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: Emilio Moran – Town Engineer, Ten (10) members of the public.

MINUTES

Motion by Councilwoman Linson that the minutes of **May 21, 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	Abstain

Motion carried.

PRESENTATIONS: None

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

Motion by Councilwoman Linson to approve the **May 2026** monthly report from the Town Clerk. Second by Councilman Kelly.

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

Motion carried.

COUNCILWOMAN LINSON – Nothing to report.

TOWN CLERK –

- The Cemetery Committee met on June 9th where we discussed the upcoming June 20th Headstone cleaning class lead by Kaite DeRado starting at 9:00am at the West Walworth Cemetery. We also discussed the future GPR project that we are hoping to have final approval later tonight. Our plans are to have a booth at the Festival in the Park in July, among other topics that came before the committee.
- Town Clerk Seppeler and Deputy Town Clerk Fisher attended the Wayne County Town Clerk's Association meeting June 10th in Sodus. They had the opportunity to meet and speak with the Wayne County Business Council and learn as to what we can do to aid with small business in Walworth.
- DEC sales are underway with many residents coming to the office to purchase Hunting and Fishing Licenses. A reminder that there is now a $1 print fee associated with the purchase

if you wish to have a copy or you may have them emailed to you and print at your convenience.

- A drive-through rabies clinic is popping up at the Lyons Bus Garage located at 70 Clyde Rd, Lyons NY on Thursday, June 25th from 6:00pm – 8:00pm. Pre-registration is required.
- Primary Election is upon us with early voting going until June 21st. Wayne County residents can vote early at any designated early voting site in the county. Locations include Ontario Town Hall: 1850 Ridge Rd, Ontario, NY 14519 and the Wayne County Public Safety Building: 7376 State Route 31, Lyons, NY 14489. Election Day is Tuesday, June 23, 2026. Polls open from 6:00am – 9:00pm. All registered Democrats and Republicans are encouraged to go out and vote. **Primary elections are uniquely important because they determine which candidates will represent each political party on the final ballot in the general election.** While general elections choose the ultimate winner, primaries are where voters shape the actual menu of choices. If any residents wish to know their polling site or have any questions regarding the election, please call the Town Clerk's Office.

COUNCILMAN KELLY- Nothing to report.

COUNCILMAN BOTSFORD – Reports that he met with the Library Trustees. He stated that the Friends of the Library book sale had raised $2500.
Councilman Botsford also reports that he has reached out to various departments as to needs and ideas for the old sewer building and is compiling a report for the next regular meeting of the town board.

COUNCILMAN JEFFERS – Reports that he met with the Highway Superintendent and the Town's Junior Engineer. They are awaiting the Junior Engineer's computer, tablet, and truck as well as the correct programs so that they can go out to the field and begin work. Councilman Jeffers asked for a wish list from them both so that they can properly budget for the 2027 calendar year.

SUPERVISOR ELSBREE- Reports that the Junior Engineer's computer arrived today and that they started to set it up while IT was at the Town Hall. Supervisor Elsbree also reminded those present that the farmers market starts up for the season on Tuesday, June 23rd. Also reminded us that the Walworth Festival in the Park is July 24th and 25th.

RESOLUTIONS:

RESOLUTION 127-26 TO ACCEPT LETTER OF RESIGNATION FROM COUNCILMEMBER AMBER LINSON

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

The following was submitted:

June 11, 2026

Nadine Seppeler
Town Clerk
Town of Walworth

Dear Nadine,

Please accept this letter as formal notification of my resignation from the Walworth Town Board. My last day will be Tuesday, June 30, 2026.

It has been an honor to work for the people of Walworth, and I am truly grateful for the experience I have gained over the past six and a half years.

I wish all the best to you and the Town.

Sincerely,

Amber Linson

WHEREAS, Councilwoman Amber Linson has submitted her resignation to the Town Clerk, effective June 30, 2026, for a term ending December 31, 2027; and

WHEREAS, throughout her tenure, Councilwoman Linson served Walworth residents with exceptional leadership, integrity, and deep commitment; and

WHEREAS, her financial stewardship and dedicated advocacy for our residents leave a lasting, positive impact on our town; and

WHEREAS, her collaborative spirit, insight, and passion for public service will be greatly missed by the Town Board, staff, and community;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Walworth formally accepts Amber Linson's resignation with sincere regret; and

BE IT FURTHER RESOLVED, that the Town Board extends its deepest gratitude to Amber Linson for her exemplary service and wishes her the absolute best in all future endeavors.

