

Presiding Supervisor Donalty called the Regular Town Board Meeting, Town of Walworth, County of Wayne, State of New York, held at 3600 Lorraine Drive, Walworth, New York to order at 6:30 PM. Supervisor Donalty led those present in the recitation of the Pledge of Allegiance.

**PRESENT:**

Michael Donalty	Supervisor
Scott Bryson	Councilman
Jim Harden	Councilman
Rick Johnson	Councilman
Amber Linson	Councilwoman
Kevin Switzer	Highway Superintendent
Aimée Phillips-Lomb	Town Clerk

**ABSENT:** No members of the Town Board were absent.

**OTHERS PRESENT:** Donald Young, Esq., Town Attorney; Teresa Flye, Clerk to the Supervisor; and two (2) members of the public.

**MINUTES**

Motion by Councilman Bryson that the minutes of December 16, 2021 Regular Meeting are approved as submitted by the Town Clerk. Seconded by Councilwoman Linson.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye
	Supervisor Donalty	Aye

Motion carried.

Motion by Councilwoman Linson that the minutes of December 20, 2021 Special Meeting are approved as submitted by the Town Clerk. Seconded by Councilman Bryson.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye
	Supervisor Donalty	Aye

Motion carried.

**ELECTED OFFICIALS’ REPORTS** (Highway, Town Clerk, Justice, Receiver of Taxes):

**TOWN CLERK**

Town Clerk Phillips-Lomb reported that Peddlers’ permits had been issued to representatives from Renewal By Andersen through December 31, 2022 and that a Fireworks permit has been issued to The Ballroom at Carey Lake for private events, to be held February 26, 2022 beginning at 8PM and May 21, 2022 beginning at 9PM.

**RECEIVER OF TAXES** – No report.

**HIGHWAY SUPERINTENDENT** – No report.

**JUSTICE COURT** – No report.

**COMMITTEE / LIAISONS’ REPORTS**

**COUNCILMAN BRYSON**

Councilman Bryson stated that the current Court Bailiff is retiring, and the department is still accepting applications for candidates for a replacement.

**COUNCILWOMAN LINSON**

Councilwoman Linson shared that she will be attending the Library Board meeting on January 13, 2022. She also reminded the public that the Wayne County Bicentennial is in 2023 and encouraged residents to get involved.

**COUNCILMAN HARDEN** – No report.

**COUNCILMAN JOHNSON**

Councilman Johnson reported that he had met with the new Planning Board Chairman, Dennis Landry, regarding various Planning Board topics, including a sewer pump station for the new Lehrwood Estates development.

**SUPERVISOR DONALTY**

Supervisor Donalty shared that he had signed the contract for the installation of the Highway Department fire suppression system, expecting a 180-day completion window. He also informed those present that there is evidence that some of the LED lights on the “community” tree in Ginegaw Park had been cut, and the Parks Department and Supervisor Donalty are investigating to find those who may have cut the lights.

**RESOLUTIONS:**

**RESOLUTION 27-22: ABSTRACT 13, APPROVAL**

Councilman Johnson offered the Resolution and moved its adoption. Seconded by Councilman Bryson to wit:

TOWN OF WALWORTH				
Abstract # 013				
Summary by Fund				
Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND		19,533.47	19,533.47
CM1-	PARK SPECIAL REVENUE FUND		406.51	406.51
DA	HIGHWAY FUND		41,338.89	41,338.89
SS	WALWORTH SEWER DISTRICT #1		22,723.00	22,723.00
TA	TRUST & AGENCY		2,968.76	2,968.76
TC	CUSTODIAL TRUST		1,200.00	1,200.00
<b>Total:</b>			<b>88,170.63</b>	<b>88,170.63</b>

Voucher Numbers 1920-1984, 153-155, 36-39

Abstract of audited vouchers is on file in the Town Clerk’s office.

Adopted this 6<sup>th</sup> day of January, 2022 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye
	Supervisor Donalty	Aye

Resolution carried.

