Laura Elsbree, Town Supervisor
3600 Lorraine Drive
Walworth, NY 14568

315.986.1400
315.926.9154
Fax 315.986.1440

TOWN BOARD REGULAR MEETING – AGENDA
OCTOBER 15, 2026 6:30PM

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

PUBLIC HEARING
LOCAL LAW NO. 1-26 - FLOOD DAMAGE PREVENTION

MINUTES

- **October 1, 2026 – Regular Meeting**
- **October 7, 2026 – Special Meeting – Budget Work Session**
- **October 8, 2026 – Special Meeting – Budget Work Session**
- **October 15, 2026 – Special Meeting – Budget Work Session**

PRESENTATIONS
None

REPORTS OF COMMITTEES (LIAISON/ELECTED OFFICIAL REPORTS)
Town Clerk Monthly Report – September 2026
Supervisor Monthly Report – September 2026

RESOLUTIONS:

RESOLUTION -26 TO ADOPT LOCAL LAW NO. 1 OF 2026 FOR FLOOD DAMAGE PREVENTION

RESOLUTION -26 DECLARING THE INTENT TO BE LEAD AGENCY FOR SEQR RE 2026 SITE DESIGN AND DEVELOPMENT CRITERIA ADOPTION

RESOLUTION -26 ABSTRACT OF CLAIMS FOR TOWN BOARD APPROVAL DATED OCTOBER 15, 2026

RESOLUTION -26 BUDGET MODIFICATIONS

RESOLUTION -26 AUTHORIZING THE PROPOSED NEW SEWER APPLICATION AND CONSTRUCTION PERMIT

RESOLUTION -26 RATIFYING THE NOTICE OF TERMINATION SENT BY THE TOWN SUPERVISOR TO ATTORNEY DON YOUNG AND DESIGNATING SUCCESSOR COUNSEL

RESOLUTION -26 TO AUTHORIZE TOWN SUPERVISOR TO SIGN NEW YORK STATE POLICE WALWORTH SATELLITE STATION AGREEMENT 3451 ONTARIO CENTER ROAD

RESOLUTION -26 TO SET PUBLIC HEARING FOR THE WEST WALWORTH FIRE DEPARTMENT 2027 CONTRACT

RESOLUTION -26 TO SET PUBLIC HEARING FOR LINCOLN FIRE DEPARTMENT 2027 CONTRACT

RESOLUTION -26 TO SET PUBLIC HEARING FOR TOWN OF WALWORTH SEWER DISTRICT SPECIAL ASSESSMENT ROLL FOR 2026

RESOLUTION -26 TO SET PUBLIC HEARING FOR 2027 PRELIMINARY BUDGET

COMMUNICATION:

- **MS4 Clerk Monthly Report - September 2026**
- **Jr Engineer Monthly Report - September 2026**
- **Highway Department Monthly Report - September 2026**
- **Dog Control Officer Monthly Report – September 2026**
- **Building Department Monthly Report – September 2026**
- **Recreation Monthly Report – September 2026**
- **Parks and Facilities Monthly Report – September 2026**
- **New York State Police Walworth Satellite Station Agreement 3451 Ontario Center Road**

NEW AND OTHER BUSINESS

PUBLIC PARTICIPATION

EXECUTIVE SESSION

ADJOURNMENT

ANY OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

TOWN CLERK'S MONTHLY REPORT

TOWN OF WALWORTH, NEW YORK — SEPTEMBER, 2026

TO THE SUPERVISOR: — PAGE 1

Pursuant to Section 27, Subd 1 of the Town Law, I hereby make the following statement of all fees and moneys received by me in connection with my office during the month stated above, excepting only such fees and moneys the application and payment of which are otherwise provided for by Law:

A1255					
	1	DECALS		179.24	
	5	MARRIAGE LICENSES	NO. 26025 TO 26029	87.50	
	1	MARRIAGE OFFICIANTS	NO. 000009 TO 000009	25.00	
	6	MISCELLANEOUS		82.00	
	4	B/D/M RECORDS SEARCH		180.00	
		TOTAL TOWN CLERK FEES			**553.74**
A1689					
	2	PERC/NEW/SEPTIC REPAIR		200.00	
		TOTAL A1689			**200.00**
A2001					
	9	RECREATION		1,245.00	
		TOTAL A2001			**1,245.00**
A2115					
	2	PB REVIEW FEES/OTHER		700.00	
		TOTAL A2115			**700.00**
A21891					
	3	OTHER INCOME BUILDING		75.00	
		TOTAL A21891			**75.00**
A21892					
	5	SEPTIC INSP (NEW CONSTR)		375.00	
		TOTAL A21892			**375.00**
A2540					
	2	BINGO PROCEEDS		18.60	
		TOTAL A2540			**18.60**
A2544					
	76	DOG LICENSES		731.00	
		TOTAL A2544			**731.00**
A2555					
	36	BUILDING PERMITS		3,900.00	
		TOTAL A2555			**3,900.00**
CM2001					
	1	DOG PARK REGISTRATION		25.00	
		TOTAL CM2001			**25.00**
CM2025					
	2	FACILITY RENTALS		70.00	
		TOTAL CM2025			**70.00**

CM2089				
	3	PARK EXPENDABLE TRUST	2,250.00	
		TOTAL CM2089		**2,250.00**
SS2122				
	4	SEWER APPLICATION WALWOR	3,500.00	
		TOTAL SS2122		**3,500.00**
TA301				
	8	ESCROW - BLDG PERMITS	3,600.00	
		TOTAL TA301		**3,600.00**

TOWN CLERK'S MONTHLY REPORT

SEPTEMBER, 2026

DISBURSEMENTS

PAID TO SUPERVISOR FOR GENERAL FUND	7,619.10
DECALS SEPARATE MONTHLY REPORT	179.24
PAID TO SUPERVISOR FOR BUILDING PERMIT ESCROWS	3,600.00
PAID TO SUPERVISOR FOR CEMETERY/PARK EXPENDABLE	2,345.00
PAID TO SUPERVISOR FOR SEWER APPLICATION FEES	3,500.00
DECALS SEPARATE MONTHLY REPORT- EFT	3,339.76
PAID TO NYS ANIMAL POPULATION CONTROL PROGRAM	88.00
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES	112.50
PAID DONATION TO LOCAL ANIMAL SHELTER	24.00
TOTAL DISBURSEMENTS	**20,807.60**

OCTOBER 7, 2026

Laura Elsbree , SUPERVISOR
LAURA ELSBREE

STATE OF NEW YORK, COUNTY OF WAYNE, TOWN OF WALWORTH

I, Nadine Seppeler , being duly sworn, says that I am the Clerk of the TOWN OF WALWORTH that the foregoing is a full and true statement of all Fees and moneys received by me during the month above stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

Nadine E. Seppeler
Town Clerk

Subscribed and sworn to before me this

7 day of October 2026

Valen Fisher
Notary Public

VALEN M FISHER
Notary Public - State of New York
NO. 01FI0045256
Qualified in Wayne County
My Commission Expires Dec 31, 2029

