

December 7, 2021

The regular meeting of the Varick Town Board was called to order at 7:00 p.m. by Supervisor Hayssen. Present at this meeting were Councilmen Richard Peterson, Richard McCulloch, and Eric Riegel, Town Clerk, Donna Karlsen, Highway Superintendent, Ben Freier, and Attorney for the Town, Frank Fisher. Absent: Councilman, Tom Fox and Bookkeeper, Angela Testa.

**Petitioners to Address the Board:** None.

**Abstract:** A motion by Richard McCulloch, seconded by Eric Riegel and so carried unanimously to approve Abstract No. 12, General, Vouchers A0021174 to A0021194 in the amount of \$4,605.93, Highway, Vouchers DAO21081 to DAO21-091 in the amount of \$49,019.94, Varick Water District No. 1, Vouchers VW121-025 to VW121-027 in the amount of \$8,050.63, Seneca Lake Water District, SWS21-095 to SWS21-099 in the amount of \$5,683.28, Varick Water District No. 3, VW321-100 to VW321-027 in the amount of \$8,403.69, Varick Water District No. 4, VW421-048 to VW421-054 in the amount of \$2,640.77, Varick Sewer District No. 1, VS121-052 to VW121-059 in the amount of \$6,150.03, Varick Sewer District No. 2, SSS21-033 to SSS21-038 in the amount of \$1,968.15, South Seneca Ambulance Service, SAF21-011 in the amount of \$6,337.13.

**Highway:** Ben Freier reported that the concrete culverts were delivered and unloaded with the use of a crane. He reported that the traffic on town roads increased when the state was paving routes 96A and 89 and hasn't subsided much since the completion of those projects.

**Judge:** Supervisor Hayssen reported that he received an emailed letter from the court stating their books are ready to be reviewed. Mr. Riegel has agreed to perform this review and will set a time to meet with the court clerk and the judge.

**Supervisor's Report:** Supervisor Hayssen reported that the bookkeeper, Angela Test, was ill and unable to prepare the report for this meeting.

**Water Operator's Report:**

Water/Sewer Operator Report for November 2021

- Marked out Dig Safety's
- Got weekly meter reads
- Did weekly water tests for each district
- Took bac t samples in all 4 districts
- Filled out and submitted monthly water report to health department
- Data logged water usage in each district
- Answered questions dealing with each water district and sewer system
- Called in Dig Tickets for upcoming projects
- Changed meters out on Seneca Lake Water District
- Cleaned shop
- Ordered new parts for upcoming projects
- Changed Grinder Pumps out
- Retrieved Final reads as needed for closing on properties

- Wired new circuit board for grinder pumps
- Inspected sewer wire install from box to pump
- Fixed water service leak on Rt 89

**Varick Water District No. 1:** Nothing further to report.

**Seneca Lake Water District:** Nothing further to report.

**Varick Water District No. 3:** Mrs. Karlsen reported that McGrane Acres has received no water billing since their connection in 2014. After reviewing the paperwork submitted and the information provided by the Village of Waterloo, it was found where the Village of Waterloo noted the connection but never received or entered a transponder number. The board will charge McGrane Acres \$7 per thousand gallons of water used to date, calculate the number of quarters to be billed for Operation and Maintenance at \$40 per quarter since their connection in 2014 and provide them with a payment plan over the next year with no penalties assessed if the balance is paid off within that year.

**Varick Water District No. 4:** Nothing further to report.

**Varick Sewer District No. 1:** Nothing further to report.

**Varick Sewer District No. 2:** Nothing further to report.

**Town Clerk's Report:** A motion by Eric Riegel, seconded by Richard McCulloch and so carried unanimously to approve the Town Clerk's report: Supervisor: \$120, NYS Ag & Markets: \$4, Total Disbursements: \$124.

**Personnel:** Nothing to report.

**Assessor:** Received an emailed report providing the following information:

Changes have been made to the file in our office and the file at the county for the ambulance contract; Deeds are being processed as they are received; The office is waiting for NY state to change certain exemptions forms before they can be distributed; All other work continues as usual.

**Planning Board:** Linda Mastellar provided, via email, information regarding meetings to be held pertaining to short term rentals and invited the board to attend and provide input. She reported the Planning Board, over the next four weeks, is to gather as much information as they can and then begin writing the code. She invited the board to contact her if they wish further information.

Mrs. Karlsen reported that she received an email from Thomas Bjorkman who reported that the Planning Board met with Harriet Haynes, Senior Planner from Seneca County Department of Planning and Community Development. She reviewed the updated the Memorandum of Understanding that the county Board of Supervisor's authorized the chairman of the board of Supervisors to sign and is asking the town to sign as well. The updated Memorandum of Understand (MOU) pertains to items that are determined to be of local rather than inter community

or county-wide concern, and are therefore not subject to review under the normal procedures in NYS General Municipal Law (GML) section L, M, & N. This update has minor changes for clarification and has added two items that do not need review. Mr. Bjorkman reported that the Town of Varick Planning Board passed a motion supporting the Varick Town Board to direct the Supervisor to enter into this agreement and sign the updated MOU.

A motion by Richard McCulloch, seconded by Eric Riegel and so carried unanimously to direct Supervisor Hayssen to sign the updated Memorandum of Understanding as submitted by Seneca County Department of Planning and Community Development.

**Minutes:** A motion by Eric Riegel, seconded by Richard McCulloch and so carried unanimously to approve the minutes of November 3, 2021.

**North Seneca Ambulance:** Mr. Fisher provided to the board a draft agreement for the North Seneca Ambulance Services. The board requested that the payment schedule in the proposed agreement be changed from annually by the first quarter of the year to be paid quarterly.

A motion by Eric Riegel, seconded by Richard McCulloch and so carried unanimously to direct Mr. Fisher to update the proposed payment schedule in the draft agreement and direct Mr. Hayssen to provide this updated proposal to North Seneca Ambulance Service for their review and signatures.

**New Business, Old Business, Correspondence:**

Supervisor Hayssen requested Mr. Fisher to obtain a copy of the letter written by Joe Midiri regarding the Hudson property on Route 89 and send another letter with pictures to Mrs. Hudson asking once again that the property be cleaned up.

A motion by Richard McCulloch, seconded by Richard Peterson and so carried unanimously to hold an end of year meeting Wednesday, December 29<sup>th</sup> at 10:00 a.m. to pay bills and to address any other business that may come before the board.

Mrs. Karlsen presented a Christmas Card from South Seneca Ambulance Corporation for the board's review.

A motion by Eric Riegel, seconded by Richard McCulloch and so carried unanimously to adjourn the meeting at 7:45 p.m.

Respectfully Submitted

Donna Karlsen  
Varick Town Clerk