

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

PRESENT:

Laura Elsbree	Supervisor
Amber Linson	Councilwoman
Craig Jeffers	Councilman
Daniel Botsford	Councilman
Alex Kelly	Councilman
Nadine Seppeler	Town Clerk

ABSENT Kevin Switzer - Highway Superintendent

OTHERS PRESENT: Mike Buckley – Parks and Facilities Superintendent, Emilo Moran – Engineer (MRB), Valen Fisher – Deputy Town Clerk, Newspaper Reporter, Twenty (20) members of the public.

MINUTES

Motion by Councilwoman Linson that the minutes of **February 19, 2026, and February 24, 2026**, are approved as submitted by the Town Clerk. Seconded by Councilman Kelly.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Councilman Kelly	Aye
	Supervisor Elsbree	Aye

Motion carried.

PRESENTATIONS: None

REPORTS OF COMMITTEES (LIAISON/ELECTED OFFICIALS' REPORTS):

TOWN CLERK – Town Clerk Seppeler along with Deputy Town Clerk Fisher will be attending the 2026 annual Town Clerk’s Association Conference in Albany NY from April 19th – April 22nd. We are currently working on ensuring that the Town Clerk’s office will remain open during our time away and will update everyone when coverage is available.

Second notices for taxes were mailed out at the beginning of the week for all outstanding Tax Bills remaining. Anyone who has not settled their Town and County Tax Bills by March 31st will no longer be able to settle with the Town Clerk/Receiver of Taxes and therefore will need to settle with the Wayne County Treasurer’s Office. Additional penalties apply after March 31st.

COUNCILWOMAN LINSON – Reports that her and Code Enforcement Officer Brett have been reviewing code issues while he is on leave. They would like to hold a workshop with the Town Board and the Code Enforcement Officer and will plan to have one once he returns from leave.

She then brought up a statement made at the 11/20/2025 Regular meeting of the Town Board in regard to the increase in budget that caused the board to exceed the tax cap for the 2026 Budget for resolution 175-25, she wishes to correct the statement for the record: At the time she said the Preliminary Budget shows an increase of 13% and that through the work shop process we were able to cut an additional 7%. However, the Preliminary had a 20% increase and through the workshop process the Board cut 7% which brought the increase down to 13%. She offers her apologies for any confusion her statement may have caused our residence. The rest of her previous statement still stands; most cost increases are due to utilities, medical insurance, and NYS retirement and cost increases in the future will inevitably continue to cause tax cap overrides.

COUNCILMAN KELLY- Nothing to report.

COUNCILMAN BOTSFORD – Reports that he met with the Parks Superintendent and discussed the Lodge, as well as received a tour.

COUNCILMAN JEFFERS - Nothing to report.

SUPERVISOR ELSBREE- Nothing to report.

RESOLUTIONS:

RESOLUTION 69-26 ABSTRACT OF CLAIMS FOR TOWN BOARD AUDIT DATED MARCH 5, 2026

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

Run: 2/27/2026 at 9:10 AM Page: 1

ABSTRACT OF CLAIMS FOR TOWN BOARD AUDIT DATED 3/05/2026
 Town of Walworth
 3600 Lorraine Drive

SUMMARY BY FUND

	<u>Prepays</u>	<u>Unpays</u>	<u>Totals</u>
SS - Special District - Sewer TOTAL	0.00	1,948.43	1,948.43
REPORT TOTAL	0.00	1,948.43	1,948.43

Voucher numbers #2067, # 2068, # 2069

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

Adopted this 5th day of March, 2026 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Councilman Kelly	Aye
	Supervisor Elsbree	Aye

Resolution carried.

RESOLUTION 59-26 AUTHORIZATION TO CONTRACT WITH ONCRETE SOLUTIONS TO PREP AND APPLY A METALLIC FINISH EPOXY FLOOR COATING IN THE GINEGAW LODGE, NOT TO EXCEED \$17,500, WITH THE USE OF FUNDS AVAILABLE IN CM1.

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

WHEREAS the current state of the Lodge floor is deteriorating, and

WHEREAS the Parks and Facilities Department did solicit 3 quotes for the work per the procurement policy, as follows:

Oncrete Solutions	\$17,500
Everlast Concrete Coatings	\$19,500
Apollo Concrete Coatings	Surface type not offered

WHEREAS funds will be available in CM.01.7110.201 for the current 2026 budget, subject to the following budget revision:

Appropriate \$17,500 from CM1 fund balance to CM.01.7110.201

NOW, THEREFORE, BE IT RESOLVED that the Parks Superintendent is authorized to contract with Oncrete Solutions to prepare and apply a metallic finish epoxy floor coating in the

Ginegaw Lodge, and the Town Supervisor is authorized to make the appropriate budget modification to fund this project, not to exceed \$17,500.

Councilman Botsford motioned to table the resolution till 3/5/2026, seconded by Councilman Kelly.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Councilman Kelly	Aye
	Supervisor Elsbree	Absent

Resolution tabled.