Town of Walworth
Bank Reconciliation
September 2026

		GENERAL LEDGER				BANK ACCOUNTS					
		8/31/2026	DEBITS	CREDITS	9/30/2026	Consolidated Checking #6843	Combined Savings #6918	TA Checking #6851	Sewer Money Market #7297	Trust Custodial #4769	NYCLASS #1509
AA.00.0200.000	CONSOLIDATED CHECKING	1,341,554.82	99,902.51	196,163.84	1,245,293.49	1,245,293.49					
AA.00.0201.000	CASH IN SAVINGS - NYCLASS	1,593,247.98	4,771.02	-	1,598,019.00						1,598,019.00
AA.00.0201.003	ARPA SAVINGS - NYCLASS	86,956.40	260.40		87,216.80						87,216.80
AA.00.0231.080	HIGHWAY BUILDING REPAIR/ALTERATIONS RES	59,388.27	177.85		59,566.12						59,566.12
AA.00.0231.081	BLDG EQUIPMENT/SOFTWARE	4,187.89	12.54		4,200.43						4,200.43
AA.00.0231.082	BUILDING DEPT VEHICLE RESERVE	26,086.34	78.13		26,164.47						26,164.47
AA.00.0231.083	TOWN CLERK EQUIPMENT RESERVE	3,660.20	10.94		3,671.14						3,671.14
AA.00.0231.084	DOG ENUMERATION RESERVE FUND	2,968.93	8.88		2,977.81						2,977.81
AA.00.0231.085	RESERVE FOR RECORDS MANAGEMENT	77,808.08	232.99		78,041.07						78,041.07
AA.00.0231.086	PARK EQ RESERVE SAVINGS	148,954.90	446.04		149,400.94						149,400.94
AA.00.0231.087	HAMLET SIDEWALK RESERVE FUND	32,490.61	97.30		32,587.91						32,587.91
AA.00.0231.088	COMPUTER EQ RESERVE SAVINGS	74,331.05	222.60		74,553.65						74,553.65
AA.00.0231.089	TOWN HALL CAPITAL RESERVE	298,538.74	893.99		299,432.73						299,432.73
AA.00.0231.090	EMPLOYEE BENEFIT RESERVE	2,313.35	6.94		2,320.29						2,320.29
AA.00.0231.091	RETIREMENT CONTRIBUTION RESERVE FUND	11,820.24	35.39		11,855.63						11,855.63
CM.01.0200.000	CONSOLIDATED CHECKING	153,761.13	5,680.00	898.33	158,542.80	158,542.80					
CM.06.0200.000	CONSOLIDATED CHECKING	-			-	-					
DA.00.0200.000	CONSOLIDATED CHECKING	1,145,849.28	3,972.45	71,545.13	1,078,276.60	1,078,276.60					
DA.00.0201.000	CASH IN SAVINGS - NYCLASS	938,013.08	2,808.88		940,821.96						940,821.96
DA.00.0231.081	EMPLOYEES BENEFITS RESERVE	7,689.96	23.02		7,712.98						7,712.98
DA.00.0231.082	MACHINERY RESERVE SAVINGS	745,169.80	2,231.45		747,401.25						747,401.25
DA.00.0231.083	RETIREMENT CONTRIBUTION RESERVE	11,820.24	35.39		11,855.63						11,855.63
HH.01.0200.000	CONSOLIDATED CHECKING	77,067.00			77,067.00	77,067.00					
MS.00.0200.000	CONSOLIDATED CHECKING	98.99			98.99	98.99					
MS.00.0201.001	CASH - LNB MONEY MARKET	2,740.65	7.88		2,748.53		2,748.53				
SD.01.0200.000	CONSOLIDATED CHECKING	157,093.31			157,093.31	157,093.31					
SD.02.0200.000	CONSOLIDATED CHECKING	5,119.73			5,119.73	5,119.73					
SD.02.0231.080	CRYSTAL CREEK DRAINAGE RES SAVINGS	7,851.61	23.52		7,875.13						7,875.13
SF.02.0200.000	CONSOLIDATED CHECKING	1,974.00	-		1,974.00	1,974.00					
SF.02.0201.000	CASH IN SAVINGS - NYCLASS	4,345.92	13.03		4,358.95						4,358.95
SF.03.0200.000	CONSOLIDATED CHECKING	222.00			222.00	222.00					
SF.03.0201.000	CASH IN SAVINGS - NYCLASS	15,322.63	45.88		15,368.51						15,368.51
SL.01.0200.000	CONSOLIDATED CHECKING	24,878.13		261.24	24,616.89	24,616.89					
SL.02.0200.000	CONSOLIDATED CHECKING	8,118.09		891.23	7,226.86	7,226.86					
SL.03.0200.000	CONSOLIDATED CHECKING	16,012.61			16,012.61	16,012.61					
SL.04.0200.000	CONSOLIDATED CHECKING	397.30		19.24	378.06	378.06					
SL.04.0231.080	BROOKSIDE REPAIR RESERVE	5,511.78	16.50		5,528.28						5,528.28
SL.05.0200.000	CONSOLIDATED CHECKING	4,465.18		197.49	4,267.69	4,267.69					
SL.06.0200.000	CONSOLIDATED CHECKING	2,500.00			2,500.00	2,500.00					
SM.01.0200.000	CONSLIDATED CHECKING	18,566.20			18,566.20	18,566.20					
SM.01.0201.000	CASH IN SAVINGS - NYCLASS	21,898.19	65.59		21,963.78						21,963.78
SM.02.0200.000	CONSOLIDATED CHECKING	1,500.00			1,500.00	1,500.00					
SM.02.0201.000	CASH IN SAVINGS - NYCLASS	576.13	1.77		577.90						577.90

Town of Walworth
Bank Reconciliation
September 2026

		GENERAL LEDGER				BANK ACCOUNTS					
		8/31/2026	DEBITS	CREDITS	9/30/2026	Consolidated Checking #6843	Combined Savings #6918	TA Checking #6851	Sewer Money Market #7297	Trust Custodial #4769	NYCLASS #1509
SP.01.0200.000	CONSOLIDATED CHECKING	3,879.90			3,879.90	3,879.90					
SS.00.0200.000	CONSOLIDATED CHECKING	720,087.50	15,599.91	402.32	735,285.09	735,285.09					
SS.00.0201.000	CASH IN SAVINGS - NYCLASS	641,462.25	1,920.86		643,383.11						643,383.11
SS.00.0201.001	CASH - LNB MONEY MARKET	645,435.76	1,856.73		647,292.49				647,292.49		
SS.00.0201.003	REGIONAL WWTP REFUND - NYCLASS	696,252.70	2,084.96		698,337.66						698,337.66
SS.00.0231.081	SEWER DIST BUILDING RESERVE	237,060.26	709.90		237,770.16						237,770.16
SS.00.0231.082	SEWER EQ RESERVE SAVINGS	150,264.74	449.98		150,714.72						150,714.72
SS.00.0231.083	SEWER CAPITAL RESERVE	133,952.48	401.12		134,353.60						134,353.60
SW.01.0201.000	CASH IN SAVINGS - NYCLASS	36,541.34	109.43		36,650.77						36,650.77
SW.01.0231.081	SPECIAL RESERVE, WATER STORAGE TANK	2,711.51	8.14		2,719.65						2,719.65
SW.19.0200.000	CONSOLIDATED CHECKING	(3,460.00)		540.00	(4,000.00)	(4,000.00)					
SW.19.0201.000	CASH IN SAVINGS - NYCLASS	-			-						-
SW.20.0200.000	CONSOLIDATED CHECKING	(1,964.90)		135.00	(2,099.90)	(2,099.90)					
SW.20.0201.000	CASH IN SAVINGS - NYCLASS	-			-						-
TA.00.0200.000	CASH - CHECKING	28,702.04	149,264.91	145,883.69	32,083.26			32,083.26			
TC.00.0200.000	CASH - CHECKING	172,449.10	12,800.00	8,194.50	177,054.60					177,054.60	
VV.00.0231.080	ARBOR/TUMMONDS RESERVE SAVINGS	4,167.95	12.48		4,180.43						4,180.43
VV.00.0231.081	LIN/SWAD RESERVE SAVINGS	7,034.17	21.06		7,055.23						7,055.23
		10,617,447.54	307,322.36	425,132.01	10,499,637.89	3,531,821.32	2,748.53	32,083.26	647,292.49	177,054.60	6,108,637.69
BANK STATEMENT BALANCES					10,510,286.04	3,547,993.22	2,748.53	24,259.51	647,292.49	179,354.60	6,108,637.69
DEPOSITS IN TRANSIT					9,160.03			9,160.03			
OUTSTANDING CHECKS (Operating Checks)					(19,808.18)	(16,171.90)		(1,336.28)		(2,300.00)	
Identified Difference -											
CALCULATED BALANCE ON GENERAL LEDGER					10,499,637.89	3,531,821.32	2,748.53	32,083.26	647,292.49	177,054.60	6,108,637.69
DIFFERENCE					-	-	-	(0.00)	-	-	-

