

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 and led those present in the recitation of the Pledge of Allegiance.

<u>PRESENT:</u>	Michael Donalty	Supervisor
	Amber Linson	Councilwoman
	Alex Kelly	Councilman
	Jim Harden	Councilman (entered meeting at 6:33 PM)
	Rick Johnson	Councilman
	Kevin Switzer	Highway Superintendent
	Aimée Phillips	Town Clerk

ABSENT: No members of the Town Board were absent.

OTHERS PRESENT: Christine Stanford, Town Comptroller; Jenna Camacho, Deputy Town Clerk; Ty Van Pelt and CJ Keymel, Representatives from International Brotherhood of Teamsters Local 118; Donald Young, Esq., Town Attorney; Three (3) members of the public.

EXECUTIVE SESSION:

Motion by Councilwoman Linson to enter into an executive session to discuss collective bargaining negotiations per Article 14 of Civil Service Law.

Seconded by Councilman Johnson.

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

Motion carried.

Time: 6:31 PM

(Councilman Harden entered the meeting at 6:33 PM.)

RECONVENE:

Councilman Johnson made the motion to reconvene the regularly scheduled meeting. Seconded by Councilman Kelly.

Time: 7:00 PM.

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

Motion carried.

**PUBLIC HEARING – 6:30 PM – LOCAL LAW NO. 8 OF 2023 TO AMEND THE
WALWORTH TOWN CODE TO ADDRESS THE REMOVAL OF OBSTRUCTIONS,
SNOW AND ICE FROM SIDEWALKS**

PUBLIC HEARING RULES AND PROCEDURES:

Supervisor Donalty reviewed the procedures for the public hearing and Town Clerk Phillips read the following legal notice:

**TOWN OF WALWORTH
NOTICE OF PUBLIC HEARING**

**LOCAL LAW NO. 8 OF 2023 TO AMEND THE WALWORTH TOWN CODE TO ADDRESS
THE REMOVAL OF OBSTRUCTIONS, SNOW AND ICE FROM SIDEWALKS**

PLEASE TAKE NOTICE that a proposed Local Law is under consideration by Town Board of the Town of Walworth, New York, designated as Local Law No. 8-2023 to Amend the Walworth Town Code to Address the Removal of Obstructions, Snow and Ice from Sidewalks in Town.

PLEASE TAKE FURTHER NOTICE that said local law seeks to delineate responsibility for the removal of obstructions, snow and ice from public sidewalks to abutting owners/tenants, etc.

PLEASE TAKE FURTHER NOTICE that said proposed Local Law is on file at the Walworth Town Clerk's Office located at 3600 Lorraine Dr., Walworth, New York, where it is available for public inspection during regular business hours.

PLEASE TAKE FURTHER NOTICE that a public hearing upon said proposed Local Law has been scheduled for the **16th day of November, 2023, at 6:30 PM**, to be held at Walworth Town Hall, 3600 Lorraine Drive, Walworth, NY. An opportunity to be heard in regard thereto will then and there be given to members of the public. Written comments may also be directed to the Walworth Town Clerk, Walworth Town Hall, 3600 Lorraine Dr., Walworth, NY.

Dated: October 26, 2023
BY ORDER OF THE
WALWORTH TOWN BOARD
Aimée Phillips
Town Clerk

Supervisor Donalty declared the Public Hearing opened and asked if anyone present would like to speak in **FAVOR** or **AGAINST**.

Time: 7:02 PM.

Two members of the public spoke regarding the local law:

- 1) Mr. Mart Raidmae inquired as to the verbiage of the law and specifics detailed in the wording. Discussion ensued regarding Town and homeowner liability and notification of law to residents.
- 2) Mr. Rick Nudd commented on unequal taxation of sidewalk districts and benefits to residents.

It was noted that no written correspondence had been received by the Town Clerk's Office.

Motion by Councilwoman Linson to close the Public Hearing.
Seconded by Councilman Johnson.

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

Motion carried.

Time: 7:19 PM.

PUBLIC HEARING – 6:30 PM – LOCAL LAW NO. 9 OF 2023 TO AMEND THE WALWORTH TOWN CODE AT CHAPTER 74 TO ADDRESS CONSULTANT AND PROFESSIONAL FEES

Supervisor Donalty reviewed the procedures for the public hearing and Town Clerk Phillips read the following legal notice:

NOTICE OF PUBLIC HEARING FOR LOCAL LAW TO AMEND THE WALWORTH TOWN CODE AT CHAPTER 74 TO ADDRESS CONSULTANT AND PROFESSIONAL FEES

PLEASE TAKE NOTICE that a proposed Local Law is under consideration by Town Board of the Town of Walworth, New York, designated as Local Law No. 9 of 2023 to Amend the Walworth Town Code to Address Consultant and Professional Fees.

