

VILLAGE OF WOLCOTT  
BOARD OF TRUSTEES  
VILLAGE HALL CONFERENCE ROOM  
DEPARTMENT HEAD MEETING  
March 25th, 2025

Members Present: Mayor Chris Henner, Trustees: Dave Lewis, Dan Smith, Andrew Marshall.

Members Absent: Misty Harper

Others Present: Eva Banas-Duncan, Jack Roberts, Ryan Henry, Chris Breen, Tommy Mettler, Ed Wazinski, and Chris Trine.

Mayor Henner called the meeting to order at 7:00 pm with the Pledge of Allegiance.

Mayor Henner introduced Village attorney, Kevin Caraccioli. He was invited to attend the meeting as he had items to discuss with the Mayor and Trustees during executive.

**Account #01320:**

Did not attend meeting

**Fire Department-Ryan Henry-**

See attached report.

Fire Chief Henry stated that the insurance renewal has been completed. He also states that all airpacks were tested and have passed.

The ladder truck was evaluated for possible electrical issues. Issues were resolved.

Fire Chief Henry states that next month start the yearly truck inspections.

**Police Department-OIC Brian Ritchie-**

See attached report.

No issues to report at this time.

**Sewer Department-Tommy Mettler-**

Tommy mentioned that the broiler at the sewer plant was not working and E&V was coming out to take a look at it. Besides that issue everything was going good at the sewer plant.

Tommy also mentioned the group that was forming to work on the Bicentennial for 2026 and would like the Village to be involved.

**Water Department-Ed Wazinski-**

Ed states that he is working on replenishing items that were used during the digs. Ed states that he has been ordering the items for ARPA funds, he is going to touch base with Fran to see how much is left. Ed also discussed the possibility of ordering 3 sections of split rail fence for the lake plant as the plant is still

having people turn around on the lawn. Mayor Henner states that an updated fence around the whole facility is in the updated water grant.

Ed also stats that the water truck is fixed and back in service.

### **Highway-Chris Breen –**

Chris mentioned that they should be all done plowing for the winter.

Memorial banners will be going up around the village in the next coming weeks.

Mayor Henner mentioned the healthy community project. Asked Chris to obtain a quote on the handicap sidewalk ramps that will be placed at the library. He also discussed the quotes for bike racks from Eagle Welding Machinery. Trustee Smith made a motion to accept the quote from Eagle Welding in the amount of \$1,670.00. Trustee Lewis 2<sup>nd</sup> the motion. All other present voted in favor.

Chris also mentioned that he was able to get an estimate for the possible rocks at the falls park instead of post. Found them to be \$75 per ton.

Mayor Henner mentioned that everyone did a nice job on the digs that needed to be completed and appreciates the public's understanding when these were completed.

### **Code Enforcement**

Trustee Smith made the motion to accept the monthly Code Enforcement activity report. Trustee Lewis 2<sup>nd</sup> the motion. All others present voted in favor.

### **Justice Court**

Mayor Henner read letter that Judge David Miller wrote stating that he would like to hire Janet Pontera as the Village Court Clerk at \$16.50 an hour part time. Trustee Smith made the motion to hire Janet and Trustee Lewis 2<sup>nd</sup> the motion. All others present voted to accept.

### **Village Clerk/Treasurer**

Trustee Smith made a motion to hold the public hearing for the village budget on April 8<sup>th</sup> at 6:30PM. Trustee Marshall 2<sup>nd</sup> the motion. All other present voted in favor.

Trustee Smith made a motion to hold the organizational meeting for the village on April 8<sup>th</sup> at 6:45PM. Trustee Lewis 2<sup>nd</sup> the motion. All other present voted in favor.

### **Meeting Minutes**

Trustee Smith made the motion to accept the March 10<sup>th</sup> 2025 budget workshop meeting minutes. Trustee Lewis 2<sup>nd</sup> the motion. All other present voted in favor.

Trustee Smith made the motion to accept the March 11<sup>th</sup> 2025 regular board meeting minutes. Trustee Lewis 2<sup>nd</sup> the motion. All other present voted in favor.

### **Village Farmers Market**

The board discussed upcoming village farmers market. Stated that all dates and times will remain the same and to go ahead with updating the signage.

### **Facility Use Request**

Trustee Smith made the motion to approve Northup Park use request by LND for the annual egg hunt on 4/12 from 12-2pm. Trustee Lewis 2<sup>nd</sup> the motion. All other present voted in favor.

Trustee Smith made the motion to approve the Easter get together at the fire department on 4/26 from 10am-5pm. Trustee Lewis 2<sup>nd</sup> the motion. All other present voted in favor.

Trustee Smith made the motion to approve Miss Bellrina's studio request to use the fire department for a pancake breakfast on 5/3 from 7am to 12pm. Trustee Marshall 2<sup>nd</sup> the motion. All other present voted in favor.

Trustee Smith made the motion to approve the fire department use request for a birthday party on March 23<sup>rd</sup> for Crystal McGuown, previously approved by Fire Board. Trustee Lewis 2<sup>nd</sup> the motion. All other present voted in favor.

### **Mayor Henner**

Mayor Henner provided everyone pictures of what the updated welcome to the Village of Wolcott signs could look like and took a poll from everyone to see which ones they liked best.

