

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 6:31 PM. Supervisor Donalty led those present in the recitation of the Pledge of Allegiance.

**PRESENT:**

Michael Donalty	Supervisor
Amber Linson	Councilwoman
Jim Harden	Councilman
Alex Kelly	Councilman
Rick Johnson	Councilman
Kevin Switzer	Highway Superintendent
Aimée Phillips	Town Clerk

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

**OTHERS PRESENT:** Gene Bavis, Town Historian; four (4) members of the public.

**MINUTES**

Motion by Councilwoman Linson that the minutes of February 16, 2023 Regular Meeting are approved as submitted by the Town Clerk. Seconded by Councilman Johnson.

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

Motion carried.

**ELECTED OFFICIALS’ REPORTS:**

**TOWN CLERK**

Town Clerk Phillips indicated to the Town Board that she would like to implement office summer hours beginning after the Memorial Day weekend through the Labor Day weekend. The office hours would be from 8:00 AM through 4:30 PM Monday through Thursday, and 8:00 AM through 1:30 PM on Friday. Discussion ensued regarding the possibility of other Town departments also choosing to implement these hours and options for gathering information on residents’ interest in this change or other alternate hours.

**HIGHWAY SUPERINTENDENT** - No report.

**COUNCILMAN KELLY**

Councilman Kelly shared that a tentative schedule is in process for the Memorial Day parade and ceremony to be held on May 29, 2023, with the parade taking place at 11:00 AM, followed by the ceremony at 12:00 PM in Ginegaw Park.

**COUNCILWOMAN LINSON**

Councilwoman Linson stated that she had recently attended the Association of Towns conference in New York City and shared takeaways from that training. She also informed those present that the magazine being published by the Walworth Historical Society is set to be mailed to residents the week of March 20, 2023.

**COUNCILMAN HARDEN** – No report.

**COUNCILMAN JOHNSON**

Councilman Johnson informed the Town Board that he had met with Parks Superintendent Mike Buckley regarding the status of the heating project for the workshop area sharing that bids should be received shortly. He also stated that he had attended a “successful” meeting pertaining to the MS4 program and the Town’s responsibilities, and he will serve as the Town’s liaison in this area.

**SUPERVISOR DONALTY**

Supervisor Donalty shared that the FY24 Community Funding Request application period through Congresswoman Tenney’s office is underway with a March 17, 2023 deadline. He encouraged those with community project ideas to please contact him as soon as possible so that this deadline may be met.

**RESOLUTIONS:**

**RESOLUTION 56-23: TO APPROVE LOCAL LAW NO. 4 OF 2023 TO AMEND THE WALWORTH TOWN CODE TO ADDRESS SHORT-TERM RENTALS**

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

**WHEREAS**, a public hearing was duly called for, and held on February 16, 2023, relative to a proposed local law to “Amend the Walworth Town Code to Address Short-Term Rentals,” and all interested parties were permitted an opportunity to speak thereon; and

**WHEREAS**, the Town Board of the Town of Walworth, after due deliberation, finds it in the best interest of the Town to adopt said local law for the reasons set forth therein, and finds that the Walworth Town Code should thus be amended as set forth herein; now, therefore be it

**RESOLVED**, that, in accordance with the State Environmental Quality Review Act, the Town Board hereby approves the attached EAF Part 2 and 3, issuing a negative declaration relative to this matter; and, be it further

**RESOLVED**, that the Town Board hereby adopts said Local Law to “Amend the Walworth Town Code to Address Short-Term Rentals,” all as set forth in the attached Local Law, which is incorporated herein and made a part hereof; and be it further

**RESOLVED**, that the Short Term Rental Permit Fee shall be \$\_\_\_\_\_, and the Short Term Permit Renewal Fee shall be \$\_\_\_\_\_, and such fees shall be so included in the Town fee schedule; and, be it further

**RESOLVED**, that the Town Clerk be and hereby is directed to enter said Local Law into the minutes of this meeting and to give due notice of the adoption of said Local Law to the Secretary of State of the State of New York.

Discussion ensued regarding original and renewal permit fees. Councilwoman Linson made the motion to amend the resolution to state “that the Short Term Rental Permit fee shall be \$250.00, and the Short-Term Permit Renewal Fee shall be \$125.00,…” Councilman Johnson seconded the motion.

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

Motion carried.