Discussion was had between all the board members on the impact Councilwoman Linson has had during her service to the Town. They expressed how thankful they were for the guidance she provided while they were starting out and shared their sincere regrets accepting her letter of resignation.

Adopted this 18th day of June, 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.

Supervisor Elsbree stated that she intends to appoint Councilman Craig Jeffers as Deputy Supervisor effective July 1, 2026.

RESOLUTION 128-26 CHECK-SIGNING AND FACSIMILIE SIGNATURE AUTHORIZATION

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

BE IT RESOLVED, Amber Linson's authorization to sign checks and authorize facsimile signatures for monies deposited in the Official depositories Banks is hereby removed.
Deputy Supervisor Craig Jeffers is hereby authorized to sign checks and authorize facsimile signatures for monies deposited in the Official depositories Banks.

Supervisor Elsbree motion to amend the resolution to add:

BE IT FURTHER RESOLVED that this shall take effect on July 1, 2026.

Councilman Botsford motioned to accept the amendment. Seconded by Councilwoman Linson.

Roll call on the amendment:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Councilman Kelly	Aye
	Supervisor Elsbree	Aye

Amendment carried.

Adopted this 18th day of June, 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 129-26 ABSTRACT OF CLAIMS FOR TOWN BOARD APPROVAL DATED JUNE 18, 2026

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

Voucher numbers **2712, 2714-2910**

Are audited and approved for payment by the Town Board.

Run: 6/17/2026 at 8:30 AM Page: 1

ABSTRACT OF CLAIMS FOR TOWN BOARD AUDIT DATED 6/18/2026
Town of Walworth
3600 Lorraine Drive

SUMMARY BY FUND

	Prepaids	Unpaids	Totals
AA - General Fund TOTAL	17,771.87	94,173.57	111,945.44
CM - Parks Special Revenue TOTAL	371.21	18,962.68	19,333.89
DA - Highway Fund TOTAL	26,522.58	12,396.64	38,919.22
SL - Special District - Lighting TOTAL	1,683.74	1,549.45	3,233.19
SS - Special District - Sewer TOTAL	60.05	15.96	76.01
TA - Trust Agency TOTAL	927.00	0.00	927.00
TC - Trust Custodial TOTAL	0.00	6,732.25	6,732.25
REPORT TOTAL	47,336.45	133,830.55	181,167.00

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

Adopted this 18th day of June 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 130-26 AUTHORIZING THE TOWN SUPERVISOR TO SIGN THE MS4 MAPPING GRANT PROPOSAL

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

WHEREAS, the Town of Walworth is applying for an MS4 Mapping Grant; and

WHEREAS, navigating the complex technical requirements, data regulations, and strict administrative guidelines of the grant program require highly specialized engineering and funding expertise; and

WHEREAS, the Town lacks the internal specialized staff and resources necessary to compile a highly competitive application within the required timeframe; and

WHEREAS, MRB has submitted a proposal to provide professional grant application services to fulfill these specialized needs; and

WHEREAS, the Town Board has reviewed this proposal and finds it acceptable;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Walworth hereby approves the proposal from MRB for MS4 Mapping Grant services; and

BE IT FURTHER RESOLVED, that the Town Supervisor is authorized to sign the proposal and all related documents on behalf of the Town.

The Town Engineer explained the purpose and necessity of the current and subsequent resolutions. He clarified that due to state budget delays, the exact grant amount and guidelines were only recently determined, and no extension was granted for the submission deadline. However, he expressed that MRB Group will have no issue getting the application ready on time.

Adopted this 18th day of June, 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 131-26 SUPPORT & AUTHORIZATION FOR THE TOWN OF WALWORTH 2026 NON-AGRICULTURAL NONPOINT SOURCE MS4 STORMWATER MAPPING GRANT

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

WHEREAS, the Town of Walworth, Wayne County, supports the submission of a 2026 Consolidated Funding Application (CFA) on behalf of the Town, for the Non-Agricultural Nonpoint Source MS4 Mapping Grant to complete comprehensive stormwater mapping; and

WHEREAS, the New York State Department of Environmental Conservation (DEC) provides a competitive statewide grant program to assist in completing stormwater mapping; and

WHEREAS, the Town of Walworth considers this project a priority to address changing MS4 General Permit requirements; and