Pursuant to Section 125 of the Town Law, I hereby render the following detailed statement of all moneys received and disbursed by me during the month of:

9/30/2026

Laura Elsbree

Supervisors Signature

RESOLUTION -26 TO ADOPT LOCAL LAW NO. 1 OF 2026 FOR FLOOD DAMAGE PREVENTION

Council offered the Resolution and moved its adoption. Seconded by Council to wit:

WHEREAS, the Town Board for the Town of Walworth, New York (the "Town") has determined that, in the public interest, it is necessary and advisable to adopt Local Law No. 1 of 2026, entitled "Flood Damage Prevention" (the "Local Law"), as authorized by the New York State Constitution, Article IX, Section 2, and the Environmental Conservation Law, Article 36; and

WHEREAS, the proposed Local Law was formally introduced, accepted and filed with the Town Clerk's office, and a copy of same was provided to each member of the Town Board for the Town of Walworth, New York (the "Town Board"); and

WHEREAS, the Town Board referred the proposed Local Law to the Wayne County Planning Board as required by General Municipal Law 239-m et seq, and the Wayne County Planning Board did not recommend denying the adoption of the proposed Local Law; and

WHEREAS, pursuant to New York State Town Law, a public hearing was held on the proposed Local Law on October 15, 2026 at or about 6:30PM at the Town of Walworth Town Hall prior to the adoption of the Local Law, on notice to the public, and a copy of said proposed Local Law as on file with the Town Clerk's Office in advance of said public hearing; and

WHEREAS, the Town Board is the only involved agency under SEQRA with respect to consideration and adoption of this proposed Local Law (the "Project") because it is the only entity with authority to fund, undertake, or make a discretionary determination with respect to the adoption of the proposed Local Law; and

WHEREAS, the Town Board has caused a Short Environmental Assessment Form to be completed under SEQRA with respect to the adoption of the proposed Local Law;

WHEREAS, the Town Board has given due consideration to the proposed Local Law, the adoption of same, to all documentation provided in connection therewith, to all submitted comments, and to the testimony and evidence presented at the public hearing;

WHEREAS, the Town Board finds that potential and/or actual damages from flooding and erosion may pose a problem to the residents of the Town of Walworth, including the destruction or loss of private and public housing, damage to public facilities (both publicly and privately owned), and injury to or loss of human life; and

WHEREAS, this Local Law is being adopted in order to minimize the threat of such damages and to achieve the purposes and objectives of flood damage prevention; and

NOW, THEREFORE, BE IT RESOLVED, the Town Board classifies this Action, involving the adoption of the proposed Local Law, as an Unlisted Action under SEQRA; and

BE IT FURTHER RESOLVED, the Town Board declares itself Lead Agency under SEQRA with respect to this Action; and

BE IT FURTHER RESOLVED, that, based on review of the proposed Local Law, the public hearing transcript and submissions, and consideration of the record herein, including the Environmental Assessment Form, and all material received concerning the proposed Action, the Town Board finds and determines upon the evidence in the record, as follows:

a) Adoption of the proposed Local Law will not cause any serious adverse environmental impact;

b) The Town Board hereby issues a Negative Declaration of Environmental Significance with respect to this proposed Local Law (the "Neg Dec").

BE IT FURTHER RESOLVED, that, based on review of the proposed Local Law, the public hearing transcript and submissions, and consideration of the record herein, including the Environmental Assessment Form, the Town Board finds and determines upon the evidence in the record, as follows:

a) the notice of public hearing was published and posted as required by law and is otherwise sufficient;

b) all persons and entities entitled to receive notice of this proposed Local Law received such required notice;

c) The Local Law was referred to County Planning;

d) SEQRA has been complied with for adoption of this proposed Local Law; and

e) the proposed Local Law is in the public interest.

BE IT FURTHER RESOLVED, that the Local Law (attached hereto as **Exhibit A**) is hereby adopted.

BE IT FURTHER RESOLVED, This Resolution shall take effect immediately. Upon adoption, the Town Clerk shall file a copy of this Resolution with the New York State Department of State.

Adopted this 15th day of October 2026 at the meeting of the Town Board.

Roll call vote: Councilwoman Paine:
Councilman Jeffers:
Councilman Botsford:
Councilman Kelly:
Supervisor Elsbree:

Resolution carried/failed.

RESOLUTION -26 DECLARING THE INTENT TO BE LEAD AGENCY FOR SEQR RE 2026 SITE DESIGN AND DEVELOPMENT CRITERIA ADOPTION

Council offered the following Resolution and moved its adoption. Seconded by Council

WHEREAS, the Town of Walworth Town Board (hereinafter referred to as "Town Board") has reviewed the New York State Environmental Quality Review Act ("SEQRA") Full Environmental Assessment Form ("EAF") Part 1, prepared by the MRB Group (hereinafter referred to as "Project Engineer") on the above-referenced Town of Walworth 2026 Site Design and Development Criteria Adoption Project (hereinafter referred to as "Action"); and

WHEREAS, the Town Board determines that said Action is classified as a Type 1 Action under the State Environmental Quality Review ("SEQR") Regulations; and

WHEREAS, the Town Board determines that said Action is also subject to review and approval by other involved agencies under the SEQR Regulations; and

WHEREAS, the Town Board determines that it is the most appropriate agency to ensure the coordination of this Action and will provide written notifications to involved agencies, for the purpose of conducting a coordinated review and making the determination of significance thereon under the SEQR Regulations; and

WHEREAS, there are no identified Involved Agencies for the Action, only Interested Agencies.

NOW, THEREFORE BE IT RESOLVED that the Town Board does hereby declare its intent to be designated as the lead agency for the Action and directs the Supervisor to sign and date the Full EAF Part 1.

BE IT FURTHER RESOLVED, that the Project Engineer is directed to provide notice hereof to the involved and interested agencies, seeking their agreement (or objection thereto) in writing.

Adopted this 15th day of October 2026 at the meeting of the Town Board.

Roll call vote:
Councilwoman Paine
Councilman Jeffers
Councilman Botsford
Councilman Kelly
Supervisor Elsbree

Resolution carried/failed.

RESOLUTION -26 ABSTRACT OF CLAIMS FOR TOWN BOARD APPROVAL DATED OCTOBER 15, 2026

Council offered the Resolution and moved its adoption. Seconded by Council to wit:

Voucher numbers – #3498 - #3629

Are audited and approved for payment by the Town Board.

Run: 10/14/2026 at 7:56 AM Page: 1

ABSTRACT OF CLAIMS FOR TOWN BOARD AUDIT DATED10/15/2026
Town of Walworth
3600 Lorraine Drive

SUMMARY BY FUND

	Prepaids	Unpaids	Totals
AA - General Fund TOTAL	14,301.20	42,003.44	56,304.64
CM - Parks Special Revenue TOTAL	0.00	351.87	351.87
DA - Highway Fund TOTAL	14,929.07	293,398.34	308,327.41
TC - Trust Custodial TOTAL	0.00	19,861.48	19,861.48
REPORT TOTAL	29,230.27	355,615.13	384,845.40

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

Adopted this 15th day of October 2026 at the meeting of the Town Board.

Roll call vote: Councilwoman Paine
Councilman Jeffers
Councilman Botsford
Councilman Kelly
Supervisor Elsbree

Resolution carried/failed.

