

**A Work Session of the Town Board of the Town of Williamson, County of Wayne and State of New York was held in the Town Complex Court Room located at 6380 Route 21, Suite II, at 7:00 PM on Tuesday November 27, 2012. The following were**

PRESENT: Supervisor James D. Hoffman  
Councilman Gary Orbaker  
Councilman Anthony Verno  
Councilman Michael Bixby  
Councilman Thomas D. Watson

ABSENT: None

The Board reviewed bills for payment.

**The Regular Meeting of the Town Board of the Town of Williamson was held in the Town Complex Court Room located at 6380 Route 21, Suite II, following the Worksession and was called to order at 7:30 PM on Tuesday, November 27, 2012, by Supervisor Hoffman with the Pledge of Allegiance. The following were**

PRESENT: Supervisor James D. Hoffman  
Councilman Gary Orbaker  
Councilman Anthony Verno  
Councilman Michael Bixby  
Councilman Thomas D. Watson

ABSENT: None

Kurt Allman; Highway Superintendent, Tom DeMarree; Planning Board Chairman, Ernie Norton; Zoning Board Chairman, Robert Peters; Board of Assessment Review, Phil Dean, Dave Kerskiler, Adam Crumb, Allie Plouffe, Fran Grisley, Tre MaMora, Ben Taille, Josh Neal, Kevin Wachter, Wilma Young; Sun & Record, Monica Deyo; Times of Wayne County and the undersigned Town Clerk were also present.

Public Comment: Robert Peters stated the Zoning Committee could not come to a mutual consensus to include or not include the demolition section into the Zoning Ordinance Update therefore he feels it should not be included and the Board should move forward with adopting the Ordinance without it.

Ernie Norton proposed to have two-sided signs made to be used when there is a public hearing on a property applying for a variance and/or a subdivision. The cost of these signs is \$45.00 each and he recommended purchasing 5-6 signs. The signs would be put up adjacent to the property that is requesting the action. Doing this would eliminate mailing notification costs. He also requested that the notifications be put on the web site. To pay an independent person to put up and take down these signs would cost \$19.00. Tom DeMarree also spoke in favor of this recommendation. He also mentioned the Planning Board was working on updating the permit fee structure for the Town and will try to have it ready for Board approval by the end of the year. The increase of the fees would cover the placement of the signs when applicants came in for permits. The Board agreed this was a good idea.

Supervisor Hoffman made a motion, seconded by Councilman Verno, to accept the Consent Agenda containing the following items:

- a. previous minutes: November 13, 2012
- b. accept the Supervisor's report for October
- c. pay the Library bills as audited by the Library Board of Trustees:  
vouchers 1945 - 1960, total \$53,232.85
- d. to approve the following budgetary transfers

<u>From</u>	<u>Amount</u>	<u>To</u>
<i>General Fund</i>		
1990.900 Contingency	\$ 948.59	A1110.400 Justices Cont.
	553.34	A1220.400 Supervisor Cont.
	952.41	A1355.400 Assessment Cont.
	33.00	A1356.400 Assessment Brd Cont.
	2,393.57	A1650.400 Central Comm. Cont.
A5132.400 Garage Cont.	3,656.03	A3310.400 Traffic Control. Cont.
A6989.400 Economic Dev. Cont.	2,889.45	A3620.400 Safety Insp. Cont.
A7110.106. Parks PS	2,050.71	A7110.400 Parks Cont.
A7989.400 Rec Trails	355.20	A7550.400 Celebrations Cont.
A9060.800 Medical Ins.	4,744.35	A9040.800 Workers Comp.
<i>Highway Fund</i>		
DA5110.400 General Repairs Cont.	\$ 2,200.00	DA5110.100 General Repairs PS
DA5112.100 Permanent Improv. PS	7,163.13	DA5112.400 Permanent Impr. Cont.
DA5130.200 Machinery Equip	567.14	DA5130.400 Machinery Cont.
DA5140.100 Misc. PS	1,741.60	DA5140.400 Misc. Cont.
<i>Water Fund</i>		
F1380.400 Fiscal Agent Fees	\$ 310.00	F1440.400 Engineering
F8310.420 Admin Htg/Gas	87.73	F8310.422 Admin Telephone
	440.92	F8310.460 Admin Misc
	6,574.56	F8320.421 Source Pwr/Pmp Elect
	732.03	F8320.441 Source
<i>Pwr/Rep/Maint</i>		
F8330.419 Purification Labs	2,893.37	F8330.412 Purification Other Chem
F8340.415 Trans/Dist SS	1,918.90	F8340.442 Trans/Dist. Veh Mnt
	3,012.83	F8340.416 Trans/Dist. Water Mn Rp
	3,801.53	F8340.414 Trans/Dist. Meter Rp
<i>Sewer Fund</i>		
SS8120.200 Collecting Lines Equip	\$ 1,762.37	SS8120.400 Clling Syst. Line Cont.
	1,405.47	SS8120.442 Collect System Veh Mnt
SS8130.447 Treat/Disp Other	652.79	SS8130.420 Treat/Disp. Heating/Gas
	2,568.14	SS8130.441 Treat/Disp Rp/Mnt