PLEASE TAKE FURTHER NOTICE that the purpose of said Local Law to continue to ensure the Town is adequately reimbursed for professional and consultant fees incurred by the Town in addressing development applications.

PLEASE TAKE FURTHER NOTICE that said proposed Local Law is on file at the Walworth Town Clerk's Office located at 3600 Lorraine Dr., Walworth, New York, where it is available for public inspection during regular business hours.

PLEASE TAKE FURTHER NOTICE that a public hearing upon said proposed Local Law has been scheduled for **November 16, 2023, at 6:30 PM**, to be held at Walworth Town Hall, 3600 Lorraine Drive, Walworth, NY. An opportunity to be heard in regard thereto will then and there be given to members of the public. Written comments may also be directed to the Walworth Town Clerk, Walworth Town Hall, 3600 Lorraine Dr., Walworth, NY.

Dated: November 2, 2023
BY ORDER OF THE
WALWORTH TOWN BOARD
Aimée Phillips
Town Clerk

Supervisor Donalty declared the Public Hearing opened and asked if anyone present would like to speak in **FAVOR** or **AGAINST**.

Time: 7:20 PM.

No members of the public wished to comment.

It was noted that no written correspondence had been received by the Town Clerk's Office.

Motion by Councilwoman Linson to close the Public Hearing.
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: 7:21 PM.

MINUTES

Motion by Councilwoman Linson that the minutes of November 2, 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:

The following report was submitted to the Town Board:

Monthly Report of the Supervisor for August 2023
Monthly Report of the Town Clerk for October 2023

Motion by Councilman Johnson to accept all Department reports as submitted. Seconded by Councilman Kelly.

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

Motion carried.

TOWN CLERK

Town Clerk Phillips shared that the proposition pertaining to the abolishment of the Receiver of Taxes elected office had passes and stated that the transition of those duties was underway.

HIGHWAY SUPERINTENDENT – No report.

COUNCILMAN KELLY – No report.

COUNCILWOMAN LINSON

Councilwoman Linson reminded those present that the Walworth Historical Society’s next event would take place at the Lodge in Ginegaw Park on November 20, 2023 at 12:00 PM entitled “Soup with Dick and Jane.

COUNCILMAN HARDEN – No report.

COUNCILMAN JOHNSON

Councilman Johnson shared that the advertised Town Comprehensive Plan Update Open House took place on Wednesday, November 15, 2023 and was well-done and attended by members of the public who were able to offer comment to committee members present.

SUPERVISOR DONALTY – No report.

RESOLUTIONS:

RESOLUTION 176-23: BUDGET MODIFICATIONS

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

Budget Modifications for Nov 16, 2023							
	\$		Acct #	Description	Acct #		Reason
General Fund							
Transfer	\$ 898.00	FROM	A7310.43	Day Camp	TO	A7310.45	Town Topics Printing/mailing increase in costs
Transfer	\$ 415.00	FROM	A7310.48	Farmers Market	TO	A7310.45	Town Topics Printing/mailing
Transfer	\$ 50.00	FROM	A7310.46	Shirts	TO	A7310.45	Town Topics Printing/mailing

Adopted this 16th day of November, 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 177-23: ABSTRACT 11, APPROVAL

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

TOWN OF WALWORTH				
Abstract # 011				
Summary by Fund				
11/14/23 14:48:11				
Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND	16,858.45	145,587.25	162,445.70
CM1-	PARK SPECIAL REVENUE FUND	141.94	20.87	162.81
DA	HIGHWAY FUND	12,779.72	128,172.77	140,952.49
HC	NEW PAVILION IN GINEGAW PARK		24.40	24.40
SL3-	GANANDA LIGHT DISTRICT	1,208.28		1,208.28
SS	WALWORTH SEWER DISTRICT #1	2,853.25	87,975.77	90,829.02
TA	TRUST & AGENCY	76,546.13		76,546.13
TC	CUSTODIAL TRUST	100.00	5,609.20	5,709.20
Total:		110,487.77	367,390.26	477,878.03

Voucher Numbers 1424-1593, 151-167, 110-117

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

Adopted this 16th day of November, 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 178-23: AUTHORIZE THE DEPUTY TOWN SUPERVISOR TO SIGN THE 2024 AGREEMENT WITH LINCOLN FIRE DEPARTMENT FOR FIRE PROTECTION SERVICES

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

WHEREAS, a public hearing was held on November 2, 2023 on the 2024 Lincoln Fire Department Agreement for fire protection services; and

WHEREAS, the Town Board has reviewed any comments made at the public hearing and has reviewed the proposed contract as submitted;

BE IT RESOLVED that the Town Board held the public hearing on November 2, 2023 and that Amber Linson, the Deputy Town Supervisor of the Town of Walworth is hereby authorized to sign the contact with the Lincoln Fire Department for fire protection services in the Lincoln Fire Protection District for the contract amount of \$173,000.00 for the year 2024.