NOW THEREFORE BE IT RESOLVED, the Town Board, on behalf of the Town, identifies the Supervisor as the authorized representative for the project, able to execute necessary documents relative to and as required for this application; and

BE IT FURTHER RESOLVED, the Town Board does hereby accept that they shall provide at least a 10% match of the total of any grant funding awarded as a local match in the form of in-kind services or cash contributions hereby appropriated and obligated from the Town of Walworth AA.00.8140.405 MS4 - GIS MAPPING; and

BE IT FURTHER RESOLVED, that the Town of Walworth, recognizes and fully supports the submission of the CFA for a Non-Agricultural Nonpoint Source MS4 Stormwater Mapping Grant by MRB Group to complete stormwater mapping.

Adopted this 18th day of June, 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 132-26 TO ADOPT POLICY REGARDING WORKFLOW MANAGEMENT AND BUDGETING OF TOWN LEGAL SERVICES

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

The following was submitted:

Policy Regarding Workflow Management and Budgeting of Town Legal Services

• Policy Number: 2026-1
• Effective Date: June 10, 2026
• Review Date: June 10, 2027
• Version: 1.0

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1. **Purpose**
   This policy promotes the efficient use of legal resources, avoids duplication of requests, ensures consistency in legal advice provided to Town departments, and permits appropriate oversight of legal expenditures and workload.

2. **Scope**
   This policy applies to all Town employees, department heads, elected Town officers, and appointed officials seeking legal advice or services in connection with Town business.

3. **Responsibilities**

- **Town Supervisor (or Designated Administrative Officer)**: Responsible for overseeing legal expenditures, managing legal workloads, and designating routine matters allowed for direct legal consultation.
- **Town Attorney**: Responsible for providing legal advice concerning official Town business, determining conflicts of interest, and assigning specific tasks to employees.
- **Department Heads**: Responsible for reviewing and routing staff and appointed official legal requests to the Town Supervisor or Town Board.
- **Appointed Officials**: Responsible for clearing all legal inquiries through their Department Head or the Town Supervisor prior to contacting the Town Attorney.
- **Town Employees and Elected Officers**: Responsible for following proper communication channels based on the nature and urgency of the legal matter.

4. **Policy Statement**

- All non-routine requests for legal advice, research, document review, contract review, or interpretation must go through designated administrative channels.
- Appointed officials must follow the protocol of clearing all inquiries to the Town Attorney through either their Department Head or the Town Supervisor.
- Elected Town officers may consult the Town Attorney directly for routine advice.
- Significant legal requests from elected officers—such as substantial research, formal opinions, legislative drafting, contract negotiations, or litigation support—must be coordinated through the Town Supervisor or Town Board.

- **Exemptions and Direct Communications:**
  - Nothing herein shall be construed to prohibit any Town officer elected from consulting the Town Attorney concerning the performance of statutory duties.
  - Nothing herein shall be construed to prohibit a Town Employee from communicating with the Town Attorney in the event of an emergency or regarding any matter affecting life, safety, ethics, compliance with criminal law, or that may give rise to significant liability.
  - Nothing herein shall prohibit a Town employee from communicating directly with the Town Attorney regarding matters specifically assigned to the employee by the Town Attorney, the Town Board, the Town Supervisor, or the employee's department head, nor shall it prohibit communications necessary to respond to pending litigation, claims, investigations, audits, or other matters for which the Town Attorney has requested information, or that is required by law, contract, or best practices.

5. **Procedures**

- Step 1: **Submission** - Employees and appointed officials submit their request for legal services directly to their Department Head or the Town Supervisor.
- Step 2: **Routing** - The Department Head reviews the request and forwards it to the Town Supervisor or designated administrative officer.
- Step 3: **Coordination** - The Town Supervisor coordinates significant requests with the Town Board and the Town Attorney for workload and budget tracking.
- Step 4: **Evaluation** - The Town Attorney reviews the assigned request and evaluates whether an ethical conflict of interest exists before providing advice.
- Step 5: **Execution** - The Town Attorney delivers the requested legal services directly to the assigned official, employee, department head, or elected official.

6. **Definitions**

- **Appointed Officials**: Individuals named to Town boards, committees, commissions, or specific administrative offices by the Town Board or Town Supervisor who are not elected by public vote.
- **Significant Legal Services**: Complex tasks requiring substantial legal research, formal opinions, drafting of legislation, contract negotiation, or litigation support.
- **Routine Matters**: Standard, recurring legal questions designated by the Town Supervisor that do not require extensive research or budget allocations.
- **Conflict of Interest**: A situation determined by applicable ethics rules where the Town Attorney's professional judgment or duties could be compromised.