Councilwoman Linson motioned to take the Resolution from the table. Seconded by Councilman Kelly.

Discussion: It was discussed that the process to re-finish the Lodge floors began back in 2025, but due to the length of time it took to get quotes it pushed the project into 2026.

Adopted this 5th day of March 2026 at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Councilman Kelly	Aye
	Supervisor Elsbree	

Resolution carried.

RESOLUTION 70-26 AUTHORIZE TOWN OFFICIALS TO SIGN THE RBC WEALTH MANAGEMENT CERTIFICATE OF INVESTMENT POWERS FOR LOSAP

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

The following was submitted: (next page)



455 Petroon Creek Blvd
Suite 200
Albany, NY 12206
Office: (518) 432-1450
Toll free: (866) 678-5070

February 19, 2026

Dear Board Members:

Congratulations to any new members that were recently elected to your Board. We would like to ensure we have an updated record of the individuals authorized to sign for your LOSAP account, and to make sure you have updated contact information for our team as well.

Enclosed please find the current Certificate of Investment Powers (CIP) document for your account at RBC Wealth Management. This document indicates who the authorized signers are for your LOSAP account at RBC. Please review the signers on file and the contact information we have for each. If you wish to update the signers on your account, please have all persons who are to be authorized sign the blank CIP and provide their contact information on the LOSAP Contact List. If you have any members who will not be authorized but wish to be on the email distribution list for updates and information, please add their information to the Contact List as well. If no changes have been made from the current form we have on file, no update is needed.

We would also like to take this opportunity to make sure your account documents are all up to date. Any outdated or missing documents are also enclosed. Please have one authorized person sign any additional included documents and return them all together in the envelope provided. Please contact us with any questions about any of the specific documents enclosed.

Additionally, we have included updated information about The LOSAP Group. With Dave's planned retirement, we expanded our team to include 4 Financial Advisors and 3 support staff personnel. We appreciate the unique backgrounds and strengths that each person brings to the group, and we're excited about the expanded capabilities we have to offer our clients, including the benefits of a multigenerational practice.

A postage paid envelope is provided for your convenience in returning documents to us. If you have any questions or would like to schedule a meeting, please do not hesitate to call us at 518-432-5087 or toll free 866-465-1573.

Thank you.

Sincerely,

Nikki C. Haskins



5G20260219-0095031296800UCIP02

Account Number 31296800

Rep ID 0002FW Alternate Branch 010AY

CERTIFICATION OF INVESTMENT POWERS
CORPORATE/LIMITED LIABILITY COMPANY/PARTNERSHIP
FAMILY LIMITED PARTNERSHIP/SOLE PROPRIETORSHIP ACCOUNTS

CLIENT INFORMATION

Name and Address
Town Of Walworth
WEST WALWORTH FIRE PROTECTION
DISTRICT SERVICE AWARD PROGRAM
3600 Lorraine Drive
WALWORTH NY 14588-9311

CLIENT CERTIFICATION
In consideration of RBC Wealth Management, a division of RBC Capital Markets, LLC ("RBC WM"), Member NYSE/FINRA/SIPC, agreeing to open and maintain an account for the Corporation/Limited Liability Company/Partnership/Family Limited Partnership/Sole Proprietorship (the "Entity") named above, I or we, the undersigned Officer(s), Manager(s), Partner(s) and/or Sole Proprietor (collectively, the "Authorized Party" or "Authorized Parties"), as applicable, certify as follows:

1. The Entity was incorporated or organized in the state/country of NEW YORK in 1929 (year)
2. Distributions, Investments and RBC Express Credit (margin) or Other Credit Transactions. We certify that we have full authority to:
 - a. Make distributions/transfers from the account.
 - b. Enter into transactions to trade, buy, sell, convey, pledge, mortgage, lease, transfer title or otherwise acquire or dispose of any interest in real or personal property including, without limitation, stocks, bonds, notes, warrants and other securities, and annuities, futures, currencies and commodities, EXCEPT as limited by the following: NONE
 - c. Engage in the following borrowing and other credit transactions (check all that apply):
 - RBC Express Credit (margin) transactions, including the granting of a security interest in favor of RBC WM in the assets of the account.
 - Pledge or subject to a security interest in favor of RBC WM or third parties any of the property of the Entity as security for any liability of the Entity or third parties.
 - Option transactions: (check all that apply)
 - Covered Call Writing/Protective Put Purchasing
 - Cash Backed Put Writing
 - Purchasing Puts/Calls
 - Spreads
 - Naked Call/Put Writing & Writing Combinations/Straddles
 - Other _____
3. Single Authorized Party's Ability to Bind the Entity. We represent and warrant that:
 - a. Any one of the Authorized Parties who signs below may independently exercise any of the Entity's powers, including the power to take the actions set forth in Item No. 2.
 - b. Any one Authorized Party may individually act on behalf of, and bind the Entity, as well as execute any documents on behalf of the Entity that RBC WM requires, including an agreement to arbitrate all disputes concerning the Entity accounts.
4. We, the Authorized Parties jointly and severally, and on behalf of the Entity named above, agree to indemnify, and agree that the Entity shall indemnify RBC WM and hold RBC WM harmless from any liability for effecting transactions of the type specified above, if RBC WM acts pursuant to instructions given by any of the Authorized Parties listed under Item No. 2.
5. We agree to inform RBC WM in writing of any amendment to the relevant investment authorization resolution or other authorization by the Entity, any changes in the composition of the Authorized Parties named below, or any other event which could materially alter the certifications made herein.
6. This Certification of Investment Powers shall not be deemed to be, or construed as, an amendment or modification to any agreement(s) between RBC WM and the account owner(s) named above.