Adopted this 16th day of November, 2023, at a meeting of the Town Board.

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

Resolution carried

RESOLUTION 179-23: AUTHORIZE THE TOWN SUPERVISOR TO SIGN THE 2024 AGREEMENT WITH WEST WALWORTH VOLUNTEER FIRE DEPARTMENT FOR FIRE PROTECTION SERVICES

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

WHEREAS, a public hearing was held on November 2, 2023 on the 2024 West Walworth Volunteer Fire Department Agreement for fire protection services; and

WHEREAS, the Town Board has reviewed any comments made at the public hearing and has reviewed the proposed contract as submitted;

BE IT RESOLVED that the Town Board held the public hearing on November 2, 2023 and that Michael Donalty, the Town Supervisor of the Town of Walworth is hereby authorized to sign the contract with the West Walworth Volunteer Fire Department for fire protection services in the West Walworth Fire Protection District for the contract amount of \$202,695.00 for the year 2024.

Adopted this 16th day of November, 2023, at a 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 180-23: AUTHORIZE THE TOWN SUPERVISOR TO SIGN THE 2024 AGREEMENT WITH WESTERN WAYNE AMBULANCE, INC. FOR EMERGENCY MEDICAL SERVICES

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

WHEREAS, a public hearing was held on November 2, 2023 on the 2024 Western Wayne Ambulance, Inc. Agreement for emergency medical services; and

WHEREAS, the Town Board has reviewed any comments made at the public hearing and has reviewed the proposed contract as submitted;

BE IT RESOLVED that the Town Board held the public hearing on November 2, 2023 and that Michael Donalty, the Town Supervisor of the Town of Walworth is hereby authorized to sign the contact with the Western Wayne Ambulance, Inc. for emergency medical services in the Town of Walworth for the contract amount of \$33,000.00 for the year 2024.

Adopted this 16th day of November, 2023 at a 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 181-23: ADOPTION OF THE 2024 TOWN OF WALWORTH BUDGET

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

WHEREAS, the Town Board of the Town of Walworth held a public hearing on November 2, 2023; and

WHEREAS, the proposed 2024 Town of Walworth Budget will not exceed the New York State Tax Cap amount of 2 %; and

WHEREAS, the Town of Walworth passed Local Law No. 7 of 2023 (Resolution 146-23) on September 21, 2023 to override the tax levy limit established in General Municipal Law §3-c; and

BE IT RESOLVED that the budget for the year 2024 be adopted subject to the use of fund balances as follows:

General Fund	\$ 269,488.00
Park Special Revenue Fund	\$ 12,900.00
Highway Fund	\$250,000.00
Debt Service	\$ 4,903.00
Cemeteries	\$0.00
TOTAL	\$537,291.00

BE IT FURTHER RESOLVED, that the Town Board of the Town of Walworth adopts the 2024 Town of Walworth Budget with the amendments presented.

Town Comptroller Stanford reviewed the changes that were made from the Preliminary Budget and noted that the tax rate has decreased.

Adopted this 16th day of November, 2023, at a 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.

The following was noted:

Town Comptroller

From:

Sent:

To:

Subject:

LGSAMonitoring@osc.ny.gov

Thursday, November 16, 2023 7:36 PM

Christine Stanford; LGSA Monitoring

The Town of Walworth Tax Cap Form (FYE 12/31/2024) has been placed into Submitted

The status of the Tax Cap Form for Town of Walworth, fiscal year ending 12/31/2024, has been changed to Submitted.

If you have questions about this correspondence, please email LGSAMonitoring@osc.ny.gov.