RESOLUTION -26 BUDGET MODIFICATIONS

Council offered the following Resolution and moved its adoption. Seconded by Council to wit:

TRANSFER	ACCOUNT DESCRIPTION	DISTRIBUTION ACCOUNT	AMMOUNT	REASON
FROM	AA.00.7110.102	Park Pers SVS-Seasonal Help	(2,500.00)	Projected shortfall
TO	AA.00.7110.407	Fuel	2,500.00	

Adopted this15th day of October 2026 at the meeting of the Town Board.

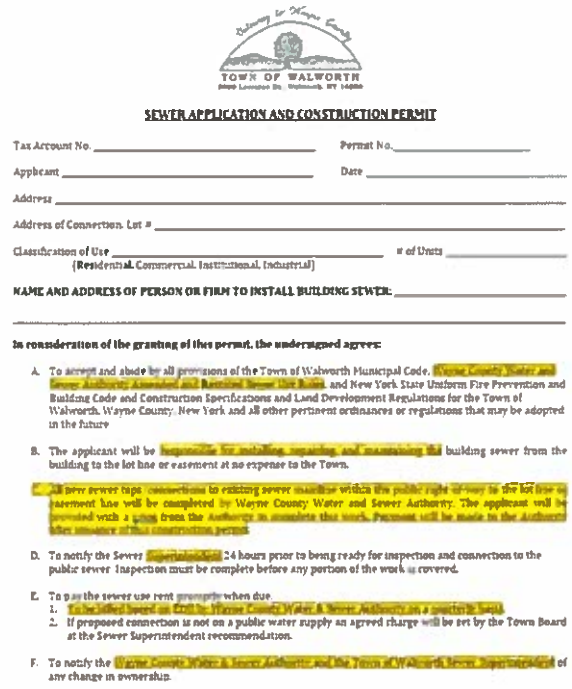
Roll call vote: Councilwoman Paine
Councilman Jeffers
Councilman Botsford
Councilman Kelly
Supervisor Elsbree

Resolution carried/failed.

RESOLUTION -26 AUTHORIZING THE PROPOSED NEW SERWER APPLICATION AND CONSTRUCTION PERMIT

Council offered the Resolution and moved its adoption. Seconded by Council to wit,

The following was submitted:



TOWN OF WALWORTH

SEWER APPLICATION AND CONSTRUCTION PERMIT

Tax Account No. _____ Permit No._____

Applicant _____ Date _____

Address _____

Address of Connection. Lot # _____

Classification of Use _____ # of Units _____
(Residential. Commercial. Institutional. Industrial)

NAME AND ADDRESS OF PERSON OR FIRM TO INSTALL BUILDING SEWER: _____

_____

In consideration of the granting of this permit, the undersigned agrees:

A. To accept and abide by all provisions of the Town of Walworth Municipal Code, Wayne County Water and Sewer Authority Amended and Restated Sewer Use Rules and New York State Uniform Fire Prevention and Building Code and Construction Specifications and Land Development Regulations for the Town of Walworth, Wayne County, New York and all other pertinent ordinances or regulations that may be adopted in the future

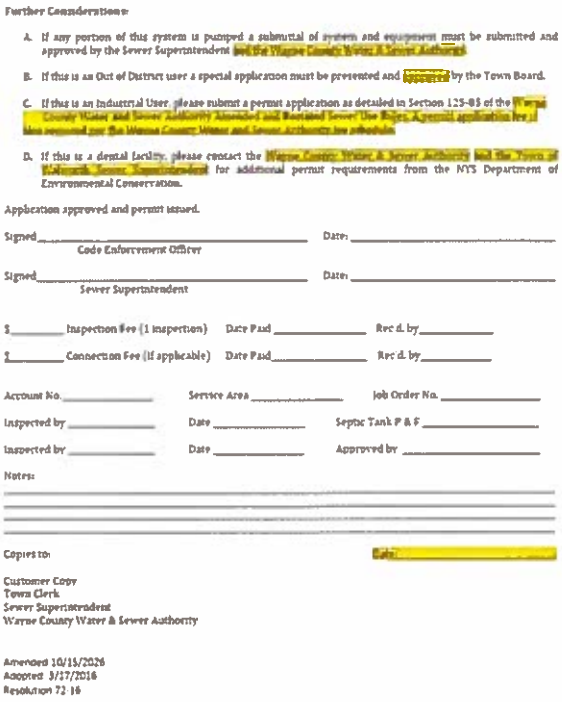
B. The applicant will be responsible for installing, repairing, and maintaining the building sewer from the building to the lot line or easement at no expense to the Town.

C. All new sewer taps connections to existing sewer manhole within the public right-of-way to the lot line or easement line will be completed by Wayne County Water and Sewer Authority. The applicant will be provided with a price from the Authority to complete this work. Payment will be made to the Authority after issuance of the construction permit.

D. To notify the Sewer Superintendent 24 hours prior to being ready for inspection and connection to the public sewer. Inspection must be complete before any portion of the work is covered.

E. To pay the sewer use rent promptly when due.
1. To be billed based on Unit by Wayne County Water & Sewer Authority on a quarterly basis.
2. If proposed connection is not on a public water supply an agreed charge will be set by the Town Board at the Sewer Superintendent recommendation.

F. To notify the Wayne County Water & Sewer Authority and the Town of Walworth Sewer Superintendent of any change in ownership.



Further Considerations:

A. If any portion of this system is pumped a submittal of system and equipment must be submitted and approved by the Sewer Superintendent and the Wayne County Water & Sewer Authority.

B. If this is an Out of District user a special application must be presented and approved by the Town Board.

C. If this is an Industrial User, please submit a permit application as detailed in Section 125-85 of the Wayne County Water and Sewer Authority Amended and Restated Sewer Use Rules. A permit application fee is also required per the Wayne County Water and Sewer Authority fee schedule.

D. If this is a dental facility, please contact the Wayne County Water & Sewer Authority and the Town of Walworth Sewer Superintendent for additional permit requirements from the NYS Department of Environmental Conservation.

Application approved and permit issued.

Signed_____ Date: _____
Code Enforcement Officer

Signed_____ Date: _____
Sewer Superintendent

$_____ Inspection Fee (1 inspection) Date Paid _____ Rec'd. by_____

$_____ Connection Fee (if applicable) Date Paid_____ Rec'd. by_____

Account No._____ Service Area _____ Job Order No. _____

Inspected by _____ Date _____ Septic Tank P & F _____

Inspected by _____ Date _____ Approved by _____

Notes:

Copies to: Date:

Customer Copy
Town Clerk
Sewer Superintendent
Wayne County Water & Sewer Authority

Amended 10/15/2026
Adopted 3/17/2016
Resolution 72-16

RESOLVED, the Building Sewer Application and Construction Permit are adopted as submitted.

Adopted this 15th day of October 2026 at the meeting of the Town Board.

Roll call vote:
Councilwoman Paine
Councilman Jeffers
Councilman Botsford
Councilman Kelly
Supervisor Elsbree

Resolution carried/failed.

RESOLUTION -26 RATIFYING THE NOTICE OF TERMINATION SENT BY THE TOWN SUPERVISOR TO ATTORNEY DON YOUNG AND DESIGNATING SUCCESSOR COUNSEL

Council offered the Resolution and moved its adoption. Seconded by Council to wit

WHEREAS, the Town Board has reviewed the contractual legal services provided to the Town Planning Board and the Town Zoning Board of Appeals; and

WHEREAS, pursuant to the terms of the professional services agreement, Town Supervisor ended the agreement with attorney **Don Young** on **October 7, 2026**; and

WHEREAS, the Town Board desires to formally ratify this administrative action in open, public session to ensure proper legal compliance and a structured transition of municipal duties;

NOW, THEREFORE, BE IT RESOLVED by the Town Board that the notice of contract termination issued by the Supervisor to **Don Young** is hereby fully ratified, confirmed, and approved in all respects; and

BE IT FURTHER RESOLVED that the professional services agreement with **Don Young** for the Planning Board and Zoning Board of Appeals shall officially conclude and cease on October 7, 2026; and

BE IT FURTHER RESOLVED that **Don Young** is hereby directed to compile and transmit all physical and electronic client files, pending application records, maps, official correspondence, and all other records within his possession to **UNDERBERG & KESSLER LLP.**

BE IT FURTHER RESOLVED that the town financial department is authorized to process final payment for outstanding invoices for approved services rendered up to the official termination date, subject to regular board audit; and

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon its adoption.