Mayor Henner discussed cross walk at the falls park as Trustee Harper was not present for the meeting. States that they did look into putting a cross walk there however due to it being at the bottom of the hill it would not be the best place to put one. Discussed the possibility of adding a sidewalk down to the park from Main Street.

### **Trustee Harper**

Not in attendance.

### **Trustee Marshall**

Nothing at this time.

### **Trustee Smith**

Provided update on vendors at Strawberry Festival. Currently have 80 signed up and have a cap at 84. Trustee Smith let everyone know that the North Wolcott Church will be providing the Strawberry Shortcakes. Discussed Corn-hole tournament on Main Street and Gospel in the park at 6pm.

### **Trustee Lewis**

Trustee Lewis asked for an update on speed signs on Draper Street for a possible new school zone. Will ask Fran for update once she is back from vacation.

### **Time for the Public**

Chris Trine asked about replacing the post down at the village falls park. Discussed that the village is looking into buying large rocks for post replacement.

Jack Roberts states that the fire department is still working on providing information for the webpage.

Ed Wazinski made mention that he would like to attend executive for personal issues.

### **Executive Session**

Mayor Henner made the motion to move the meeting into executive session at 7:29 pm for Line Item discussions and personal issues. Trustee Smith 2<sup>nd</sup> the motion. Deputy Clerk Treasure Banas-Duncan was asked to Stay. All present voted in Favor. Trustee Smith made the motion to move back to regular session at 8:21PM, Trustee Lewis 2<sup>nd</sup> the motion. All present voted in favor.

Trustee Smith made a motion to buy back up to 40 hours of Ed Wazinski's personal time. Trustee Lewis 2<sup>nd</sup> the motion and all present voted in favor.

Trustee Smith made a motion to accept the below resolution regarding Establishing Procedure for the Election of Certain Officers for the Wolcott Volunteer Fire Department. Trustee Lewis 2<sup>nd</sup> the motion and all present voted in favor.

### **Resolutions**

At a regular meeting of the Village Board of Trustees held in and for the Village of Wolcott, Wayne County, State of New York held the 25<sup>th</sup> day of March 2025 at 7:00 pm at the Village Hall.

## **RESOLUTION**

### **Establishing Procedure for the Election of Certain Officers for the Wolcott Volunteer Fire Department**

**WHEREAS**, the Wolcott Volunteer Fire Department (the "Fire Department") is scheduled to hold its annual election of officers on April 3, 2025; and

**WHEREAS**, the Board of Trustees for the Village of Wolcott serves as the Board of Fire Commissioners (the "Board") of the Fire Department in accordance with NYS Village Law §10-1006 (12); and

**WHEREAS**, the Board is aware that several Fire Chief positions are up for election and at least three (3) members of the Fire Department have expressed interest in serving in a Fire Chief position but live outside the territory served by the Fire Department; and

**WHEREAS**, the Board hereby declares that the safety of the residents and businesses within the Fire Department's territory is of upmost importance to protect and thereby necessitates that no more than one (1) Fire Chief may reside outside the territory served by the Fire Department, and that Fire Chief must meet certain thresholds to maintain their position as a Fire Chief, as more fully set forth herein;

**NOW, THEREFORE**, on a motion made by Trustee Smith and seconded by Trustee Lewis it is and shall hereby be;

**RESOLVED**, that the Board of Trustees of the Village of Wolcott serving as the Board of Fire Commissioners for the Wolcott Volunteer Fire Department hereby establish the following rules for voting for Fire Chief positions up for election on April 3, 2025:

1. No more than one (1) Fire Chief may be elected from members in good standing who reside outside the territory of the Fire Department; and
2. Any elected Fire Chief who resides outside the territory of the Fire Department shall be required to respond to no less than fifteen percent (15%) of the total number of emergency response calls received by the Fire Department. The call volume of the twelve (12) months immediately preceding the election of officers shall be utilized as the denominator when estimating the 15% call volume total; and
3. All Fire Chief Candidates who reside outside the territory of the Fire Department shall be limited to running for election as Fire Chief of District 28-5 only. The candidate who receives a majority of all votes cast by members of the Fire Department in good standing shall be declared the winner. In the event more than two (2) candidates run for election and a tie occurs amongst the candidates receiving the most votes, run-off elections will be held between the candidates who tied with the most votes until one candidate receives a majority of the votes cast.

Motion having been placed before the Board of Trustees in sufficient number constituting a quorum, this resolution is hereby adopted by the following vote:

|                                  |        |
|----------------------------------|--------|
| CHRISTOPER J. HENNER, Mayor      | AYE    |
| DAN SMITH, Deputy Mayor, Trustee | AYE    |
| ANDREW MARSHALL, Trustee         | AYE    |
| DAVE LEWIS, Trustee              | AYE    |
| MISTY HARPER, Trustee            | ABSENT |

**Adjournment**

Mayor Henner made the motion to adjourn the meeting at 8:24pm. Trustee Smith 2<sup>nd</sup> the motion. All present voted in favor.

Respectfully Submitted,

*Eva Benas-Duncan*

Deputy Clerk- Treasurer