**RESOLUTION 28-22: AUTHORIZE THE TOWN SUPERVISOR TO SIGN THE WILLIAMSON LAW BOOK COMPANY ANNUAL SOFTWARE SUPPORT CONTRACT FOR MUNICIPAL ACCOUNTING SOFTWARE, BUILDING & CODES ENFORCEMENT SOFTWARE AND TOWN CLERK PLUS SOFTWARE, BUDGETED ITEMS**

Councilwoman Linson offered the following Resolution and moved its adoption. Seconded by Councilman Johnson to wit:

The following was submitted:

**Williamson Law Book Company**  
790 Canning Parkway Victor, New York 14564

December 15, 2021

Town of Walworth  
Accounts Payable  
3600 Lorraine Drive  
Walworth, NY 14568

**ANNUAL SOFTWARE SUPPORT CONTRACT**  
Enclosed is an invoice renewing your Software Support coverage for the following program(s)

**Town Clerk Plus Software**  
(1/1/22 through 12/31/22)

This agreement is between Williamson Law Book Company (WLB) and the Town of Walworth (customer) and will provide annual software support and maintenance as described herein.

Williamson Law Book Company agrees to provide the customer with:

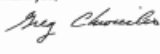
- Support to assist with the above-named software program(s). Support will be provided by internet, phone or fax during normal business hours.
- Notice of all program enhancements and their benefits.
- All state mandated changes at no extra charge.

The customer agrees to:

- Maintain hardware in proper working condition.
- Make continued efforts to work with and properly use WLB software.
- Train new personnel in the event of employee turnover. (Additional training may be purchased from WLB)

Charges for this Software Support shall be \$792.00 as specified on the enclosed invoice.

\*\*\*Please sign and return one copy of this contract with your payment\*\*\*

Thank you,  
  
Williamson Law Book Company

Accepted for the Town of Walworth

By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

CONTINUED ON NEXT PAGE

Williamson Law Book Company  
790 Canning Parkway Victor, New York 14564

December 15, 2021

Town of Walworth  
Accounts Payable  
3600 Lorraine Drive  
Walworth, NY 14568

**ANNUAL SOFTWARE SUPPORT CONTRACT**  
Enclosed is an invoice renewing your Software Support coverage for the following program(s)

**Building & Codes Enforcement Software**  
(1/1/22 through 12/31/22)

This agreement is between Williamson Law Book Company (WLB) and the Town of Walworth (customer) and will provide annual software support and maintenance as described herein.

Williamson Law Book Company agrees to provide the customer with:

- Support to assist with the above-named software program(s). Support will be provided by internet, phone or fax during normal business hours.
- Notice of all program enhancements and their benefits.
- All state mandated changes at no extra charge.

The customer agrees to:

- Maintain hardware in proper working condition.
- Make continued efforts to work with and properly use WLB software.
- Train new personnel in the event of employee turnover. (Additional training may be purchased from WLB)

Charges for this Software Support shall be \$1,599.00 as specified on the enclosed invoice.

\*\*\*Please sign and return one copy of this contract with your payment\*\*\*

Thank you,



Williamson Law Book Company

Accepted for the Town of Walworth

By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Williamson Law Book Company  
790 Canning Parkway Victor, New York 14564

December 15, 2021

Town of Walworth  
Accounts Payable  
3600 Lorraine Drive  
Walworth, NY 14568

**ANNUAL SOFTWARE SUPPORT CONTRACT**  
Enclosed is an invoice renewing your Software Support coverage for the following program(s)

**Municipal Accounting & Budget Preparation Software**  
(1/1/22 through 12/31/22)

This agreement is between Williamson Law Book Company (WLB) and the Town of Walworth (customer) and will provide annual software support and maintenance as described herein.

Williamson Law Book Company agrees to provide the customer with:

- Support to assist with the above-named software program(s). Support will be provided by internet, phone or fax during normal business hours.
- Notice of all program enhancements and their benefits.
- All state mandated changes at no extra charge.

The customer agrees to:

- Maintain hardware in proper working condition.
- Make continued efforts to work with and properly use WLB software.
- Train new personnel in the event of employee turnover. (Additional training may be purchased from WLB)

Charges for this Software Support shall be \$1,188.00 as specified on the enclosed invoice.

\*\*\*Please sign and return one copy of this contract with your payment\*\*\*

Thank you,



Williamson Law Book Company

Accepted for the Town of Walworth

By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Discussion ensued regarding researching other vendors for the software.

Adopted this 6<sup>th</sup> day of January, 2022 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye
	Supervisor Donalty	Aye

Resolution carried.