Adopted this 15th day of October 2026 at the meeting of the Town Board.

Roll call vote:
Councilwoman Paine
Councilman Jeffers
Councilman Botsford
Councilman Kelly
Supervisor Elsbree

Resolution carried/failed.

RESOLUTION -26 TO AUTHORIZE TOWN SUPERVISOR TO SIGN NEW YORK STATE POLICE WALWORTH SATELLITE STATION AGREEMENT 3451 ONTARIO CENTER ROAD

Council offered the following Resolution and moved its adoption. Seconded by Council to wit:

WHEREAS, an agreement between the town of Walworth and the New York State Police has been reached as the New York State Police are desirous to accept office space at 3451 Ontario Center Road, and

WHEREAS, the term of the agreement will cover November 1, 2026 and terminate October 31, 2031 with a renewal term of November 1, 2031 terminating October 31, 2036.

BE IT RESOLVED, that the Town Supervisor is hereby authorized to sign the New York State Police Walworth Satellite Station Agreement. .

Adopted this 15th day of October, 2026 at a meeting of the Town Board.

Roll call vote:
Councilwoman Paine
Councilman Jeffers
Councilman Botsford
Councilman Kelly
Supervisor Elsbree

Motion carried.

RESOLUTION -26 TO SET PUBLIC HEARING FOR THE WEST WALWORTH FIRE DEPARTMENT 2027 CONTRACT

Council offered Resolution and moved its adoption. Seconded by Council to wit:

WHEREAS, the Town Board desires to schedule a Public Hearing on **Thursday, November 5th, 2026,** for the purpose of hearing comments regarding the 2027 West Walworth Fire Department Contract,

BE IT RESOLVED, that a public hearing is scheduled for **Thursday, November 5, 2026, at 6:30 PM** for the purpose of hearing comments regarding the West Walworth Fire Department 2027 Contract.

Adopted this 15th day of October 2026 at the meeting of the Town Board.

Roll call vote: Councilwoman Paine
Councilman Jeffers
Councilman Botsford
Councilman Kelly
Supervisor Elsbree

Resolution carried/failed.

RESOLUTION -26 TO SET PUBLIC HEARING FOR LINCOLN FIRE DEPARTMENT 2027 CONTRACT

Council offered Resolution and moved its adoption. Seconded by Council to wit:

WHEREAS, the Town Board desires to schedule a Public Hearing on **Thursday, November 5th, 2025,** for the purpose of hearing comments regarding the 2027 Lincoln Fire Department Contract,

BE IT RESOLVED, that a public hearing is scheduled for **Thursday, November 5, 2025 at 6:30 PM** for the purpose of hearing comments regarding the Lincoln Fire Department 2027 Contract.

Adopted this 15th day of October 2026 at the meeting of the Town Board.

Roll call vote: Councilwoman Paine
Councilman Jeffers
Councilman Botsford
Councilman Kelly
Supervisor Elsbree

Resolution carried/failed.

RESOLUTION -26 TO SET PUBLIC HEARING FOR TOWN OF WALWORTH SEWER DISTRICT SPECIAL ASSESSMENT ROLL FOR 2026

Council offered the following Resolution and moved its adoption. Seconded by Council to wit:

WHEREAS, the costs in connection with the Town of Walworth's sewer districts must be paid for in accordance with law, including in relation to the transition from the dated Walworth Treatment Plant in the Town of Walworth to the planned regional treatment plant to be run by the Wayne County Water and Sewer Authority; and

WHEREAS, in connection with the payment of such costs, the Town of Walworth will be collecting revenues via special assessments against the Town of Walworth sewer districts; and

WHEREAS, such special assessments will be imposed based upon the number of equivalent dwelling units ("EDUs") assigned to each tax parcel, as defined and determined in accordance with the Walworth Town Code; and

WHEREAS, the roll specifying such special assessments has been filed with and is available for review by the public at the Office of the Walworth Town Clerk.

NOW, THEREFORE, BE IT RESOLVED, that a public hearing shall be had on the Town of Walworth Sewer District Special Assessment Roll for 2026 on November 5th 2026 at 6:30 p.m. for the purpose of hearing the public in relation to the roll; and

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

Adopted this 15th day of October, 2026 at a meeting of the Town Board.

Roll call vote: Councilwoman Paine
Councilman Jeffers
Councilman Botsford
Councilman Kelly
Supervisor Elsbree

Resolution carried/failed.

RESOLUTION -26 TO SET PUBLIC HEARING FOR 2027 PRELIMINARY BUDGET

Council offered resolution and moved its adoption. Seconded by Council to wit:

WHEREAS, the Town Board desires to schedule a Public Hearing on **Thursday, November 5, 2026 at 6:30 PM** for the purpose of hearing comments regarding the 2027 Preliminary Budget; and

WHEREAS, the Town Board directs the Town Clerk to publish the notice stating compensation proposed to be paid to each Elected Official (Town Law§108), effective January 1, 2027; and

BE IT RESOLVED, that the Town Board will hold a Public Hearing on said 2027 Preliminary Budget at the Walworth Town Hall, 3600 Lorraine Drive, in the Town of Walworth, New York at **6:30 PM on Thursday, November 5, 2026**;

BE IT FURTHER RESOLVED, that the Town Clerk publishes or causes published public notice in the official newspaper of the Town of said public hearing at least five (5) days prior thereto.

Adopted this 15th day of October 2026 at the meeting of the Town Board.

Roll call vote: Councilwoman Paine
Councilman Jeffers
Councilman Botsford
Councilman Kelly
Supervisor Elsbree

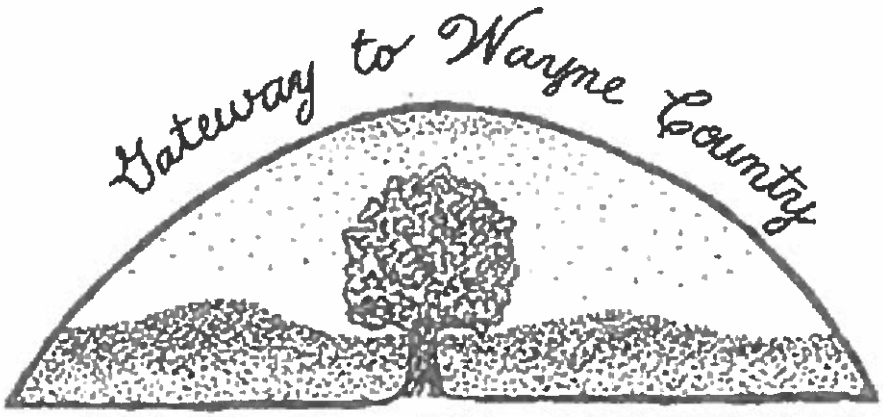
Resolution carried/failed.