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5G20260219-0095031296800UCIP02

Account Number 31296800

Rep ID: 0002FW Alternate Branch: 010AY

CERTIFICATION OF INVESTMENT POWERS
CORPORATE/LIMITED LIABILITY COMPANY/PARTNERSHIP
FAMILY LIMITED PARTNERSHIP/SOLE PROPRIETORSHIP ACCOUNTS

CLIENT CERTIFICATION CONTINUED

7. **Authorized Parties with Investment Authority.** We hereby certify that the undersigned are all of the Authorized Parties entitled to make investment decisions on behalf of the Entity and that such authority has been granted by resolution or other required Entity action duly adopted by the governing body of the Entity. We further certify that the authority conferred to the Authorized Parties hereunder is not inconsistent with the Charter, By-Laws or other governing documents of the Entity, that the statements contained in this Certification of Investment Powers are true and correct, and there are no other provisions in relevant resolutions or amendments to it that limit the powers of the Authorized Parties to sell, convey, pledge, mortgage, lease, or transfer title to or interests in real personal property including, without limitation, stocks, bonds, notes, warrants and other securities, as indicated under Item No. 2b and c.

SIGNATURES

Authorized Party Signature	Date	Authorized Party Signature	Date
Print Name from Signature Above		Print Name from Signature Above	
Authorized Party Signature	Date	Authorized Party Signature	Date
Print Name from Signature Above		Print Name from Signature Above	
Authorized Party Signature	Date	Authorized Party Signature	Date
Print Name from Signature Above		Print Name from Signature Above	

(All officers with investment authority must sign. Attach extra page if necessary.)

SECRETARY CERTIFICATION (REQUIRED IF ENTITY IS A CORPORATION)

I hereby certify that I am the duly appointed Secretary or Assistant Secretary of the Entity and that the Board of Directors of the Entity has granted the Authorized Parties listed above the authority to, on behalf of the Entity, purchase, invest in, acquire, sell, assign, transfer, or otherwise dispose of any and all types and kinds of securities including but not limited to stocks, bonds, debentures, notes, rights, options, warrants, certificates of every kind and nature whatsoever; and to enter into agreements, contracts, and arrangements with respect to such security transactions, and to execute, sign or endorse on behalf of the Entity such agreements and to affix the corporate seal on same.

I further certify that the authority thereby conferred is not inconsistent with the Charter or Bylaws of the Entity and that the Authorized Parties listed above are officers of the Entity as of the present date.

In Witness whereof, I have hereunto set my hand this _____ day of _____ (month) (year)

Signature of Secretary/Assistant Secretary	Date	Print Name of Secretary/Assistant Secretary
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RBC WEALTH MANAGEMENT - LOSAP Contact List

ACCOUNT NAME: TOWN OF WALWORTH – WEST WALWORTH
 LENGTH OF SERVICE AWARD PROGRAM

ACCOUNT: 31296800

PRIMARY CONTACT #1
 Name: _____
 Title: _____
 Business Phone: _____ Cell Phone: _____
 E-Mail Address: _____

ADDITIONAL CONTACT #2
 Name: _____
 Title: _____
 Business Phone: _____ Cell Phone: _____
 E-Mail Address: _____

ADDITIONAL CONTACT #3
 Name: _____
 Title: _____
 Business Phone: _____ Cell Phone: _____
 E-Mail Address: _____

ADDITIONAL CONTACT #4
 Name: _____
 Title: _____
 Business Phone: _____ Cell Phone: _____
 E-Mail Address: _____

ADDITIONAL CONTACT #5
 Name: _____
 Title: _____
 Business Phone: _____ Cell Phone: _____
 E-Mail Address: _____

CONTINUE NEXT PAGE

BE IT RESOLVED, that the Town Supervisor and the Deputy Town Supervisor are authorized to sign the Certificate of Investment Powers with RBC Wealth Management of LOSAP.

Adopted this 5th day of March 2026, at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Kelly	Aye
	Councilman Botsford	Aye
	Supervisor Elsbree	Aye

Resolution carried.

