

October 2, 2018

The regular meeting of the Varick Town Board was called to order by Supervisor Robert Hayssen at 7:00 p.m. Present at this meeting were Councilmen, Ben Freier, Tom Fox, Eric Riegel and Richard Peterson, Town Clerk, Donna Karlsen, Highway Superintendent, Richard McCulloch, Bookkeeper, Angel Testa, and Attorneys for the town, Ryan Stebbins and Joe Midiri. Also present was Richard L. McCulloch.

A motion by Richard Peterson, seconded by Ben Freier and so carried unanimously to open the public hearing at 7:05 p.m. on the proposed adoption of the All Hazard Mitigation Plan.

The All Hazard Mitigation Plan was prepared by Seneca County in accordance with the Disaster Mitigation Act of 2000 and the town has been asked by Seneca County to adopt this plan as its jurisdiction's National Hazard Mitigation Plan. There were no comments pertaining to this plan by those in attendance.

A motion by Ben Freier, seconded by Eric Riegel and so carried unanimously to close the Public hearing on the All Hazard Mitigation Plan at 7:10 p.m.

A motion by Richard Peterson, seconded by Tom Fox and so carried unanimously to adopt the Seneca County All Hazard Mitigation Plan prepared by Seneca County as the town's National Hazard Mitigation Plan.

**Abstract:** A motion by Richard Peterson, seconded by Tom Fox and so carried to approve Abstract No. 10, General, Vouchers A0018-155 to A0018-162 in the amount of \$404.37, Highway, Vouchers DA018-072 to DA018-080 in the amount of \$3,113.49, Varick Water District No. 1, Vouchers VW118-023 to VW118-025 in the amount of \$5,841.29, Seneca Lake Water District, Vouchers SWS18-068 to SWS18-074 in the amount of \$29,178.84, Varick Water District No. 3, VW318-030 to VW318-032 in the amount of \$5,415.62, Varick Water District No. 4, VW418-035 to VW418-037 in the amount of \$2,109.24, Varick Sewer District No. 1, VS118-028 in the amount of \$2,340, Varick Sewer District No. 2, SSS18-034 to SSS18-037 in the amount of \$1,405.03

**Highway:** Mr. McCulloch reported that he has had scheduled times with the county to complete paving work, but this has been postponed twice as of this meeting. He has been promised by the county they will be available the middle of October. He has made arrangements with Lyons Road to provide dumpsters for Fall Clean-up scheduled to begin Wednesday, October 17<sup>th</sup> and end Saturday, October 20<sup>th</sup>.

#### **Water Districts:**

**Water Operator Report:** For the month of September 2018

- Checked Chlorine residuals weekly for each district
- Got daily readings for each district
- Did Monthly Bac T's for all 4 districts
- Did Monthly report and submitted to health department
- Weeded hydrants as needed

- Did yearly maintenance on hydrants
- Disconnected a water service in hamlet of Romulus
- Inspected two new water hookups
- Helped problem solve water meter issue on Seneca Lake
- Flushed dead ends as needed to help bring chlorine levels up
- Spoke to and helped assist multiple homeowners preparing to connect into Varick's water mains
- Changed meters
- Installed a new box and rod on broken curb stop
- Contacted multiple vendors for pricing for budgeting purposes
- Worked on budget for next year
- Replaced broken top on meter pit
- Went through inventory preparing for next year's projects
- Dug up and discontinued sewer to home
- Working on water issue on high banks for a customer complaint
- Had meetings and phone conversation regarding house being torn down in the hamlet of Romulus, Town of Varick
- Marked out Dig Safes as requested
- Submitted to Dig Safe two new service taps for Seneca Lake Water District
- Prepared and delivered parts and service bills for work rendered
- Met with Jim Bromka multiple times to run numbers to help figure out water situation on East Lake Rd due to meter not working accordingly.
- Looked into the purchase of a new water truck

**Varick Water District No. 1:** The county tore down a house in the hamlet of Romulus and used metered water to keep the dust down. The county master meter is still malfunctioning, so water usage paid to the county will continue to be based off Varick consumer consumption.

**Seneca Lake Water District:** Mr. Hayssen discussed extending a transmission water line up Yale Farm Road to the railroad tracks. He noted a preliminary drawing has been completed and if the board is agreeable, he would contact Buell Engineering or Hunt Engineering to update the information. He noted that the goal would be to get the water up to McGrain Road to provide Varick Water District No. 3 with water at a potentially lower water rate. Prior to incurring further expenses, the board felt it was important to do a survey to see who would be interested in connecting to municipal water but recognized they would not be able to provide cost factors until the current information was updated. It was suggested that a survey could be done by going door to door or by letter.