**COMMUNICATION** – No correspondence was received.

Supervisor Donalty reviewed the following Town Board meeting dates:

**TOWN BOARD MEETINGS:**

DATE	TIME	MEETING TYPE
JANUARY 20, 2022	6:30 PM	REGULAR
FEBRUARY 3, 2022	6:30 PM	REGULAR
FEBRUARY 17, 2022	6:30 PM	REGULAR

**NEW AND OTHER BUSINESS:**

➤ **Attendance at Association of Town’s *Training School and Annual Meeting* in NYC in February**

Supervisor Donalty explained that the estimated cost per person to attend the training would be approximately \$1000 per person and a total of \$2300 had been budgeted for Training in budget line A1010.41, therefore two attendees could be sent. Discussion ensued regarding training topics, pandemic issues and assigned delegates.

Councilman Johnson made the motion to approve Phil Williamson to attend the Association of Town’s *Training School and Annual Meeting*. Councilwoman Linson seconded the motion.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye
	Supervisor Donalty	Aye

Motion carried.

➤ **Discussion on next steps to take to regulate cannabis dispensaries**

Town Attorney Young was asked to review next steps for the regulation of cannabis dispensaries in the Town of Walworth. He recommended examining the Town’s code and the current zoning map to aid in the decision of where to allow dispensaries in the Town. Discussion ensued regarding special use permits, the Planning Board review process, dispensary design and the prohibition of cannabis use on Town property.

➤ **Update on revised Town Code and plan for completion**

Town Attorney Young was also asked to comment on the progress of the Town’s code update project. He stated that he had completed his review of the code and had sent his comments to the Town Board members that day. He stated that he would be meeting with the Town’s Code Enforcement Officer to review and then the Town Board would have further opportunity to review and make changes, if necessary. Once that has been completed, the Town Code revisions would enter into the Local Law adoption process, including a public hearing. Comments from Board members included the potential for the other town boards to review the changes and provide input (Planning and Zoning Boards), number of public hearings, and future work sessions.

➤ **Update on Regional Wastewater Treatment Project**

Town Supervisor Donalty stated that the project is moving along well, with the lease agreement with the Wayne County Water & Sewer Authority for lands and pump stations needing to be finalized. Town Attorney Young stated that he will be meeting with the Water Authority’s attorney and will inform the Board of next steps once that is completed and set up a follow-up work session.

➤ **Authorization for the Town Board to sign the agreement to spend Highway funds**

**RESOLUTION 29-22: AUTHORIZATION FOR TOWN BOARD TO SIGN THE AGREEMENT TO SPEND HIGHWAY FUNDS**

Councilman Johnson offered the following Resolution and moved its adoption. Seconded by Councilwoman Linson to wit:

**WHEREAS**, the Town Highway Superintendent has received the Agreement to Spend Highway Funds pursuant to the provision of Section 284 of the Highway Law; and

**WHEREAS**, the sum of \$697,678.00 may be expended for general repairs upon 58.25 miles of Town highways, included sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewals thereof;

**NOW THEREFORE BE IT RESOLVED**, that the Town Board is hereby authorized to sign the Agreement to Spend Highway Funds.

Adopted this 6<sup>th</sup> day of January, 2022 at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye
	Supervisor Donalty	Aye

Resolution carried.

**PUBLIC PARTICIPATION** – No members of the public wished to speak.

**EXECUTIVE SESSION:**

Motion by Councilman Bryson to enter into an executive session to discuss medical, financial, credit, or employment history of a particular person/corp, or matters leading to said dismissal, removal, promotion, appointment, employment, discipline, demotion, or suspension.

Seconded by Councilwoman Linson.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye
	Supervisor Donalty	Aye

Motion carried.

Time: 7:27 PM

**RECONVENE:**

Councilman Bryson made the motion to reconvene the meeting. Seconded by Councilwoman Linson.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye
	Supervisor Donalty	Aye

Motion carried.

Time: 7:43 PM

**ADJOURNMENT:**

Motion by Councilman Bryson to adjourn. Seconded by Councilwoman Linson.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye
	Supervisor Donalty	Aye

Motion carried.

Time: 8:20 PM

Respectfully Submitted,  
Aimée Phillips-Lomb  
Town Clerk