RESOLUTION 71-26 AUTHORIZE THE TOWN BOARD TO SIGN RESOLUTION APPROVING 2025 CERTIFIED POINTS FOR THE LINCOLN FIRE DEPARTMENT LENGTH OF SERVICE PROGRAM

Councilwoman Linson moved the following Resolution and moved its adoption. Seconded by Councilman Botsford to wit:
The following was submitted:

**Town of Walworth
Resolution of the Town Board
Resolution Number: _____**

In the matter of approving the 2025 certified points

WHEREAS, the Town is the sponsor of a Length of Service Award Program (LOSAP) on behalf of the Lincoln Fire Department in accordance with Article 11-A of the New York State General Municipal Law (GML);

WHEREAS, as required by GML § 219-a(2)(c), the Lincoln Fire Department has submitted the attached list, certified under oath, of active members of the Fire Department, indicating those volunteers who earned at least fifty (50) points during 2025 to qualify for service credit;

WHEREAS, the certification made by the Fire Department includes a statement that the points recorded on the attached list have been tabulated in accordance with the Point System adopted by the Town to be in effect during calendar year 2025, and to the best of the knowledge of the Fire Department, is a true and accurate reflection of the activities performed by the active members;

WHEREAS, GML § 219-a(2)(d) requires the Town Board (Board) to review and approve the attached list, then return it to the Fire Department to be posted for thirty (30) days; and

WHEREAS, the Board has completed its review of the attached list; NOW, THEREFORE BE IT

RESOLVED, that the Town Board approves the attached list of volunteer firefighters of the Lincoln Fire Department and the points earned by these firefighters during calendar year 2025; and be it further

RESOLVED, that a copy of this adopted resolution and the attached list shall be returned to the Fire Department for posting for a minimum of thirty (30) days.

Councilperson _____ raised the motion to approve, Councilperson _____ seconded the motion, and upon roll call the vote of the Board was as follows:

Town Supervisor	_____	Aye / Nay / Absent
Councilperson	_____	Aye / Nay / Absent
Councilperson	_____	Aye / Nay / Absent
Councilperson	_____	Aye / Nay / Absent
Councilperson	_____	Aye / Nay / Absent

The resolution was thereupon declared duly adopted.

Dated: _____

Certified by Town Clerk (signature or seal): _____

BE IT RESOLVED, that the Town Board is authorized to sign resolution approving 2025 certified points for the Lincoln Fire Department Length of Service Program.

Adopted this 5th day of March, 2026 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Councilman Kelly	Abstain
	Supervisor Elsbree	Aye

Resolution carried.

RESOLUTION 72-26 TO APPROVE APPLICATION FROM GUY ALVITO TRUCKING SERVICE LLC FOR EXCAVATION AND TOPSOIL REMOVAL

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

WHEREAS, the Engineer for the Town has reviewed the application for excavation and top-soil removal at the vacant land between Johnny Lane and Alexandra Street from Guy Alvito Trucking Service LLC and supports/recommends that a permit be issued according to the application;

NOW, THEREFORE BE IT RESOLVED, that the application be approved and filed and a permit for excavation and topsoil removal be issued to Guy Alvito Trucking Service LLC with the condition that the contractor provides a narrative describing the timeline and quantity of screening so the Town can monitor as needed.

Adopted this 5th day of March 2026, at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Kelly	Aye
	Councilman Botsford	Aye
	Supervisor Elsbree	Aye

Resolution carried.

RESOLUTION 73-26 TO ADVERTISE TO FILL THE POSITION OF FULL TIME CLERK TYPIST FOR THE BUILDING DEPARTMENT

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

WHEREAS, the Town Board intends to fill the position of full-time Clerk Typist for the Building Department.

THEREFORE, BE IT RESOLVED, the Town Board authorizes the Town Clerk to advertise for applications for the position.

Discussion: Councilwoman Linson stated that this is a 2026 Budget position.

Adopted this 5th day of March, 2026 at the meeting of the Town Board

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Kelly	Aye
	Councilman Botsford	Aye
	Supervisor Elsbree	Aye

Resolution carried.

RESOLUTION 74-26 TO ADVERTISE AND FILL THE POSITION OF FULL TIME CODE ENFORCEMENT OFFICER

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

Whereas, the current Code Enforcement Officer is a full-time employee on a waiver of section 211 of the New York State Retirement and Social Security Law.

Whereas, a waiver request must be resubmitted to and approved by the Civil Service Commission annually,

Whereas, the Town must canvas for non-retiree candidates prior to issue of waiver.

THEREFORE, BE IT RESOLVED, the Town Board authorizes Town Clerk to advertise for applications for this position.

Discussion: Councilwoman Linson explained why we have to post the position due to the current Code Enforcement Officer already receiving retirement through the state for his time working as a Firefighter, the Town needs to apply for a 211 application (waiver) and canvas for

qualified non retired candidates from the Civil Service list before they can proceed with the application. The current waiver ends in May 2026.