A motion by Ben Freier, seconded by Tom Fox and so carried unanimously to send a survey letter to Yale Farm Road residents seeking their interest in obtaining municipal water.

**Varick Water 3:** No new business

**Varick Water 4:** No new business

**Varick Sewer District No. 1:** No new business.

**Varick Sewer District No. 2:** No new business

**Judge:** Nothing to report.

**Supervisor's Report:** A motion by Ben Freier, seconded by Eric Riegel and so carried to approve the Supervisor's written report.

**2019 Budget:** Supervisor Hayssen and Bookkeeper Angela Testa prepared the Tentative Budget for the board to review. Mrs. Testa also provided an Annualized Planning Budget Report which shows what was budgeted and what has been received and spent to date in 2018. Mr. Hayssen reported that there were few changes in the revenue and expense lines and noted any changes are highlighted. He reported the payroll budget lines reflect a 3% raise, except for the Code Enforcement Officer who requested a 9% raise. The board discussed with former Code Enforcement Officer, Richard L. McCulloch the duties and responsibilities expected of the Code Officer and the board ultimately agreed to accept the 9% increase. In reviewing the raises Tom Fox suggested the board consider adopting a step-up wage scale which Ben Freier noted the county has implemented. Mr. Fox used the Highway Superintendent's position as an example noting that although this is an elected position the rate of pay should be based on experience and job performance. Mr. Hayssen reminded the board that once the Preliminary Budget is adopted elected officials' positions must be advertised in a legal notice and can not be raised higher than what is advertised, but can be lowered. Mr. Freier also suggested considering a reward system recognizing employee longevity, which would be different than a cost of living raise. The board discussed the water operator and highway employee's rates of pay. Mr. Fox felt that both rates of pay are below what they should be which prompted a lengthy discussion. With regards to the water operator's pay, the board agreed to adjust it as job responsibilities increase and referenced examples such as moving the water billing in-house and his increase in calls pertaining to sewer operator duties. In addition to looking at adjusting pay rates for other full-time employees, the board agreed to revise the health insurance benefit by increasing the town's premium portion from 60% to 75% after a year's employment.

A motion by Tom Fox, seconded by Ben Freier and so carried unanimously to approve revising the Health Insurance Policy for Full Time Employees after (1) one year's employment with coverage paid by the Town of Varick selected Health Insurance for Family, Employee Child(ren), Employee Spouse or Domestic Partner raised from 60% to 75% and will be written as follows:

**Health Insurance Policy for Full Time Employee.**

Full Time appointed employees in permanent positions of the Town of Varick, who work 40 hours or more per week, at least nine months of the year are eligible to participate in the Town of Varick Employee Health Benefit Plans. The Affordable Care Act (ACA) also allows Employees who have worked an average of 40 hours or more per week during a 12 month period access to employer sponsored health insurance. An Employee must complete the Benefits Enrollment Form during the initial 30-day enrollment period.

As a new employee or ACA eligible employee, your health insurance coverage goes into effect the 1<sup>st</sup> of the month following the date of hire (*new hires*) or eligibility date (ACA eligible).

The main components of the Town of Varick Employee Benefits Program are as follows:

1. Eligible for full single coverage of Town of Varick selected Health Insurance.
2. The first year of employment, 60% of the premium of the Town of Varick selected Health Insurance for Family, Employee Child(ren), Employee Spouse or Domestic Partner policies will be paid by the Town of Varick.
3. After one year of employment, 75% of the premium of the Town of Varick selected Health Insurance for Family, Employee Child(ren), Employee Spouse or Domestic Partner policies will be paid by the Town of Varick

### 3. Opt-Out of the Health Plan

Employees who Opt-Out of the Health Plan will receive a 35% reimbursement of Town of Varick selected Health Insurance for Family, Employee Child(ren), Employee Spouse or Domestic Partner policies that coincides with their situation needs.

It was noted that the date for the board meeting in November will need to be moved to November 5th due to election day.

A motion by Eric Riegel, seconded by Richard Peterson and so carried to move the 2019 Tentative budgets to the 2019 Preliminary Budgets and to move the November 2018 regular board meeting to Monday, November 5, 2018 at 7:00 p.m.

Discussion: Mr. Fox and Mr. Freier supported further review of a step-up wage scale and reward system for employee longevity prior to moving the 2019 tentative budget to a 2019 preliminary budget and asked the town attorneys to research these programs and the legality of implementing such programs. Mr. Hayssen confirmed the board had no questions regarding any of the other proposed changes and noted that there is enough money already budgeted in the water/sewer budgets to replace the truck used by the sewer and water departments. Mr. Fox reported that the current truck is continuing to experience costly mechanical issues, which as of this date, has not been unable to be resolved.