7. **References & Related Documents**

- [Town Code of Ethics]
- [Town Procurement and Contract Policy]
- [Emergency Response and Liability Protocol]

8. **Revision History**

- June 10, 2026 - Version 1.0 - Created by Town Board / Town Supervisor Administration

- June 10, 2026 - Version 1.1 - Updated by Town Board Administration - Included mandatory routing protocols for appointed officials.
- June 10, 2026 - Version 1.2 - Updated by Town Board Administration - Inserted verbatim safe-harbor and emergency communication language.

BE IT RESOLVED, that the Town Board of the Town of Walworth adopts the Workflow Management and Budgeting of Town Legal Services Policy.

Adopted this 18th day of June 2026 at the meeting of the Town Board.

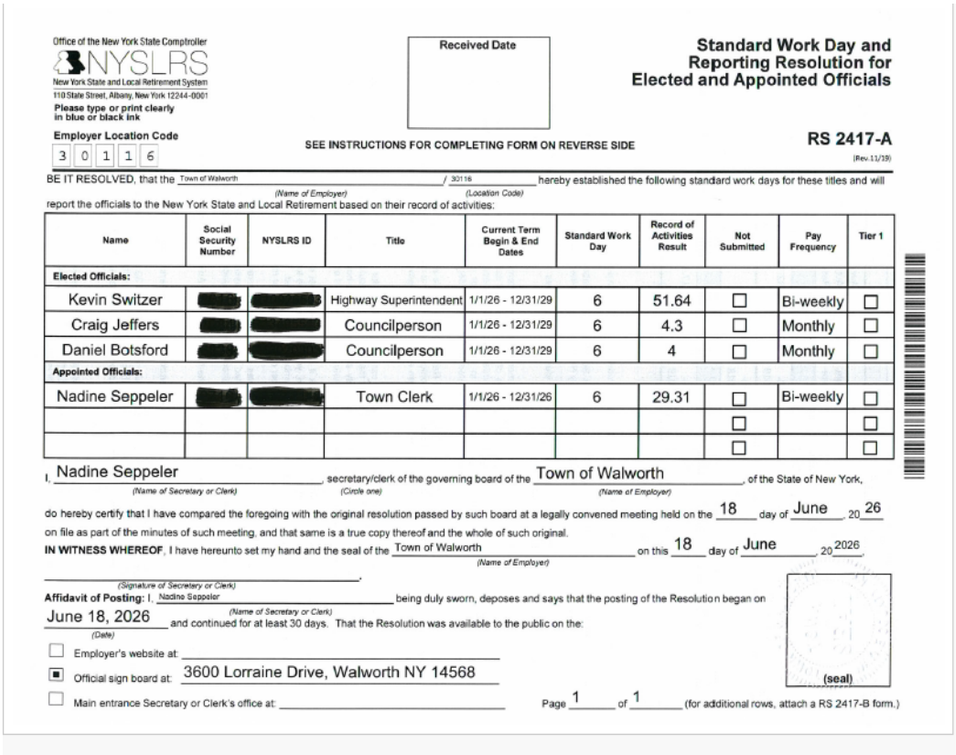
Roll call vote:	Councilwoman Linson	Aye
	Councilman Jeffers	Aye
	Councilman Botsford	Aye
	Councilman Kelly	Aye
	Supervisor Elsbree	Aye

Resolution carried.

RESOLUTION 133-26 STANDARD WORK DAY AND REPORTING RESOLUTION FOR ELECTED AND APPOINTED OFFICIALS (RS2417-A)

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

The following was submitted:



Office of the New York State Comptroller
NYSLRS
New York State and Local Retirement System
110 State Street, Albany, New York 12244-0001
Please type or print clearly in blue or black ink

Employer Location Code: 3 0 1 1 6

Received Date

Standard Work Day and Reporting Resolution for Elected and Appointed Officials

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

RS 2417-A (Rev. 11/19)

BE IT RESOLVED, that the Town of Walworth (Name of Employer) / 30116 (Location Code) hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement based on their record of activities:

Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
Elected Officials:									
Kevin Switzer	[redacted]	[redacted]	Highway Superintendent	1/1/26 - 12/31/29	6	51.64	☐	Bi-weekly	☐
Craig Jeffers	[redacted]	[redacted]	Councilperson	1/1/26 - 12/31/29	6	4.3	☐	Monthly	☐
Daniel Botsford	[redacted]	[redacted]	Councilperson	1/1/26 - 12/31/29	6	4	☐	Monthly	☐
Appointed Officials:									
Nadine Seppeler	[redacted]	[redacted]	Town Clerk	1/1/26 - 12/31/26	6	29.31	☐	Bi-weekly	☐
							☐		☐
							☐		☐

I, Nadine Seppeler (Name of Secretary or Clerk), secretary/clerk of the governing board of the Town of Walworth (Circle one) (Name of Employer), of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 18 day of June 20 26 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Town of Walworth (Name of Employer) on this 18 day of June 2026

(Signature of Secretary or Clerk)

Affidavit of Posting: I, Nadine Seppeler (Name of Secretary or Clerk) being duly sworn, deposes and says that the posting of the Resolution began on June 18, 2026 (Date) and continued for at least 30 days. That the Resolution was available to the public on the:

☐ Employer's website at: _____

☒ Official sign board at: 3600 Lorraine Drive, Walworth NY 14568

☐ Main entrance Secretary or Clerk's office at: _____

(seal)

Page 1 of 1 (for additional rows, attach a RS 2417-B form.)

BE IT RESOLVED, that the Town Clerk post and submit as required.

Adopted this 18th day of June, 2026 at the meeting of the Town Board.

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

Resolution carried.

RESOLUTION 134-26 AUTHORIZING TOWN SUPERVISOR TO SIGN AGREEMENT WITH SENTRY MAPPING FOR CEMETERY GROUND PENETRATING RADAR AND MAPPING SERVICES

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

WHEREAS, the Town of Walworth owns and operates several town-owned cemeteries that require updated, accurate records and location mapping; and

WHEREAS, pursuant to the Town of Walworth Procurement Policy, the Town sought competitive quotes for Ground Penetrating Radar (GPR) and digital mapping services; and

WHEREAS, the Town successfully obtained and reviewed competitive proposals from three qualified vendors: Sentry Mapping, ViaVista Mapping, and GeoModel; and the following prices were offered:
Sentry Mapping - $16,600.00
ViaVista Mapping – $28,375.00
GeoModel, INC - $19,800

WHEREAS, after a thorough review of the scope, technology, and pricing submitted, Sentry Mapping was determined to provide the best value and match for the Town's specific cemetery management needs; and

WHEREAS, the Town Board has reviewed the final scope of services and the associated cost of the Sentry Mapping agreement;

WHEREAS, this is a budgeted item for the 2026 calendar year and the funding for this agreement shall be drawn from available funds in AA.00.1410.485 RECORDS MGMT - FROM RESERVE.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Walworth hereby authorizes the Town Supervisor to sign and execute the professional services agreement with Sentry Mapping for GPR and digital mapping services for town-owned cemeteries; and

Adopted this 18th day of June, 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 135-26 AUTHORIZING SUPERVISOR TO SIGN UPDATED WORLDPAY AGREEMENT

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

WHEREAS, the Town of Walworth requires reliable payment processing services; and

WHEREAS, Worldpay has provided an updated Merchant Processing Agreement for these services;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Walworth hereby authorizes the Town Supervisor to sign the updated Worldpay agreement on behalf of the Town.

Adopted this 18th day of June, 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 136-26 AUTHORIZE THE TIME EXTENSION FOR THE PER DIEM MS4 CLERK POSITION FOR LINDA KLEEMAN THROUGH DECEMBER 31, 2026

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

WHEREAS, the Town Board previously authorized the hire of Linda Kleeman as a per diem MS4 Clerk via Resolution 54-26 to aid in the transition of the MS4 Officer duties at a rate of $23.15 per hour, for up to 20 hours per week, with said appointment effective February 9, 2026, through August 9, 2026; and

WHEREAS, the Highway Department has determined that additional time is required to successfully complete the full transition and onboarding of the MS4 Officer duties; and

WHEREAS, Linda Kleeman has successfully performed these duties, utilizing her specialized training in MS4 received during her prior tenure as Sewer Clerk; and

WHEREAS, the Highway Department has requested an extension of the position through the end of the year, concluding December 31, 2026, while maintaining the parameters of up to 20 hours per week at the established rate of $23.15 per hour;

NOW, THEREFORE BE IT RESOLVED, that the Town Board hereby approves extending the per diem position of MS4 Clerk for Linda Kleeman, effective August 9, 2026, through December 31, 2026, under the same terms and conditions.