Adopted this 5th day of March, 2026 at the meeting of the Town Board

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Kelly	Aye
	Councilman Botsford	Aye
	Supervisor Elsbree	Aye

Resolution carried.

RESOLUTION 75-26 AUTHORIZE THE TOWN CLERK TO ISSUE A 2026 PUBLIC ASSEMBLY PERMIT TO GREYSTONE GOLF LLC

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

WHEREAS, an application has been made to the Town Board of the Town of Walworth for a 2026 Public Assembly Permit - Seasonal to Greystone Golf LLC, 1400 Atlantic Avenue, Walworth, NY 14568; pursuant to the Town of Walworth Municipal Code, Chapter 131 Public Assembly.

WHEREAS, the Fire Marshall has completed the Inspection on December 19, 2025; where no violations were cited.

BE IT RESOLVED, that the Town Clerk issue the Permit and collect the fees according to the Town Fee Schedule.

Adopted this 5th day of March, 2026 at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Councilman Kelly	Aye
	Supervisor Elsbree	Aye

Resolution carried.

RESOLUTION 76-26 TO APPROVE THE ARRANGMENT BETWEEN HIGHWAY AND THE TOWN CLERK’S OFFICE TO SHARE THE 2ND DEPUTY TOWN CLERK UNTIL THE HIGHWAY CLERK RETURNS TO WORK, OR THE POSITION IS OTHERWISE FILLED

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

WHEREAS, the Town of Walworth Highway Department had a need for temporary clerical assistance due to the scheduled maternity leave of the full-time Highway Clerk; and

WHEREAS, on December 4th 2025, the clerk to the Highway Department went on maternity leave and an agreement was reached at the time between the Town Clerk, Highway Superintendent, and Town Supervisor to fill the position with the 2nd Deputy Town Clerk until the return of the Highway Clerk; and

WHEREAS, 2nd Deputy Town Clerk, Leah Enright, agreed to this arrangement at her regular rate of pay with mileage reimbursement at the state standard rate of 72.5 cents per mile when driving from the highway barn to the town hall (2.5 miles) 5 days per week; and

WHEREAS, it is necessary for the 2nd Deputy Town Clerk to transition to the Highway Department prior to the start of the Highway Clerk’s scheduled maternity leave to receive essential training on department-specific procedures and software; and

WHEREAS, this arrangement has been in place since October 6, 2025, and will continue until the Highway Clerk returns to work, or the position is otherwise filled; and

WHEREAS, it is understood that the 2nd Deputy will clock in under the Town Clerk’s office and that the Clerk’s Office will then bill the Highway Department for the time.

WHEREAS, Miss Enright is scheduled to work 18.75 hours per week at the Town Clerk’s Office as well as 18.75 hours per week at the Highway Department unless otherwise instructed.

NOW, THEREFORE BE IT RESOLVED that the Second Deputy Leah Enright will receive full time benefits starting October 6, 2025; and

BE IT FUTHER RESOLVED that the Town Board hereby approves the arrangement between the Highway and the Clerk’s office to share the 2nd Deputy Town Clerk until the Highway Clerk returns to work, or the position is otherwise filled.

Adopted this 5th day of March 2026 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Councilman Kelly	Aye
	Supervisor Elsbree	Aye

Resolution carried.

RESOLUTION 77-26 TO ACCEPT THE RESIGNATION OF THE HIGHWAY CLERK AND TO HIRE A REPLACEMENT

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

The following was submitted:

February 17th, 2026

To the Town of Walworth,

I am writing this today to notify you of my resignation as Clerk of the Highway Department.

My last day will be Sunday, March 15th, 2026, in alignment with the end of my maternity leave. I am happy to help with the transitioning process of whoever takes over as Highway Clerk, and wanted to provide a reasonable time with my notice to fill my position.

At this time I have decided to spend as much time as possible with my new baby. I have loved being an employee to the Town of Walworth Highway Department, and am thankful for the time I spent as Highway Clerk. I had an amazing boss and group of coworkers that I am glad I got to know and work with. I sincerely appreciate the opportunity.

Thank you,

Amanda Hartranft

WHEREAS, the Town has received the resignation letter from Amanda Hartranft (previous Cantwell), Highway Clerk, effective March 15th, 2026 and

WHEREAS, the Highway Superintendent recommends filling the position with Leah Enright, who has been filling in as Highway Clerk throughout the absence of the previous Highway Clerk due to a scheduled maternity leave;

NOW, THEREFORE BE IT RESOLVED, that the Town Board accepts the resignation of Amanda Heartranft (Cantwell) and to hire Leah Enright to the position of Full-Time Highway Clerk (37.5 hrs./week)

BE IT FUTHER RESOLVED, that Miss Enright is hired as full-time provisional Highway Clerk, on condition that the Civil Service testing requirements are met, with a rate of \$19.50 per hour, effective March 9, 2026.

