State of New York
County of Lewis
Town of West Turin Board Meeting Minutes – June 9, 2025

Members Present: Supervisor Edward Hayes; Councilmembers – Katrina Sullivan, Susan Smith, William McGovern, J. Scott Markham; Highway Superintendent Douglas Salmon Tug Hill Commission Representative Christine Healt; Boonville Herald Writer MaryAnn Wilton; BAC Engineer Casey Dickinson

Town Supervisor Edward Hayes, called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

Supervisor Hayes opened the Public Hearing at 7:01 p.m. for review of the Special Use Application submitted by Tim Barrows for a proposed addition to a Commercial Property located at 4380 Michigan Mills Road.

Supervisor Hayes gave the floor to BAC Engineer Casey Dickinson. Mr. Dickinson reviewed the map, plan, and report for the proposed water district that had been submitted to the board at the May 2025 town board meeting. He reviewed the steps in the process for creating the proposed water district. The following resolutions were then adopted.

Town of West Turin
5968 James Street
Constableville, NY 13325
Phone (315) 348-4141

RESOLUTION # 20-2025
ACCEPTING ENGINEERING REPORT FOR CREATION OF CONSTABLEVILLE WATER DISTRICT NO. 1

WHEREAS, a number of residents in the Town of West Turin and outside the Village of Constableville currently receive public water through existing infrastructure and water facilities owned, maintained and controlled by the Village of Constableville; and

WHEREAS, the Town Board of the Town of West Turin has considered the creation of Constableville Water District No. 1 in the Town to encompass certain Town residents, and outside the Village, that currently receive public water from the Village of Constableville; and

WHEREAS, the Town Board previously requested the Town Engineers prepare an Engineering Map, Plan and Report pursuant to NY Town Law §209-c and consistent therewith; and

WHEREAS, the Town Board has received and reviewed the Engineering Map, Plan and Report and has fully considered the information provided there in.

NOW, THEREFORE, ON MOTION DULY MADE AND SECONDED IT IS RESOLVED THAT:

1. The Engineering Map, Plan and Report prepared for the Town of West Turin for the purpose of creating Constableville Water District No. 1 conforms to the requirements of NY Town Law §209-c and shall be filed with the Office of the Town Clerk as required by law and shall thereafter be available for public inspection;

2. It appears that Twelve (12) parcels are already connected to the infrastructure and an additional six (6) parcels might also be included in the District and connected to the Infrastructure for a total of eighteen (18) parcels;

3. The estimated cost to a typical property within Constableville Water District No. 1 is currently $450 annually and effective September 1, 2025 the annual rate per EDU will increase to $540 per EDU annually;

4. A Public Hearing will be held on the 9th day of July 2025 at 7:00 p.m. at the Town of West Turin Highway Department located at 5968 James St., Constableville, NY to hear all person(s) interested; and

5. The Town Clerk shall cause a Notice of Public Hearing to be published at least once in the official newspaper for the Town of West Turin not less than ten (10) nor more than twenty (20) days before the date set for the hearing, and shall cause

a copy of the same to be posted on the sign board of the Town of West Turin, maintained pursuant to the provisions of Town Law, not less than ten (10) nor more than twenty (20) days before the date designated for the hearing.

6. This Resolution shall take effect immediately.

The foregoing Resolution was offered by Board Member, John (Scott) Markham, and seconded by Board Member, Katrina Sullivan, and upon roll call vote of the Board was duly adopted as follows:

	YES	NO
Ed Hayes, Supervisor	X	
Susan Smith	X	
William McGovern	X	
John (Scott) Markham	X	
Katrina Sullivan	X	

Dated: June 9, 2025

_____
Bethany L. Schindler, Town Clerk
Town of West Turin

Town of West Turin
5968 James Street
Constableville, NY 13325
Phone (315) 348-4141

RESOLUTION # 21-2025

SEQR REVIEW

WHEREAS, the Town Board for the Town of West Turin is considering the formation of Constableville Water District No. 1 and which will include a number of parcels located in the Town, and outside of the Village; and

WHEREAS, the infrastructure associated with the formation of the Water District and the provision of potable water is already in place and in use; and

WHEREAS, the formation of the Water District is not expected to involve disturbance of the environment; and

WHEREAS, the Town Board have considered the submittals and comments including the Town Engineer's Map, Plan and Report and concludes that the action is classified as Type 2 pursuant to 6 NYCRR 617.5(c)(1), (2) and (33).

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF WEST TURIN THAT:

6. The foregoing recitations are incorporated herein and made a part hereof as if set forth herein.

7. The action associated with the formation of Constableville Water District No.1 is classified as Type 2 for purposes of SEQR and no further environmental review is required.

8. This Resolution shall take effect immediately.

The foregoing Resolution was offered by Board Member, Susan Smith, and seconded by Board Member, William McGovern, and upon roll call vote of the Board was duly adopted as follows:

	YES	NO
Ed Hayes, Supervisor	X	
Susan Smith	X	
William McGovern	X	
John (Scott) Markham	X	
Katrina Sullivan	X	

Dated: June 9, 2025

_____
Bethany Schindler, Town Clerk
Town of West Turin

Town of West Turin
5968 James Street
Constableville, NY 13325
Phone (315)-348-4141

RESOLUTION #22-2025

RESOLUTION AND ORDER OF THE TOWN BOARD OF THE TOWN OF WEST TURIN PURSUANT TO NY TOWN LAW §209-d

At the meeting of the Town Board of the Town of West Turin, held at the Town of West Turin Highway Department located at 5968 James St., Constableville, NY 13325, on June 9, 2025, at 7:00 p.m., there were:

PRESENT:

Ed Hayes
Susan Smith
William McGovern
John (Scott) Markham
Katrina Sullivan

ABSENT:

_____
_____

WHEREAS, by Resolution #20-2025 of this Board dated June 9, 2025 the Town Board received and reviewed a Map, Plan and Report for the creation of the Town of West Turin Constableville Water District No.1; and

WHEREAS, the Map Pan and Report was filed with the office of the Town Clerk; and

WHEREAS, the Town Board also communicated with area residents seeking additional input associated with the proposed District formation; and

WHEREAS, the Town Board learned that support exists for the Water District formation; and

WHEREAS, the infrastructure associated with the formation of the Water District and the provision of potable water is already in place and in use; and;

WHEREAS, the Town Board states that the cost to a typical property (EDU) within Constableville Water District No. 1 is currently $450 annually and effective September 1, 2025 the annual rate per EDU will increase to $540 per EDU annually, and has asked the Engineer to ensure the Official Map, Plan and Report reflect the same; and

WHEREAS, the Board will continue outreach and intends to properly schedule, and conduct a Public Hearing.

NOW THEREFORE, on motion duly made and seconded, this Board makes the following determinations, and

IT IS HEREBY RESOLVED AND ORDERED:

1. The above recitations are incorporated herein.

2. A Public Hearing will be held on the 9th day of July 2025 at 7:00 p.m. at the Town of West Turin Highway Department located at 5968 James St., Constableville, NY to hear all person(s) interested.

3. The Board will consider whether the Town of West Turin Constableville Water District No.1 should be created to include the eighteen (18) parcels, identified in the Map, Plan and Report.

4. All specifics of Town of West Turin Constableville Water District No.1 pursuant to the Map, Plan and Report is/are on file in the office of the Town Clerk, and upon which the initial public hearing shall be held July 9, 2025 to comply with applicable law and public input and confirm whether the District formation is in the public interest.

5. The Town Attorneys, Engineers and Town Clerk shall cooperate and take all steps necessary to form the district.

This Resolution and Order is adopted as required by NY Town Law §209-d.

The foregoing Resolution was offered by Board Member, John (Scott) Markham, and seconded by Board Member, Katrina Sullivan, and upon roll call vote of the Board was duly adopted as follows:

	YES	NO
Ed Hayes, Supervisor	X	
Susan Smith	X	
William McGovern	X	
John (Scott) Markham	X	
Katrina Sullivan	X	

Dated: June 9, 2025

_____
Bethany Schindler, Town Clerk
Town of West Turin

With no further discussion, Supervisor Hayes closed the Public Hearing on the Special Use Application for the proposed construction on Tim Barrows property at 7:30 p.m. on motion by Councilmember McGovern, seconded by Councilmember Smith.

A motion to approve the Special Use Application submitted by Tim Barrows to construct an addition on his commercial property was made by Councilmember Smith, seconded by Councilmember McGovern; all ayes.

Christine Healt then gave an update from the Tug Hill Commission and the opportunities available. This information may be found on their website or in their newsletter.

Mary Ann Wilton asked for the floor and had a question about a land acquisition. As she lives in the Village of Constableville she was referred to the Village.

Clerk Schindler read the minutes from the May 12, 2025 town board meeting. The minutes were approved on motion by Councilmember Sullivan, seconded by Councilmember Markham; all ayes.

Superintendent Salmon presented Abstract No. 6-2025 (Vouchers 59-72) in the amount of $59,045.01. A motion to pay the abstract was made by Councilmember McGovern, seconded by Councilmember Sullivan; all ayes.

Supervisor Hayes reported he received a check from Town Justice Earl for May 2025 fines and penalties in the amount of $3,858.00. He has not received a bill for May 2025 fines and penalties.

Supervisor Hayes read a letter from the Southern EMS Coalition. Lewis County Search & Rescue wants to be one agency for the whole of Lewis County.

Supervisor Hayes reported he signed the contract with Civally that was approved at the May 2025 town board meeting. Clerk Schindler gave an update on the progress of the Town of West Turin website. It is planned the town's website will be operational by mid-July.

Warrant No. 6-2025 (Claim Nos. 91-110) in the amount of $7,741.23 was presented for payment. A motion to pay the warrant was made by Councilmember Markham, seconded by Councilmember Smith; all ayes.

Supervisor Hayes reported the 2025 equalization rate is 66%. Last year it was 68%.

Supervisor Hayes submitted financial reports for January through May 2025. The following budget transfer was adopted.

RESOLUTION #23-2025
RESOLUTION TO AUTHORIZE BUDGET TRANSFER
GENERAL FUND TOWN-WIDE

Account	**Code**	**Increase**	**Increase**
Engineering – Contractual	1440.4	958.42	
Town Garage – Contractual	5132.4		958.42

Approved on motion by Councilmember McGovern, seconded by Councilmember Markham, and adopted.

Supervisor Hayes submitted the May 2025 Supervisor's Report.

A motion was made at 8:50 p.m. by Councilmember Markham, seconded by Councilmember McGovern to enter Executive Session to discuss pending litigation. Highway Superintendent Salmon was invited to be present.

A motion was made at 9:03 p.m. by Councilmember Sullivan, seconded by Councilmember Smith to enter regular session.

There being no further business to come before the board, the meeting adjourned at 9:04 p.m. on motion by Councilmember Smith, seconded by Councilmember Sullivan.

Respectfully submitted,

Bethany L. Schindler, Clerk
Town of West Turin