Discussion was had regarding the funding for this extension, it was confirmed that the expense will be absorbed by the Junior Engineer personnel line, utilizing surplus funds resulting from delayed recruitment.

Adopted this 18th day of June, 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 137-26 AUTHORIZE THE TIME EXTENSION OF THE PER DIEM BUILDING INSPECTOR, THROUGH DECEMBER 31ST 2026

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

WHEREAS, the current Building Inspector is training and will not be certified until late November; and

WHEREAS, it is necessary that the Town have a State certified inspector on staff to enforce the local and state code and to assist the Code Enforcement Officer with training the newly hired Building Inspector;

WHEREAS, the Building Department has requested approval to extend Daren Arrington's employment as a Building Inspector, through the end of the year at a rate of $33.41 per hour, for up to 20 hours per week;

BE IT RESOLVED, that the Town Board hereby approves extending the per diem position of Building Inspector Daren Arrington for the per diem, effective July 17th 2026 through December 31st, 2026.

The Board discussed the need for this extension. It was noted that the newly hired Building Inspector is currently uncertified but will begin certification classes in July, with an expected completion date in late November. Funding for this extension will be drawn from the Building Inspector budget line, which has a surplus due to the delay in filling the position.

Adopted this 18th day of June, 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 138-26 AUTHORIZATION FOR THE TOWN SUPERVISOR TO SIGN THE PROFESSIONAL SERVICES AGREEMENT FOR ENGINEERING SERVICES AND SOFTWARE DEVELOPMENT WITH INTEGRATED SYSTEMS AT A COST OF $9500 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 $9500.

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 $9500 for 100 hours of service.

Adopted this 18th day of June, 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 139-26 AUTHORIZE THE CONDITIONAL HIRE OF NOAH AFFRONTI AS A FULL-TIME MOTOR EQUIPMENT OPERATOR, WITH CONTINUED EMPLOYEMENT SUBJECT TO HIS SUCCESSFUL ACQUISITION OF A CDL LICENSE WITHIN SIX MONTHS OF HIS HIRE DATE

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

WHEREAS, the Highway Department would like to fill the vacated position; and

WHEREAS, the position was advertised as required; and

WHEREAS, the Highway Superintendent recommends the hiring of Noah Affronti, conditional upon him acquiring a CDL license;

WHEREAS, Noah Affronti will be transitioning from the Parks Department to the Highway Department, effective July 6, 2026

WHEREAS, that the Town Board authorizes the conditional hire of Noah Affronti as a full-time MEO at the rate of $27.00 per hour, now

BE IT RESOLVED, he will be placed on 6 months' probation until he acquires CDL license,

BE IT FURTHER RESOLVED, that Noah Affronti's continued employment with the Town of Walworth is conditional on his successful acquisition of a CDL license.

Adopted this 18th day of June, 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 140-26 AUTHORIZE THE PARKS & FACILITIES SUPERINTENDENT TO ADVERTISE FOR AND HIRE A FULL-TIME PARKS & FACILITIES GROUNDSKEEPER

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

WHEREAS, the Parks & Facilities Department currently has a vacancy for a full-time Groundskeeper due to a recent resignation; and

WHEREAS, filling this vacancy is necessary to maintain service levels and fulfill departmental maintenance tasks and responsibilities; and

WHEREAS, this full-time position is already fully funded within the approved 2026 Town budget.

NOW, THEREFORE, BE IT RESOLVED THAT the Town Board hereby authorizes the Parks & Facilities Superintendent to advertise for and hire one (1) full-time Parks & Facilities Laborer/Groundskeeper at 40 hours per week, with the rate of pay to be set in accordance with the current Collective Bargaining Agreement.

Adopted this 18th day of June, 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 96-26 TO ACKNOWLEDGE THE APPOINTMENT OF ANDREA COLOCILLO TO THE CLERK TYPIST POSITION IN THE TOWN CLERK'S OFFICE, EFFECTIVE APRIL 6, 2026 (AMENDED)

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

WHEREAS, the Town Clerk's office has a need for a part time clerk typist; and

WHEREAS, the Town Clerk has budgeted for a part time clerk typist in the 2026 budget; and

NOW, THEREFORE BE IT RESOLVED that Mrs. Andrea Colocillo is hired as part time clerk typist, on condition that the employee passes Alcohol and Drug screening as required by Town Policy, with a rate of $17.94 per hour effective April 6, 2026.