Discussion: Councilwoman Linson shared that Miss. Enright has been helping over at the Highway Department for some time now and is doing amazing work according to the Highway Superintendent. Town Clerk Seppeler shared that she is excited about what this opportunity has brought for Miss. Enright but will miss working closely with her dearly.

Adopted this 5th day of March 2026 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Councilman Kelly	Aye
	Supervisor Elsbree	Aye

Resolution carried.

RESOLUTION 78-26 TO AUTHORIZE THE TOWN SUPERVISOR TO SIGN THE PROPOSAL FOR PROFESSIONAL SERVICES, TOWN OF WALWORTH SITE DESIGN & DEVELOPMENT CRITERIA MANUAL

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

WHEREAS, the Town of Walworth Site Design & Development Criteria Manual was last updated in 2009.

WHEREAS, the Town engaged MRB Group to review and update the Walworth Site Design & Development Criteria Manual

WHEREAS, MRB Group has provided a Scope of Services with an estimate of project costs.

WHEREAS, the Town has the funds available within the 2026 Budget.

NOW, THEREFORE, BE IT RESOLVED, that the Town Supervisor is authorized to sign the Proposal for Professional Services Town of Walworth Site Design & Development Criteria Manual with MRB Group at a cost not to exceed \$14,000.

Discussion: The last time this criteria was updated was 2009, this will not impact current plans in the works but intended to give guidelines for projects in the future.

Adopted this 5th day of March 2026 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Kelly	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Supervisor Elsbree	Aye

Resolution carried.

RESOLUTION 79-26 AUTHORIZATION FOR THE TOWN SUPERVISOR TO SIGN THE PROFESSIONAL SERVICES AGREEMENT FOR ENGINEERING SERVICES AND SOFTWARE DEVELOPMENT WITH INTEGRATED SYSTEMS AT A COST OF \$8500 FOR 100 HOURS OF SERVICE

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

WHEREAS the Town Hall contracts with Integrated Systems for IT services, and

WHEREAS the Town purchases time in blocks of hours and is in need of additional hours, and

WHEREAS the total cost of 100 hours is \$8500.

BE IT RESOLVED, that the Town Supervisor is authorized to sign the Professional Services Agreement For Engineering Services And Software Development with Integrated Systems at a cost of \$8500 for 100 hours of service.

Adopted this 5th day of March, 2026 at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Kelly	Aye
	Councilman Botsford	Aye
	Supervisor Elsbree	Aye

Resolution carried.

RESOLUTION 80-26 TO APPROVE ADDENDUM NO. 1 TO THE LEASE AGREEMENT- WALWORTH SERVICE AREA BY AND AMONG WAYNE COUNTY WATER AND SEWER AUTHORITY THE TOWN OF MACEDON AND THE TOWN OF WALWORTH

Councilwoman Linson moved the following Resolution for adoption. Seconded by Councilman Kelly to wit:

WHEREAS, the Town, the Town of Macedon and the Authority previously entered into that certain Lease Agreement-Walworth Service Area (the “WSA Lease”), which provides for the operation and maintenance by the Authority of the Macedon Sewer System and the Walworth Sewer System for the benefit of the Towns with respect to users within the Walworth Service Area; and

WHEREAS, the WSA Lease refers at Section 2.3 to the potential transfer of \$150,000 as “Transferred Funds” from the Towns to the Authority to reimburse the Authority for operating expenses during the transition from operation of the Macedon Sewer System and the Walworth Sewer System by the Town of Walworth to operation by the Authority, as more particularly described in the WSA Lease; and

WHEREAS, to date, no portion of the Transferred Funds have been paid or transferred to the Authority; and

WHEREAS, pursuant to Section 2.4.4 of the WSA Lease, “If the actual operating expenses incurred by the Authority during the “Transition Period” (as defined in the WSA Lease) are less than the amount of Transferred Funds, the Authority shall refund such excess to Lessor”; and

WHEREAS, although the Parties originally planned for the Authority to commence operations on or about October 1, 2025, the Authority did not commence operations until December 18, 2025 and the Town of Walworth continued to pay operating expenses during the interim; and

WHEREAS, as a result, the operating expenses incurred by the Authority during the Transition Period were in fact less than the amount of the Transferred Funds and there is, accordingly, no need for the Towns, as Lessor, to transfer any portion of the \$150,000 designated as Transferred Funds to the Authority.

NOW, THEREFORE, BE IT RESOLVED, that the Walworth Town Board hereby approves such Addendum No. 1 to the Lease and authorizes the Supervisor to execute the same.

Adopted this 5th day of March 2026 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Councilman Kelly	Aye
	Supervisor Elsbree	Aye

\Resolution carried.