**RESOLUTION 56-23: TO APPROVE LOCAL LAW NO. 4 OF 2023 TO AMEND THE WALWORTH TOWN CODE TO ADDRESS SHORT-TERM RENTALS, AS AMENDED**

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

**WHEREAS**, a public hearing was duly called for, and held on February 16, 2023, relative to a proposed local law to “Amend the Walworth Town Code to Address Short-Term Rentals,” and all interested parties were permitted an opportunity to speak thereon; and

**WHEREAS**, the Town Board of the Town of Walworth, after due deliberation, finds it in the best interest of the Town to adopt said local law for the reasons set forth therein, and finds that the Walworth Town Code should thus be amended as set forth herein; now, therefore be it

**RESOLVED**, that, in accordance with the State Environmental Quality Review Act, the Town Board hereby approves the attached EAF Part 2 and 3, issuing a negative declaration relative to this matter; and, be it further

**RESOLVED**, that the Town Board hereby adopts said Local Law to “Amend the Walworth Town Code to Address Short-Term Rentals,” all as set forth in the attached Local Law, which is incorporated herein and made a part hereof; and be it further

**RESOLVED**, that the Short Term Rental Permit Fee shall be \$250.00, and the Short Term Permit Renewal Fee shall be \$125.00, and such fees shall be so included in the Town fee schedule; and, be it further

**RESOLVED**, that the Town Clerk be and hereby is directed to enter said Local Law into the minutes of this meeting and to give due notice of the adoption of said Local Law to the Secretary of State of the State of New York.

Adopted this 2<sup>nd</sup> day of March, 2023 at the meeting of the Town Board.

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

Resolution carried.

**RESOLUTION 57-23: TO AUTHORIZE THE USE OF TOWN HALL CAPITAL RESERVE FUNDS TO REPLACE A HEAT PUMP IN THE TOWN HALL, SUBJECT TO PERMISSIVE REFERENDUM**

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

**WHEREAS**, a heat pump serving a section of the library in the town hall has failed; and

WHEREAS, the heat pump is 30 years old and repairing it is not a viable option; and

WHEREAS, there are sufficient funds in the Town Hall Capital Reserve Fund (A231CR) to cover the estimated costs of the project;

NOW, THEREFORE IT BE RESOLVED, that the Town Board hereby authorizes the use of up to \$15,000.00 from the Town Hall Capital Reserve fund, subject to permissive referendum, to replace the heat pump and repair the ceiling as needed once the replacement is complete.

Adopted this 2<sup>nd</sup> day of March, 2023 at the meeting of the Town Board.

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

Resolution carried.

**COMMUNICATION:**

- **Highway Report for January 2023**
- **Parks Department Monthly Report for February 2023**
- **Letter from the State of New York Unified Court System**, dated February 23, 2023

Councilwoman Linson stated that she and Councilman Kelly will contact the Town Justices to conduct the next Town Board audit.

As it had been neglected to be stated under discussion of the presented resolution previously in the meeting, Supervisor Donalty shared with those present that the Wayne County Planning Board had reviewed the local law regarding short-term rentals and were in favor of the law.

**TOWN BOARD MEETINGS:**

DATE	TIME	MEETING TYPE
MARCH 2, 2023	6:30 PM	REGULAR
MARCH 16, 2023	6:30 PM	REGULAR
APRIL 6, 2023	6:30 PM	REGULAR

**NEW AND OTHER BUSINESS:**

- **Employee Handbook/Policies and Procedures Manual Updates**

Councilman Johnson stated that he and the Town Comptroller would be attending an upcoming webinar training pertaining to employee handbooks on March 29, 2023.

- **Knox Box Installations**

Supervisor Donalty reiterated that this is in process led by the Code Enforcement Officer.

- **Generators**

It was noted that the Town Attorney has prepared a local law to be presented to the Town Board at its meeting on March 16, 2023.

**PUBLIC PARTICIPATION:**

One member of the public addressed the Town Board:

- 1) Patti Holdraker addressed the Town Board on behalf of the Gananda Rotary regarding upcoming volunteering opportunities for which the Rotary could work in conjunction with the Town. She also inquired as to the subject of generators in the Town and the legislation to be discussed. Lastly, she stated that it would be beneficial to the Town to consider applying any remaining ARPA funds to expand the sewer district. Discussion ensued.
- 2) Gene Bavis, Town Historian, shared upcoming dates for Walworth Historical Society events: program regarding the Newark-Marion railroad on March 21, 2023; “Stories from Voices of Wayne County” with Amber Linson on April 17, 2023; annual meeting on May 15, 2023 at which the annual appointment of officers will take place. Additionally, Mr. Bavis reminded residents that the Wayne County Bicentennial Gala will be taking place on May 13, 2023 and tickets are currently on sale. He also invited the local elected and appointed officials to a luncheon that will be held on April 11, 2023 at the Bicentennial Ceremony.

**ADJOURNMENT:**

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

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

Motion carried.

Time: 7:28 PM

Respectfully Submitted,  
 Aimée Phillips  
 Town Clerk