A motion by Eric Riegel, seconded by Richard Peterson and so carried to move the 2019 Tentative budgets to the 2019 Preliminary Budgets and to move the November 2018 regular board meeting to Monday, November 5, 2018.

Roll Call:

Robert Hayssen:	Yes
Ben Freier:	No
Tom Fox:	No
Eric Riegel:	Yes
Richard Peterson	Yes

So Carried 3 to 2

**Bookkeeper:** Angela Testa reported that the state auditors would like the ambulance allocation of funds be budgeted under a separate fund. She requested the board approve the formation of a

SAF (South Seneca Ambulance Fund) be created in order to budget their annual distribution. She also spoke to the comptroller's office and they suggested a separate "H" fund be created for the town hall addition project and she requested board approval to create that fund as well and to move funds from the general fund into it to cover costs.

A motion by Eric Riegel, seconded by Ben Freier and so carried unanimously to create a SAF fund for the deposit of South Seneca Ambulance funds collected through town taxes.

A motion by Richard Peterson, seconded by Eric Riegel and so carried unanimously to create an "H" fund for the addition to the town hall capital project.

A motion by Ben Freier, seconded by Eric Riegel and so carried unanimously to move \$147,000 from the general fund into the "H" capital project fund for the addition to the town hall capital project.

**Town Clerk's Report:** A motion by Richard Peterson, seconded by Ben Freier, and so carried unanimously to approve the Town Clerk's Report: Supervisor: \$632.50, NYS Ag & Markets: \$19, State Health Dept.: \$22.50.

**Personnel:** No report.

**Assessor:** Mr. Fox reported that the towns met with the assessor and supported her budget as submitted.

**Minutes:** A motion by Ben Freier, seconded by Richard Peterson, and so carried unanimously to approve the minutes of September 4, 2018.

**Planning Board:** Mr. Midiri reported that they have contacted the planning board to provide them with the wording pertaining to Docks and Moorings as it will appear in the Varick Zoning Code. Once this is provided, the board will have to hold a public hearing on a new local law revising the zoning code.

Mr. Stebbins has been working diligently on obtaining information to send letters to the three "zombie" property owners discussed in the September meeting and sent the drafts to Supervisor Hayssen for his approval. Mr. Midiri reviewed the steps that need to be taken to deem a property abandoned by the county. The board reviewed who would be responsible to tear down these properties and the potential expenses incurred by the town. Mr. Fox will make a formal complaint to the county regarding these properties. Currently, there is no Varick zoning code to address "zombie" properties and the town board will request the planning board to work on addressing the towns concerns regarding this matter.

**Dog Control Officer:** Bryan McCann submitted a written Dog Control Officer Report which will be filed with these minutes.

**New Business, Old Business, Correspondence:** Mr. Fox reported he contacted Pam Helming regarding the flooding of Route 89 from house number 4866 to 4926 which is resulting in

hazardous driving conditions as well as the potential of causing serious health issues due to the flooding of septic systems and leach beds. Ms. Helming indicated to him she would be very receptive in addressing these concerns. He also sent a letter to NYS Department of Transportation, Brian Kolb, and NYS DEC in Albany citing the same concerns.

Mr. Hayssen reported he received an email from Jim Falsetti from Qinterested in establishing a solar farm on the depot property located in the Town of Varick. Joe Midiri also reported that he had received a phone call from Kim Nason requesting the same, but she hasn't been willing to put her request in writing. They will be invited to attend a board meeting to present their interest to the board. Mr. Hayssen reported the Planning Board will need to address solar farms in the zoning code as there is no code currently in the town's zoning regulations.

Mr. Hayssen received a letter from Harriet Haynes pertaining to the Consolidated Boundary Annexation Survey (CBAS) Agreement with the U. S. Census Bureau. Annually under the Boundary Annexation Survey (BAS) each municipality receives materials from the Census Bureau regarding any possible changes to the municipal boundaries. Under the CBAS, if your community is participating, the chief elected official will receive communications that the process had started but the responsibility for responding and completing any forms or mapping would fall to the county. If the county enters into a CBAS agreement with the U. S. Census Bureau, it would only impact those communities that have notified the county they wish to participate. Supervisor Hayssen signed the agreement indicating the Town of Varick wishes to participate in the Consolidated Boundary Annexation Survey (CBAS) Program and agrees that Seneca County will be responsible for reporting municipal boundary changes to the U. S. Census Bureau.

A motion by Richard Peterson, seconded by Eric Riegel and so carried unanimously to adjourn the regular meeting of the Varick Town Board at 10:15 p.m.

Respectfully submitted:

Donna Karlsen  
Town Clerk