RESOLUTION 81-26 AWARD BID FARM LAND AGRICULTURAL LEASE OF TOWN PROPERTY LOCATED AT 3600 LORRAINE DRIVE

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

WHEREAS, the Town Clerk opened the sealed bids on Monday March 2, 2026, at 2:30PM; and

WHEREAS, Bidders tabulations were provided to the Town Board as follows:

William Worthington	3976 Walworth Ontario Road	\$50.00 Per Acre
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NOW, THEREFORE, BE IT RESOLVED, that **William Worthington** be awarded the contract for the Town Farm Land Lease Agreement for a high bid of \$50.00 per acre for a term of 3 years.

BE IT FURTHER RESOLVED, that the Town Supervisor is hereby authorized to sign the Lease Agreement.

Adopted this 5th day of March 2026 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Councilman Kelly	Nay
	Supervisor Elsbree	Aye

Resolution carried.

RESOLUTION 82-26 TO APPOINT DEBBIE TABER AS ETHICS BOARD MEMBER, TERM ENDING DECEMBER 31, 2026

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

WHEREAS, the Town’s Ethics Board has one vacancy for 2026; and

WHEREAS, the Town Board is desirous to fill the vacant positions on the Ethics Board immediately; and

WHEREAS, Mrs. Taber has expressed interest in the position and upon review of her application will be an asset to the committee.

NOW, THEREFORE, BE IT RESOLVED, that the Walworth Town Board appoints Debbie Taber to the position of Ethics Board member, term ending December 31, 2026.

Adopted this 5th of March 2026 at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Councilman Kelly	Aye
	Supervisor Elsbree	Aye

Resolution carried.

COMMUNICATIONS:

- **Recreation Monthly Report – January 2026**
- **Parks and Facilities Monthly Report – January/February 2026**

Supervisor Elsbree states there is a need to enter into 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.

Councilwoman Linson adds they will also need to discuss proposed, pending or current litigation.

Motioned by Councilwoman Linson. Seconded be Councilman Kelly.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Councilman Kelly	Aye
	Supervisor Elsbree	Aye

Motion carried.

Time: 7:04PM.

RECONVENE:

Supervisor reconvened the regularly scheduled meeting.

Time: 7:17PM.

Roll call vote: Councilwoman Linson Aye
 Councilman Jeffers Aye
 Councilman Botsford Aye
 Councilman Kelly Aye
 Supervisor Elsbree Aye

Motion carried.

TOWN BOARD REGULAR SCHEDULED MEETINGS:

DATE	TIME	MEETING TYPE
MARCH 19	6:30PM	REGULAR
APRIL 2	6:30PM	REGULAR
APRIL 16	6:30PM	REGULAR

NEW AND OTHER BUSINESS:

RESOLUTION 83-26 TO PLACE CERTAIN EMPLOYEE ON PAID ADMINISTRATIVE LEAVE

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

BE RESOLVED, upon the recommendation of the Town Supervisor, and after review and discussion in executive session the Board approves the paid administrative leave of an employee, effective March 4, 2026, and terminating March 10, 2026.

Adopted this 5th day of March 2026 at a meeting of the Town Board.

Roll call vote: Councilwoman Linson Aye
 Councilman Jeffers Aye
 Councilman Botsford Aye
 Councilman Kelly Aye
 Supervisor Elsbree Aye

Resolution carried.

RESOLUTION 84-26 TO TERMINATE EMPLOYEE DANE BASILE

Councilwoman Linson offered the following Resolution and moved its adoption. Seconded by Councilman Botsford.

BE RESOLVED, upon the recommendation of the Town Supervisor, and after review and discussion in executive session the Board approves the termination of Dane Basile effective close of business March 10, 2026.

Adopted this 5th day of March 2026 at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Councilman Kelly	Aye
	Supervisor Elsbree	Aye

Resolution carried.

RESOLUTION 85-26 TO ADVERTISE TO FILL THE POSITION OF FULL TIME CLERK TO THE ASSESSOR

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

WHEREAS, the Town Board intends to fill the position of full-time Clerk Typist for the Assessment Department.

THEREFORE, BE IT RESOLVED, the Town Board authorizes the Town Clerk to advertise for applications for the position.

Adopted this 5th day of March, 2026 at the meeting of the Town Board

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Councilman Kelly	Aye
	Supervisor Elsbree	Aye

Resolution carried.

RESOLUTION 86-26 AUTHORIZING THE TOWN SUPERVISOR TO EXECUTE LEGAL SERVICES AGREEMENT FOR DEFENSE OF LITIGATION

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

WHEREAS, the Town of Walworth (the "Town") has been served by Western Wayne Ambulance, Inc.; and

WHEREAS, the Town Board has determined it is in the best interest of the Town to retain specialized legal counsel, Underberg & Kessler., to provide service on this matter; and

WHEREAS, a proposed legal services agreement (the "Agreement") outlining the scope of services and fee structure has been presented to the Supervisor for review;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Walworth hereby authorizes the Town Supervisor to review, approve, and execute the Legal Services Agreement with Underberg & Kessler to represent the Town in this matter; and

Adopted this 5th day of March, 2026 at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Councilman Kelly	Aye
	Supervisor Elsbree	Aye

Resolution carried.