The motion was carried.

The Board discussed the RFP's for Attorneys that have been submitted. The consensus of The Board was to stay with Art Williams; Nesbitt & Williams. Supervisor Hoffman stated his office would be sending out notification regarding their decision.

Supervisor Hoffman made a motion, seconded by Councilman Verno, to authorize the Town Supervisor to sign an agreement with FreedMaxick to perform an agreed upon procedures audit for the Town's Deferred Compensation Plan. The cost of this service will be \$1,900.00. The motion was carried.

Councilman Bixby stated Summit Insulation has been approved to repair the insulation at the cooling tower.

Councilman Bixby made a motion, seconded by Councilman Verno, to authorize the Town Clerk to advertise for an at-large opening on the Park Committee. Applications will be accepted until December 7<sup>th</sup>, 2012 at 4:00 PM. The term will be for three years from January 1, 2013 until December 31, 2015. The motion was carried.

Councilman Verno made a motion, seconded by Councilman Bixby, to authorize up to five Town of Williamson town employees, to attend the Association of Town's Annual Meeting in New York City to be held February 17<sup>th</sup> – 20<sup>th</sup>, 2013. The pre-registration fee is \$100.00 per person. All other actual and necessary expenses are to be a Town Charge. The motion was carried.

Councilman Verno made a motion, seconded by Councilman Watson, to authorize the Town Clerk to advertise in the official Town papers the week of December 2<sup>nd</sup>, 2012 that the Town Offices will be closed on Monday, December 24<sup>th</sup> and Tuesday, December 25<sup>th</sup>, 2012 and Tuesday, January 1<sup>st</sup>, 2013 for the holidays. The motion was carried.

Councilman Verno made a motion, seconded by Councilmen Bixby, to authorize the Town Clerk to advertise in the designated papers the week of December 2, 2012 that the last Town Board meeting of 2012 will be held on Thursday December 27, 2012 at 7:00 PM. The motion was carried.

The Board discussed the following demolition ordinance:

**Demolitions.**

- A. As defined in Section 178-XX, Building Permits, no person, firm, corporation or other organization shall demolish any structure over 144 square feet without first having applied for and obtained a permit from the Town of Williamson Code Enforcement Officer.
- B. Any application for the demolition of a structure described in A above over 100 years of age must be submitted to the Code Enforcement Officer for referral to the Town Restoration and Demolition Review Board
  1. The Restoration and Demolition Review Board shall review the application and shall consult with the Town Historian regarding the historical and cultural value of the structure within ten (10) days of the date of submittal of application
  2. If the structure is not deemed to be of significant cultural or historical value, or poses a safety hazard, a demolition permit shall be issued with written notice from the Restoration and Demolition Review Board to the Code Enforcement Officer.

3. If the structure is deemed to be of significant historic or cultural value, the Restoration and Demolition Review Board will notify the applicant of their findings within fourteen (14) days of date of submittal of application and of a delay in the issuance of their permit for demolition for a period not to exceed 45 days from the date of the submittal of the application.
  - a. During the delay period, not to exceed 45 days, representatives from the Restoration and Demolition Review Board, Town Historian and others interested in the protection of said structure shall meet with the applicant to discuss possible alternatives to demolition. Alternatives may include the sale or acquisition of the property, historical documentation, exploration of options for relocation or other reasonable options aimed at preserving the structure.
  - b. If no alternative approaches to preservation of said structure can be identified that are satisfactory with the applicant within the 45 day period, the Code Enforcement Officer shall issue a demolition permit.
  - c. The requirement for a review delay may be waived by the Restoration and Demolition Review Board with written notice to the Code Enforcement Officer. The Code Enforcement Officer shall issue a demolition permit upon receipt of written notification from the Planning Board in advance of the 45 day review period.