Amended this 18th day of June, 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

Amendment carried.

RESOLUTION 116-26 AUTHORIZE THE HIRE AND SET SALARY FOR SUMMER DAY CAMP STAFF (AMENDED)

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

WHEREAS, annually the Town Board will hire and set the salary for Summer Day Camp employees; and

WHEREAS, the following rates were established by the 2026 budget:

EMPLOYEE	POSITION	HOURS	WAGE
JILLIAN DAVIDS	RECREATION ASSISTANT(CAMP DIRECTOR)	37.5 HOURS / WEEK MAXIMUM	$18.49/PER HOUR
JOSEPHINE LADUKE	RECREATION ASSISTANT	32.5 HOURS/WEEK	$16.97/PER HOUR
LILY AYLETT	RECREATION ASSISTANT	32.5 HOURS/WEEK	$16.00/PER HOUR
CALISTA LUMB	RECREATION ASSISTANT	32.5 HOURS/WEEK	$16.00/PER HOUR
OWEN SWITZER	RECREATION ASSISTANT	32.5 HOURS/WEEK	$16.00/PER HOUR

JORDYN BRICE	RECREATION ASSISTANT	32.5 HOURS/WEEK	$16.00/PER HOUR

WHEREAS, the calendar for seasonal Day Camp employees is set from July 6th, 2026, through August 7th, 2026;

BE IT RESOLVED, the hiring and the salaries of the six Summer Day Camp staff are authorized and set as presented.

Amended this 18th day of June 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

Amendment carried.

COMMUNICATIONS:

- **Letter of Resignation**
- **NYSLRS – RS 2417-A**
- **Sentry Mapping Proposal**
- **Updated WorldPay Agreement**
- **Integrated Systems**
- **Walworth Town Court – New Hire Recommendation**
- **Building Department Monthly Report – May 2026**
- **MS4 Progress Update**
- **Recreation Monthly Report – May 2026**
- **Highway Monthly Report – May 2026**
- **Parks and Facilities Monthly Report – May 2026**

TOWN BOARD REGULAR SCHEDULED MEETINGS:

DATE	TIME	MEETING TYPE
July 16th	6:30PM	Regular
August 20th	6:30PM	Regular
September 3rd	6:30PM	Regular

NEW AND OTHER BUSINESS:

Supervisor Elsbree announced that the Town Board will hold a Special Meeting: SPECIAL MEETING, TOWN BOARD VACANCY, AND CALL FOR CANDIDATES TOWN OF WALWORTH, NEW YORK
Date July 7, 2026, from 6:30PM – 8:30PM with the intention of holding walk-in interviews for potential candidates to fill the vacancy of the Town Board seat for the remainder of the year with a term ending December 31, 2026. The Town Board will vote to go into executive session to interview each candidate.

PUBLIC PARTICIPATION-

Mike Donalty (Lincoln Road): Expressed surprise regarding the resignation of Councilwoman Linson. He praised her dedication and selflessness, highlighting her numerous roles on the Town Board and her service as president of the historical society. He specifically commended her championship of key projects, emphasizing her significant work with the transition to the Wayne

County Water and Sewer authority. Mr. Donalty concluded by wishing Councilwoman Linson well in her future endeavors.

Joseph Janto: Inquired about the process for reviewing the Town's comprehensive plan, focusing specifically on future development plans. He questioned how the Town is currently aligning its actions with the comprehensive plan. Additionally, Mr. Janto requested information on how residents can submit suggestions for an updated version of the plan.

Supervisor Elsbree initiated a discussion regarding the current State Trooper lease, which expires at the end of 2027. The Board questioned whether the State has a contingency plan for a base location if they vacate Walworth Town Hall. The Board noted that the Town receives no rental income from this lease and is currently in need of the utilized space.

EXECUTIVE SESSION:

Motion by Councilwoman Linson to enter executive session to discuss proposed, pending or current litigation. 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: 7:03 PM.

RECONVENE:

Supervisor reconvened the regularly scheduled meeting.

Time: 7:25 PM.

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

Motion carried.

ADJOURNMENT:

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

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

Motion carried.

Time: 7:25 PM

Respectfully Submitted,

Nadine Seppeler
Town Clerk