PUBLIC PARTICIPATION

Phill Williamson – Mentioned that with them having the criteria for the development and site plan updated he would suggest that the Board seriously consider that the people in charge of that update have a handbook which would establish the criteria and procedures for the Planning Board to follow during their review process. He then read allowed and submitted the following:

March 5, 2026. - Town Board Meeting
 Phil Williamson
 727 Wood Hill Drive

Dear Town Board Members;

Thanks to Supervisor Elsbree's leadership, there is now a response entitled "Determination of Authorized Town Official" signed by Norm Druschel, regarding the concerns I've made known at board meetings and written communication over the last four and one half months.

Procedural History and Issues, my comments and questions are specific.

- Determination - September 16, 2025: Applicant submitted to the Planning Board a letter of intent. The Town determined that the Applications were **sufficiently complete** to commence Planning Board review and the applications were added to the agenda for the October 14, 2025 Planning Board Meeting.

○ Comments.

The information referenced is not chronologically correct regarding the two incomplete applications, receipt by the Building Department, decision to commence by adding it to the agenda of the Planning Board and the date of the public hearing.

The text of Town Code 151-5 (does not use the phrase "sufficiently complete" in its language, however it does use "after the receipt of a **completed** application for preliminary plat approval",....

○ Questions.

Legally can "sufficiently complete" be substituted for "completed." as used in the code, I will venture a guess No, "completed," means it is "fully finished, not just good enough.

The Review Period normally (up to 62 days per code) takes place prior to adding the matter to the agenda. By what authority and by whom was the decision made to compress the review period, add a "sufficiently complete application" to the agenda of the Planning Board, and advertise the matter for Public Hearing?

- Determination - Prior to submission of the Application, the Developer, affiliated persons or entities, and/or the Developer's representatives allegedly made statements and engaged in discussions regarding the possibility of a larger project than that ultimately proposed in the application. Such a larger project would have involved more extensive modifications to the existing property, greater site disturbance, and the construction of substantially higher number of residential units.

○ Comments.

This paragraph appears to be a consolidation of conversations and emails, between someone speaking for the owner and Town Officials. It supports taking a subtle path by submitting a series of applications for smaller sections, which if approved will veil the intent to nibble their way to developing the original 200+ residential lots.

- It is critically important the Town and Planning Board members recognize what is being done, focus on each application, but not lose sight of the original intent to develop 200+ residential lots on what is now open space.
- Do not be hoodwinked by a developer promising benefits from additional tax revenue. Additional tax revenue comes hand in hand with unknown municipal costs for services and school district costs to educate each child entering/attending school. 2025 NYS Average cost per student was \$29,169. Gananda School District costs typically range - \$27,000 to \$31,000 per student.

○ What is the bottom line?

The proposed development must comply with Town Code Chapter 151. Subdivision of Land, Site Plan Review, Chapter 180. Zoning, and other applicable Laws. Chapter 180 - Section 180-2. Statutory authority; purpose is to protect and promote public health, safety, comfort, convenience, economy, aesthetics and the general welfare and for the following additional purposes:

- A. To promote and effectuate the orderly physical development of the Town in accordance with the Town Plan;
- B. To encourage the most appropriate use of the land in the community in order to conserve and enhance the value of property;
- C. To prevent the spread of strip business development and provide for more adequate and suitably located commercial facilities;
- D. To create and preserve a suitable system of open spaces and recreation areas and to protect and enhance existing wooded areas, wetlands and waterways;
- E. To regulate building densities in order to assure access of light and circulation of air and to facilitate the prevention and fighting fire;
- F. To improve transportation facilities and traffic circulation and to provide adequate off-street parking and loading facilities;
- G. To effectuate a development plan designed to conserve the use of land and minimize the cost of municipal services;
- H. To assure privacy for residences and freedom from nuisances and things harmful to the senses;
- I. To protect the community against unsightly, obtrusive and noisome land uses and operations; and
- J. To enhance the aesthetic aspect of the entire community.

Respectfully submitted.



Phil Williamson

Ed Raynor – Brought up the workshop relating to Town Code, he was hoping to have the opportunity to speak or ask questions during the workshop.

Councilwoman Linson explained that the workshop will be open to the public and that residents are always able to attend those meetings.

Stephanie Follette – appreciates the discussion had around resolution 78-26, mentioned the multiple subdivisions within the Town, she asked about the Town Board initiating a moratorium.

Councilwoman Linson explained that if we were to do a moratorium it would be blanket throughout the Town, not in response to any individual project but stop everyone from doing anything, the Board is always considering all options.

ADJOURNMENT:

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

Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Councilman Kelly	Aye
	Supervisor Elsbree	Aye

Motion carried.

Time: 7:33PM

Respectfully Submitted,
Nadine Seppeler
Town Clerk