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Councilman Watson stated of behalf of the Zoning Update Committee that the Updated Zoning Code is near completion. As asked by the committee at the prior Town Board meeting, to make a decision regarding the “Demolition” section to be included or not. Discussion ensued. The consensus of The Board [4 out of 5] agreed to move forward with updating the code without including the demolition section.

Councilman Watson made a motion, seconded by Councilman Bixby, to accept the resignation of Tom DeMarree as Chairman of the Planning Board, effective January 1, 2013. He will continue serving on the Planning Board to the end of his term on January 12, 2014. The motion was carried.

Councilman Watson made a motion, seconded by Councilman Bixby, to appoint Tim Wozniak as Chairman of the Planning Board effective January 1, 2013. The motion was carried.

Councilman Verno made a motion, seconded by Councilman Bixby, to authorize the Town Supervisor to enter into an agreement with Wayne County for Snow & Ice Control on County Roads in the Town of Williamson. This agreement will supersede any existing agreements we now have with the County. The agreement shall commence on January 1, 2013 and end on December 31, 2013. The motion was carried.

Bids having been opened at 11:00 AM on Monday, November 19, 2012 for a new Stainless Steel Dump Body, Plow Equipment and Stainless Steel "V" Box Spreader was as follows:

Henderson Truck Equipment – NY                    \$74,500.00  
22686 Fisher Road  
Watertown, New York 13601

Councilman Verno presented the following Resolution and moved its adoption. It was seconded by Councilman Orbaker.

WHEREAS: A bid was received and opened on November 19, 2012 at 11:00 AM for a new Stainless Steel Dump Body, Plow Equipment, and Stainless Steel "V" Box Spreader, and

WHEREAS: The bid was examined to determine if it met all of the specifications of the bid requirements and was in the best interest of the Town, and

NOW THEREFORE BE IT RESOLVED: That the bid be awarded to Henderson Truck Equipment – NY, as it met the specifications as required and therefore would be in the best interest of the town in the amount of \$74,500.00.

Roll call vote on the Resolution was as follows:

AYES:    Supervisor James D. Hoffman  
          Councilman Anthony Verno  
          Councilman Gary Orbaker  
          Councilman Michael Bixby  
          Councilman Thomas D. Watson

NAYES: None

The Resolution was declared adopted.

Councilman Verno presented the following Resolution and moved its adoption. It was seconded by Councilman Bixby.

WHEREAS: A new pick-up truck is needed for the Highway Dept. and

WHEREAS: A 2013 Ford F250 XL Super Cab 4 wheel drive pick-up truck can be purchased under State-bid,

NOW, THEREFORE, BE IT RESOLVED: That the Superintendent of Highways has authorization to purchase a 2013 Ford F250 XL Super Cab 4 wheel drive pick-up truck under state contract #PC65855 at a cost not to exceed \$34,000.00, to be paid from Highway Fund, line item DA5130.200, and

Roll call vote on the Resolution was as follows:

AYES:    Supervisor James D. Hoffman  
          Councilman Anthony Verno  
          Councilman Gary Orbaker  
          Councilman Michael Bixby  
          Councilman Thomas D. Watson

NAYES: None

The Resolution was declared adopted.

Councilman Verno made a motion, seconded by Councilman Orbaker, to authorize the Town Clerk to advertise in the official Town papers the week of December 2, 2012 to receive bids for a custom service body for a 2012 International 4300 truck purchased for the Water Department. Bids will be received until December 17, 2012 at 11:00 AM at which time they will be opened and read. The motion was carried.

Public Comment: No one wished to comment.

Supervisor Hoffman made a motion, seconded by Councilman Verno, to pay the following bills as audited:

**Abstract Number: 21**

Voucher #s: 1961 - 2018

	<u>AMOUNT</u>
GENERAL FUND	\$ 71,079.55
HIGHWAY	\$ 68,808.03
WATER	\$ 93,385.79
SEWER	\$ 32,692.95
LIGHTING DIST.	\$ 3,500.17
<u>DRAINAGE</u>	<u>\$ 1,978.00</u>
<b>GRAND TOTAL:</b>	<b>\$271,444.49</b>

The motion was carried.

Supervisor Hoffman made a motion, seconded by Councilman Verno, to adjourn the meeting at 8:00 PM. The motion was carried.

Respectfully Submitted,

*Marlene A. Gulick*

Marlene A. Gulick  
Town Clerk