RESOLUTION 182-23: TO SET PUBLIC HEARING FOR TOWN OF WALWORTH COMPREHENSIVE PLAN UPDATE

Councilman Johnson offered Resolution 182-23 and moved its adoption. Seconded by Councilwoman Linson to wit:

WHEREAS, the Walworth Town Board desires to update its long-range plans for the future of the Town of Walworth; and

WHEREAS, the Town Board authorized the update of the Town’s 2016 Comprehensive Plan and established a committee to draft such plan; and

WHEREAS, the committee has conducted work sessions, a community-wide survey and an open house to gather community input; and

WHEREAS, the committee has composed a draft of the updated Comprehensive Plan for Town Board review;

NOW, THEREFORE, BE IT RESOLVED, that a public hearing shall be had on the Town Comprehensive Plan 2023 Update on **December 7, 2023 at 6:30 p.m.** for the purpose of hearing the public in relation to the Plan document; and

BE IT FURTHER, RESOLVED, that the Town Clerk shall advertise said public hearing as required under New York State Law.

Adopted this 16th day of November, 2023, at a 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 183-23: TO APPROVE LOCAL LAW NO. 8 OF 2023 TO AMEND THE WALWORTH TOWN CODE TO ADDRESS THE REMOVAL OF OBSTRUCTIONS, SNOW AND ICE FROM SIDEWALKS (TABLED)

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

WHEREAS, a public hearing was duly called for, and held on November 16, 2023, relative to a proposed local law to “Amend the Walworth Town Code to Address the Removal of Obstructions, Snow and Ice from Sidewalks,” 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 finds that the action is a Type II action pursuant to 6 NYCRR 617.5(c)(1) and no further review is required; and, be it further

RESOLVED, that the Town Board hereby adopts said Local Law to “Amend the Walworth Town Code to Address the Removal of Obstructions, Snow and Ice from Sidewalks,” 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 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 liability concerns and the Town’s responsibility to residents.

Councilwoman Linson made the motion to table this resolution until the first Town Board meeting in March of 2024. Seconded by Councilman Johnson.

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

Motion carried.

RESOLUTION 184-23: TO APPROVE LOCAL LAW TO AMEND THE WALWORTH TOWN CODE AT CHAPTER 74 TO ADDRESS CONSULTANT AND PROFESSIONAL FEES

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

WHEREAS, a public hearing was duly called for, and held relative to a proposed local law “to Amend the Walworth Town Code to Address Consultant and Professional Fees,” 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 the Town Board hereby adopts said Local Law “to Amend the Walworth Town Code to Address Consultant and Professional Fees,” 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 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; and, be it further

RESOLVED, that consist with such Local Law, the Town of Walworth Fee Schedule is hereby amended such that the block thereon entitled “*Town Code Chapter 74: Consultant and Professional Fees, Reimbursement of” is revised to read as follows:

* Per Town Code Chapter 74: Consultant and Professional Fees, Reimbursement of,” consultant fees incurred for consulting, professional, or other related services as described in Chapter 74 shall be borne by the applicant. An escrow deposit may be required in advance to cover the estimated costs. The amounts set forth in this Fee Schedule for escrow represent the minimum initial deposit, and such minimum amounts are subject to review by the Department of the Building Inspector and Code Enforcement and may be required to be greater as per Chapter 74. Should no escrow amount be specified/required, the costs will be billed to the applicant on a monthly basis.

Adopted this 16th day of November, 2023 at a 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 185-23: AUTHORIZE THE TOWN CLERK TO SIGN THE SPEED REDUCTION REQUEST FORM PERTAINING TO SWADLING ROAD

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

WHEREAS, concerns have been raised by residents of the Town of Walworth regarding the current speed limit on Swadling Road; and

WHEREAS, the Town of Walworth inquired to Wayne County as to the procedure to request a speed reduction; and

WHEREAS, Wayne County Superintendent of Public Works instructed the Town of Walworth to complete and submit form TE9a to begin the process;

The following was submitted:

Regional Traffic Engineer
Region No. _____
Department of Transportation

Gentlemen:

The Town Board of the Town of _____, by a resolution adopted _____, and the County Superintendent of Highways of the County of _____, hereby request the Department of Transportation, pursuant to Section 1622.1 of the Vehicle and Traffic Law, to establish a lower maximum speed at which vehicles may proceed on _____, a _____
County Road
Town Highway

between _____ and _____.

Upon receipt of the notice that the regulation herein requested has been established, the _____ of _____ will provide, install and maintain signs in accordance with the Vehicle and Traffic Law and conforming to the Manual of Uniform Traffic Control Devices of the Department of Transportation.

Dated: _____ Town Clerk

Dated: _____ County Superintendent

Comments by County Superintendent:

TE 9a (2/78)

BE IT RESOLVED, The Walworth Town Clerk is authorized to sign the speed reduction request form and submit the form to the Wayne County Department of Public Works.