Gateway to Wayne County
TOWN OF WALWORTH
3600 Lorraine Dr., Walworth, NY 14568

To: Supervisor Laura Elsbree
Highway Superintendent Kevin Switzer

Re: MS4 progress update – September

- Submitted budget worksheets in preparation for budget meeting on September 9th.
- Logged in information for private pond inspection reports received for Byrne Dairy, Lehrwood Estates, Gananda Senior Living, Dollar General, and Walworth Plaza.
- Submitted SPDES dispute form to DEC for refund request.
- Logged in sewer applications for 4 new home builds.
- Balanced MS4 budget lines.
- Mailed second notice letters for Stormwater Maintenance Pond Inspections to those that have not responded to the first letter.
- Budget Meeting with the Supervisor.
- Updated spreadsheet for laminated stormwater management posters.
- Followed up with email for stormwater management ponds that need corrective actions.
- Drafted letter and mailed for corrective actions to be completed on 2 stormwater management ponds.
- Drafted one page document on "What is a SWPPP" to be used to enforce such actions.
- Worked on form to be used for small homesite construction activities under 1 acre to ensure that at the very minimum a silt fence is installed to prevent erosion. (Not going to use).
- Research material for site disturbance at Sunset Drive extension.
- Email sent to show MS4 minimum measures required to be enforced town wide and other minimum measures suggested to be enforced throughout the municipality.
- Vouchers.
- Created SWPPP permit checklist.
- Created MS4 Requirements Checklist for disturbance of 1 acre but less than 5 acres and SWPPP to be used as part of our public education.
- Submitted updated / amended sewer application permit to be reviewed and approved by the Town Board.
- Updated spreadsheet for food truck educational poster to end the season.



TOWN OF WALWORTH

3600 Lorraine Dr., Walworth, NY 14568

To: Supervisor Laura Elsbree
Highway Superintendent Kevin Switzer

From: Jr. Engineer

Re: MS4 Stormwater Management Officer progress update – September 2026

- Continue to set up ArcGIS Pro with downloaded information about a catch basin inventory
- Using ArcGIS Pro Field maps with a smart form that allows field outfall inspections to be collected digitally and then downloaded for the MS4 GIS mapping program
- Handing out flyers for venders at the Farmer's market for the MS4 programs, MCM1 – community awareness.
- Site visit to Orchard View Trail to observe the erosion and sediment measures put in place
- Collection of MS4 outfall locations for GIS inventory
- Asking for information on Gerber property out on Canandaigua Rd, digging on site
- Site visit at Cream Ridge Rd for Illicit discharge violation. Met with MAS engineering to come up with a solution.
- MS4/Jr Engineer 2027 budget meeting
- Researching a possible stop work order for property behind 1472 Sunrise Rd for working without a SWPPP and disturbing more than 1 acre of land. Sending information about how to create a SWPPP, the installation of silt fence. Site visit to see how much land has been disturbed, took photos. On site meeting with landowner and building department for an issuance of a STOP WORK ORDER, due to lack of SWPPP for the over 2 acres of disturbance on this property. Communication with the DEC about the errors on the eNOI and procedures to get the site stabilized prior to winter shutdown.
- Pond maintenance from 2026 pond inspections for the following ponds: Deer Meadow, Still Meadow and Parkview Green.
- Weekly site visits to Orchard View Trail, Stonebrook on Mildhan Rd, Sunset Dr Extension, Canandaigua Rd, all to check erosion and sediment control measures being followed

Re: Drainage, Tree, Sewer Superintendent progress update –

- ✓ Trees at 3734 Deer meadow Dr. and 3684 Deer meadow Dr. are downed and removed per TerryTree: 9.9.26 and 9.10.26
- ✓ Out to RG&E culver on County line Rd to clear it to get water to flow. Resident has called and complained about this numerous times. Will keep an eye on culvert to keep it clear.
- ✓ Researching grades out a t 4534 County Line rd for the driveway culvert and swale creation
- ✓ Sewer inspections at Lot 627 and 628 on Alexandra Lane
- ✓ On site at 3734 Deer meadow Dr to locate backyard abutting property pins to the Town of Walworth for highway dept. This is so that the highway crew knows where our property starts and the homeowners ends.
- ✓ Look at downed tree at 3709 that is blocking stream flow and residents are worried about flow of stream backing up.
- ✓ Look at tree in possible right-of-way for town to possibly cut down at 1659 Waterford Rd.
- ✓ Looking into sewer information for house build on Canandaigua Rd for Thorton Engineering. Spoke with Jason Monroe about the process of connecting to water and sewer.

TOWN OF WALWORTH
3600 Lorraine Dr., Walworth, NY 14568
Highway Department
4384 Canandaigua Rd, Walworth NY, 14568
Kevin Switzer, Highway Superintendent
(315)-524-3150/ highway@townofwalworthny.gov

September 2026 Highway Department Monthly Summary

- Shop work
- Pipe jobs on Farmview Dr, Mildahn Rd, Scenic Way, Lewis Rd, and Bills Rd
- Mowed various roadsides around town
- Cleaned up fallen trees from wind and rainstorms
- Started cutting trees for MS4 jobs
- Cut road shoulders and wedging on Tiffany Rd
- Topsoiled and blacktop patch work on Smith Hill Rd
- Fixed lawns on Deer Meadow from tree jobs
- Fixed washouts around town
- Worked with Town of Perinton to repair the salt barn with bucket truck

Date: September 2026

Dog Control Officer - Lea Dill

DESCRIPTION	# OF CALLS:
1) Reported Stray Sighting (Not picked up).	1
2) DL 18 processed & taken to Shelter. (Strays picked up).	0
3) DL 18 processed with local pick up charged to the dog owner.	0
4) Nuisance Complaints	2
5) The owner reported a lost dog.	0
(a) The owner reported the dog is home.	0
6) Dog Bite Cases	0
(a) Issued ten-day confinement	0
(b) Follow up on 10-day confinement, released from confinement.	0
7) Court Appearance tickets issued.	0
8) Follow-ups on an expired license or no license.	0

Incident Reports:

07/27/2026 – Bills Road – one unlicensed dog, off premises, and did charge after a person who was peacefully walking her leashed dog on public roadway. Violations are being filed for an unlicensed dog, off property and dangerous.

08/26/2026 - Tracy Lane - three unlicensed dogs, off premises, and dog(s) did charge after two young children playing peacefully in their front yard. Children were able to run into the garage of their home for safety. Violations are being filed for unlicensed dog(s), off property and dangerous dog.

09/20/2026 – 4:20 PM - Waterford Road, Walworth resident reported nuisance barking. Notified dog owner via phone call that a complaint had been filed, reiterated local law to dog owner, owner was in violation in March and May of 2026. No complaints had been filed from 04/2026 until 09/20/2026. The dog owner continues to ignore local laws on nuisance barking. Went to location, left copy of local laws in door, complaints continually filed. Followed up with certified registered letter via USP, CR letter never picked up. Complaints are continually filed. I did go to location on 10/04/2026, at around 5:00 PM. I spoke with dog owner and gave copy of local law. Complaint filed 10/05/2026 barking 12:15 to 1:45 PM and 4:15 to 4:35 PM. Owner continues to allow dog to bark. Violations will be processed and filed for nuisance barking.

Deputy picked up stray:
09/14/2026 – 2:49 PM, Burrow Road, Walworth resident reported dog in the middle of the road crying. Stray believed to be dumped. Stray is blind, deaf, flea infested, matted fur, long nails, unneutered, believed to be a Doodle breed. No one reported missing said dog or claimed. Arrangements were made for a flea dip and complimentary grooming from a local Groomer. "Lucky Dog" (as he was named on social media) has an appointment to be neutered and adopted out through "Buddy Love Dog Rescue."

Deputy picked up Stray:
09/23/2026 – 11:35 AM, Hennessey Road, Walworth resident reported a Beagle running up and down Hennessey Road. Deputy picked up a female beagle, owner of beagle called at about the same time, ownership proven. "Lucy" was dropped off, to owner who lives on Hennessey Road. "Lucy" is not licensed with the Town of Walworth, a follow up for licensing is in progress.
First incident, violation not issued.

09/23/2026 – 5:51 PM, Waterford Road, Dog owner called to report her female Beagle named "Bailey" had slipped out the front door. They just moved to Walworth; they were concerned they would not be able to locate "Bailey" due to fact the beagle not knowing the new neighborhood. I assured owners that the residents in Gananda are particularly good at reporting stray dogs. At 5:53 PM, I messaged Gananda resident who posted that she found a beagle and was safe at finders' home. I messaged finder, sent her picture of beagle that was reported missing and gave her the owner contact number, owner claimed "Bailey." Reminded the owner to get "Bailey" licensed.
First incident, violation not issued.

Monthly Review

Permits issued: 34 (estimated construction value of $2,176,880.28)
Single Family Home Plans Reviewed: 4
Collected $7650 in fees and $8200 in escrow
Certificates of Occupancy Issued: 3
Certificates of Compliance Issued: 25
Notice of Violation/Remedy: 1
Property Maintenance & other Complaints: 8
Soil Tests Completed: 4
Other Inspections: 30
Letters regarding Building Permits & Planning Board Review: 9
Fire Calls: 2
Email Inquiries Responded to: 346
Phone Calls: 264
Training Hours Completed: 52
Planning Board Applications: 7
Zoning Board Applications: 1

Foil Requests

- Verschage- 10 years of housing and commercial development documents
- Raynor-August 10th resolution, staff correspondence and building permit
- Williamson- Zoning Board Area Variance forms
- Burns- Vacant and distressed properties
- Williamson- 1 Country Club Drive sign permit
- Bedkowski- Environmental records for Canandaigua Road
- Raynor- Records for building permit #25-0131
- Follette- Communication with Windward Lake LLC

Projects in Process

- Review Proposal for new Town Building Standards
- Building Inspector Energy Code Training
- Annual Fire Inspections
- Prepare for 2027 Budget
- Closing or Renewing Expired Permits
- Training new Building Inspector
- Training new Planning & Zoning Clerk
- Researching new permitting software
- Assisting MS4 Officer
- Assisting JR Engineer
- Addressing IT issues with Laserfiche
- Addressing IT issues with large format scanner

Substantial Items in Process

- Stonebrook Estates Subdivision and Site Plan (SWO issued by MS4)
- Easement and Infrastructure review for dedication of Orchard View 6A & 6B
- Easement and Infrastructure review for dedicated facilities on Orchard View Trail
- Zoning Violation for 3655 High Street- served owner appearance ticket and worked with legal counsel about the case
- Windward Lake Subdivision (on hold)
- Beaver Creek Site Plan (on hold)

Meetings

- 8 residential meetings
- Stonebrook Subdivision meeting
- Planning Board meeting
- Project Review Committee meeting
- Sunset Drive meeting onsite to assist MS4 Officer
- Sunset Drive meeting onsite with Highway Superintendent

Respectfully Submitted,
Heather Behrendt
Building Clerk

Gateway to Wayne County
TOWN OF WALWORTH
3600 Lorraine Dr., Walworth, NY 14568

Jackie VanLare
Recreation Director
Walworth, NY 14568

Date: October 13, 2026

To: Supervisor Elsbree & the Walworth Town Board

Re: Month End Report for September 2026

- Financial Summary for September
  - Recreation Registration Fees $6,012.00
  - Lodge $0.00
  - Pavilion $70.00
  - Dog Park Permits $0.00

Respectfully submitted,

Jacqueline Van Lare

Director of Recreation

3600 Lorraine Drive
Walworth, NY 14568

(p) 315 986 1400

walrec@townofwalworthny.gov

TOWN OF WALWORTH
3600 Lorraine Dr., Walworth, NY 14568

Parks & Facilities Department
3600 Lorraine Drive, Walworth, NY 14568
Mike Buckley, Parks & Facilities Superintendent
(315) 986-1400 ext.12
parkssuper@townofwalworthny.gov

October 13, 2026,

To: Supervisor Laura Elsbree, Walworth Town Board
Re: Parks & Facilities Monthly Report

September 1, 2026 – September 30, 2026

Park & Facilities Maintenance:

- **Daily Operations:** Routine inspection, cleaning, and maintenance of Ginegaw Park lodge, pavilions, and restroom.
- **Mowing & Trimming:** Maintained seasonal mowing and string trimming schedules across park areas.
- **Building Repairs:** Repaired staff restroom facility at the library.

Athletic Fields & Turf Management:

- **Field Prep:** Continued soccer field lining at Ginegaw & Sherburne Parks; completed grooming and lining for baseball/softball fields.
- **Turf Applications:** Applied fertilizer to Ginegaw & Sherburne athletic fields and herbicide treatments at Ginegaw Park.

Parks, Forestry & Trails:

- **Tree Planting (Ginegaw Park):** Planted Shagbark Hickory, Princeton American Elm, Hackberry, and Golden Raintree.
- **Trail Maintenance:** Cleared downed trees along the Ginegaw Park trail.

Special Projects & Cemetery Operations:

- **Historical Marker:** Installed new roadside historical marker on Walworth-Penfield Rd.
- **Freewill Cemetery:** Marked out new headstone foundation location.

Respectfully Submitted,

Mike Buckley

Parks & Facilities Superintendent

STATE OF NEW YORK
EXECUTIVE DEPARTMENT
NEW YORK STATE POLICE
STATE CAMPUS
BUILDING 22
ALBANY, NEW YORK 12226

AGREEMENT
SP WALWORTH Satellite Station
Lease No. TL02474

This **AGREEMENT** made by and between the **TOWN OF WALWORTH**, a duly authorized municipal corporation organized under the laws of the State of New York with its office and principal place of business located at 3600 Lorraine Drive, Walworth, New York 14568 (hereinafter referred to as the "Town"), and the **NEW YORK STATE DIVISION OF STATE POLICE**, an agency within the government of the State of New York having its principal place of business located at 1220 Washington Avenue, Building 22, Albany, New York 12226 (hereinafter referred to as the "State Police"). The foregoing may be hereinafter referred to individually as a "Party" and collectively as the "Parties." Any notice required to be given during the Term of this Agreement, shall be made in writing and provided to the receiving party at the addresses stated above.

WHEREAS, the Town, in the interest of promoting the health, safety and public welfare of the residents of the Town of Walworth, has requested of, and the State Police has agreed to provide, a police presence and level of protection throughout the area known as the Town of Walworth and immediately surrounding areas; and

WHEREAS, in connection with said arrangement, and as consideration for said police presence and protection, the Town has heretofore agreed with the State Police to provide facilities for use as a Satellite Station; and

WHEREAS, the Town has readily accessible facilities, including but not limited to, office space, locker space, parking, and phone access sufficient for the State Police to establish a Satellite Station; and

WHEREAS, the parties are desirous of entering into a formal Agreement whereby the Town agrees to provide the premises referenced above to the State Police;

NOW, THEREFORE, the Town does hereby agree to provide unto the State Police, for use solely as a Satellite Station by members of the New York State Police for and in consideration for the sum of **One Dollar ($1.00)**, payment waived, a single story building, located at 3451 Ontario Center Rd, Wayne County, New York (hereinafter, the "Premises") and State Police hereby agrees to and does take the same upon the conditions hereinafter mentioned. To wit:

1. TERM

1.1 The Agreement to provide the above-described premises shall commence on the **1st day of November 2026** and shall terminate on the **31st day of October 2031** (the "Term"). The Agreement shall continue after said termination date upon the same terms and conditions unless either party shall give to the other **sixty (60) days** written notice of termination, in which event it shall terminate upon the expiration of said **sixty (60) days**.

1.2 This Agreement shall be deemed executory only to the extent of the monies available to the State Police for the occupancy of said Premises and no liability shall be incurred by the State of New York beyond the monies available for such purpose.