Adopted this 16th day of November, 2023 at a 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 186-23: APPOINTMENT OF EMILY KUNZ AS ASSESSOR FOR THE TOWN OF WALWORTH

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

WHEREAS, the Town Board has accepted the resignation of the current assessor, Melissa Halstead; and

WHEREAS, the personnel committee completed a search for a replacement and recommends Emily Kunz to fill the position; and

WHEREAS, the Town of Walworth acknowledges that Emily Kunz satisfies the minimum qualification standards for real property assessors established by the State Board of Real Property Services; Now

THEREFORE BE IT RESOLVED that the Town Board of the Town of Walworth appoints Emily Kunz as Assessor for the Town of Walworth, effective December 1, 2023, to finish the

current term that began October 1, 2019 and ends September 30, 2025. The annual starting salary will be \$31,200 with incremental increases as the final three courses are completed as follows.

- Course 1 - \$1,250 per year
- Course 2 - \$1,250 per year
- Course 3 - \$1300 per year will be added to the annual salary upon completion of the final course.

Adopted this 16th day of November, 2023, at a 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:

- **Walworth Wastewater Treatment Plant Monthly Report for October 2023**
- **Animal Control Officer Report for October 2023**
- **Walworth Recreation Department Month End Report for October 2023**
- **Parks & Facilities Department Monthly Report, dated November 9, 2023**

TOWN BOARD MEETINGS:

DATE	TIME	MEETING TYPE
DECEMBER 7, 2023	6:30 PM	REGULAR
DECEMBER 21, 2023	6:30 PM	REGULAR

Supervisor Donalty stated that the presentations at the December 7, 2023 Town Board meeting would be George Bastido, Wayne County Emergency Management, regarding the 2024 Solar Eclipse and a local Boy Scout presenting an Eagle Scout project proposal.

NEW AND OTHER BUSINESS:

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

Councilwoman Linson stated that the Employment Handbook had been reviewed by the labor attorney and suggestions for edits were offered. The next step will be for the handbook to be sent to and approved by the union.
- **Resolution for submission to the Wayne County Planning Board for review authorizing Town Supervisor to sign the Determination of Significance to indicate the issuance of a Negative Declaration (SEQRA) pertaining to the Town’s Comprehensive Plan Update**

RESOLUTION 187-23: AUTHORIZING THE TOWN SUPERVISOR TO SIGN THE DETERMINATION OF SIGNIFICANCE TO INDICATE THE ISSUANCE OF A NEGATIVE DECLARATION FOR ISSUING A NEGATIVE DECLARATION OF ENVIRONMENTAL SIGNIFICANCE PURSUANT TO THE NEW YORK STATE ENVIRONMENTAL QUALITY REVIEW ACT (SEQRA) FOR THE ADOPTION OF THE TOWN OF WALWORTH COMPREHENSIVE PLAN UPDATE

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

WHEREAS, the Walworth Town Board (the “Board”) has determined that the adoption of the Town of Walworth Comprehensive Plan Update (the “Plan”) is a Type I Action pursuant to the State Environmental Quality Review Act (“SEQRA”), and that the Town Board is the only involved agency for the SEQRA process; and

WHEREAS, the Walworth Town Board caused a Full Environmental Assessment Form to be prepared for assessing the potential environmental impacts that may result from the adoption of the Plan; and

WHEREAS, the Walworth Town Board has reviewed and considered Part 1 of the Full Environmental Assessment Form, public comments and environmental record concerning the Plan, as well as completed the applicable Parts 2 and 3 of the Full Environmental Assessment Form and identified no significant adverse impacts;

NOW, THEREFORE BE IT FURTHER RESOLVED that no potential significant adverse environmental impacts were identified with the proposed adoption of the Walworth Comprehensive Plan using the criteria for determining significance identified in 6 NYCRR § 617.7(c)(1) and in accordance with 6 NYCRR § 617.7(c)(2) and (3), and the Walworth Town Board hereby finds and concludes that the Proposed Action will not present a potential significant adverse environmental impact and hereby issues a Negative Declaration; and

BE IT FURTHER RESOLVED, that the Supervisor is directed to sign the Determination of Significance to indicate the issuance of a Negative Declaration; and

BE IT FURTHER RESOLVED, that copies of this Resolution and notice of the Negative Declaration as adopted by the Town Board be filed, published and circulated to the extent required by any applicable ordinance, statute or regulation, including publication in NYSDEC’s Environmental Notice Bulletin as well as provided to the Town Engineer, and the Town Clerk.

Adopted this 16th day of November, 2023 at a 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.

PUBLIC PARTICIPATION – No members of the public wished to address the Town Board.

ADJOURNMENT:

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

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

Motion carried.

Time: 7:49 PM

Respectfully Submitted,
Aimée Phillips
Town Clerk