2. CANCELLATION

At any time during the term of this Agreement, or a Renewal Term, as defined herein in Paragraph 3 herein, either Party may terminate this agreement with **sixty (60) days** written notice to the other Party.

3. RENEWAL

This Agreement may, at the option of the State Police, with concurrence by the Town, be renewed for **two (2)** successive terms of **five (5) years** each (hereinafter referred to as "Renewal Term" or "Renewal Terms"), the first beginning **November 1, 2031** and ending **October 31, 2036**. Each such Renewal Term shall be on the same terms and conditions as specified herein, as same may have been modified by the Parties prior to such Renewal. The State Police shall exercise its option to renew by providing written notice to the Town at least **sixty (60) days** prior to the end of the Term or Renewal Term. In order for a Renewal Term to become effective, the Town shall notify the State Police of its concurrence, within **thirty (30) days** of receiving the Renewal notice.

4. TOWN RESPONSIBILITY

4.1 The Town shall provide the NYSP approximately **1,160 square feet** of office space, currently identified as the Water Pollution Control Facilities Lab/Office, located at 3451 Ontario Center Rd, Wayne County, New York (the "Premises"), to be used as a Satellite Station. Use of said facility shall be granted to the State Police for exclusive use by members of the New York State Police during the time that the Satellite Station is in operation.

4.2 The Town shall be responsible for the repairs and maintenance of the Premises and shall be responsible for and pay for any and all costs incurred for heat, lights, snow removal, lawn care and utilities.

4.3 The Town shall install and maintain Carbon Monoxide and Smoke detectors in accordance with the Fire Code and Property Maintenance code of New York ("Nelson's Law").

4.4 The Town shall furnish, at its own expense, hot and cold potable water appurtenances from the local supply sufficient for drinking, washroom and cleaning purposes in the demised premises. Should the Premises be serviced by a private well and septic system, the Town shall be responsible for the maintenance of said systems and insure their compliance with all environmental and health regulations relating to same. Should the water to the Premises not meet public drinking water standards as proscribed in NYCRR Title 10, or if unreasonable hardness, odor, iron content or clarity is encountered, the Town shall install and repair, if necessary, the appropriate water filtration system to bring the water up to local or state health standards, whichever is more restrictive, as well as provide bottled water during the time the water is not to the proscribed standards.

4.5 The Town shall grant State Police access control (key, access code, pad lock, or similar), for the duration of the Term, the Renewal Term, if applicable, and any extension or holdover thereof to the nearest gate that allows access to the demised premises identified in Paragraph 4.1.

5. STATE POLICE RESPONSIBILITY

5.1 The State Police shall establish and operate a Satellite Station at the Premises, for the duration of this Agreement, or any Renewals or extensions thereof.

5.2 The State Police agree to establish and operate such Satellite Station as independent contractors and those operating therein shall not be, nor hold themselves out to be employees of the Town.

5.3 The State Police shall be responsible for its own separately billed monthly telephone and internet services as well as the installation and service of all telecommunications devices.

6. TOWN RIGHT OF ENTRY

The State Police shall permit and escort the Town at all usual proper times to enter the Premises for the purposes of inspection or sale with twenty-four (24) hour notice to the State Police, and if it does not interfere with State Police operations; and allow the Town to make repairs and improvements to all parts of the Premises and to comply with all governmental orders and requirements applicable to the Premises. Except as outlined in this paragraph, the Town shall not have the ability to access the Premises and shall surrender any and all keys, access codes and/or devices that would permit entry during the Term of this Agreement. The Town, in exercising its rights under this paragraph, shall not unreasonably interfere with the State Police's access, use and occupancy of the Premises.

7. UTILITIES

The Town shall be responsible for payment of any and all charges incurred for utilities such as electricity, fuel for heat and hot water, propane or natural gas to run a stand-by generator (if any), refuse removal and recycling, water, sewer, and other utility charges, unless otherwise provided for in this Lease. Garbage bins placed off-site at the Town Hall

located at 3600 Lorraine Drive, Wayne County, New York, shall be used by State Police in leu of on-site bins.

8. ALTERATIONS BY STATE POLICE

It is understood and agreed by and between the Parties hereto that during the Term, the Renewal Term, if applicable, and any extension or holdover thereof, the State Police reserves the right to make minor alterations or installations at its sole expense, such as, prisoner bench, painting, installation of telephone, data, and/or electrical outlets, erection or relocation of moveable partitions, etc. All other alterations shall require the Town's written prior approval which shall not be unreasonably withheld, conditioned or delayed. All alterations made by the State Police shall be in conformance with all building codes and all other applicable laws.

It is understood and agreed by and between the Parties hereto that during the Term, the Renewal Term, if applicable, and any extension or holdover thereof, the State Police reserves the right to install and maintain an ADT emergency call box with power and data at a publicly accessible location outside of the gated areas.

9. AMENDMENT

This Agreement may be amended in writing only upon mutual consent of both Parties. The Town shall be authorized to enter into such amendment only upon Resolution by the Town Board of Trustees.

10. APPENDIX A

Appendix A (June 2023) titled "Standard Clauses for New York State Contracts" (attached), is an integral part of this Agreement. In the event of a conflict between this Agreement and **Appendix A, Appendix A** shall take precedence.

11. INDEMNIFICATION

Subject to the availability of lawful appropriations and consistent with Section 8 of the State Court of Claims Act, the State Police shall hold the Town harmless from and indemnify it for any final judgment of a court of competent jurisdiction to the extent attributable to the negligence of the State Police or of its officers or employees when acting within the course and scope of their employment.

12. ATTACHMENT 1 - WORK LETTER

The "Work" to be performed in the Premises is set forth in Attachment 1 - Work Letter annexed to and made part of this Agreement. It is further understood and agreed upon by and between the Parties hereto that the Town shall complete the Work listed in Attachment 1 - Work Letter to the satisfaction of the Major-Administration or their designee. All renovations and repairs contained within Attachment 1 - Work Letter shall

be completed no later than **one hundred twenty (120)** days after the execution of this Agreement.

The Town shall first present cost estimates for such Work to the Tenant, which will be considered to be accepted upon approval by the Major- Administration or their designee. Upon satisfactory completion of the Work, the Tenant shall remit payment of the approved amounts to the Town as Additional Rent, in accordance with Article 11-A of the New York State Finance Law.

13. CANCELLATION OF PRIOR LEASE

The State Police is already in possession of a neighboring Premises, pursuant to OSC Lease No. L001206, dated February 13, 2018 and as amended and extended, between the State Police, as Tenant, and the Town, as Landlord. This Agreement, upon full execution and delivery, cancels and supersedes the said prior lease.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY BLANK.
SIGNATURE PAGE FOLLOWS.]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the last date set forth below.

NEW YORK STATE POLICE	The Town of Walworth
BY: _____	BY: _____
Lt. Colonel Vincent T. Lightcap Assistant Deputy Superintendent – Administration	Laura Elsbree Town Supervisor
Date: _____	Date: _____

ACKNOWLEDGMENT

STATE OF NEW YORK)

COUNTY OF _____) ss:

On this ____ day of _____ in the year 20_____, before me, the undersigned, personally appeared _____, personally known to me to or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

_____
Notary Public

SP Walworth Satellite TL02474
ATTACHMENT 1 - WORK LETTER

Pursuant to Paragraph 12 of this Agreement the Town shall complete the Work listed below, to the satisfaction of the Major–Administration or their designee. The specifications regarding minimum quality for materials used in any work performed on behalf of New York State will comply with OGS Material Specifications for Leased Facilities (MSLF), which may be accessed online at https://ogs.ny.gov/system/files/documents/2022/06/ogs-material-spec-for-leased-facilities-mslf-6-22-22.pdf.

Reference Exhibit A for the following demolition related items.

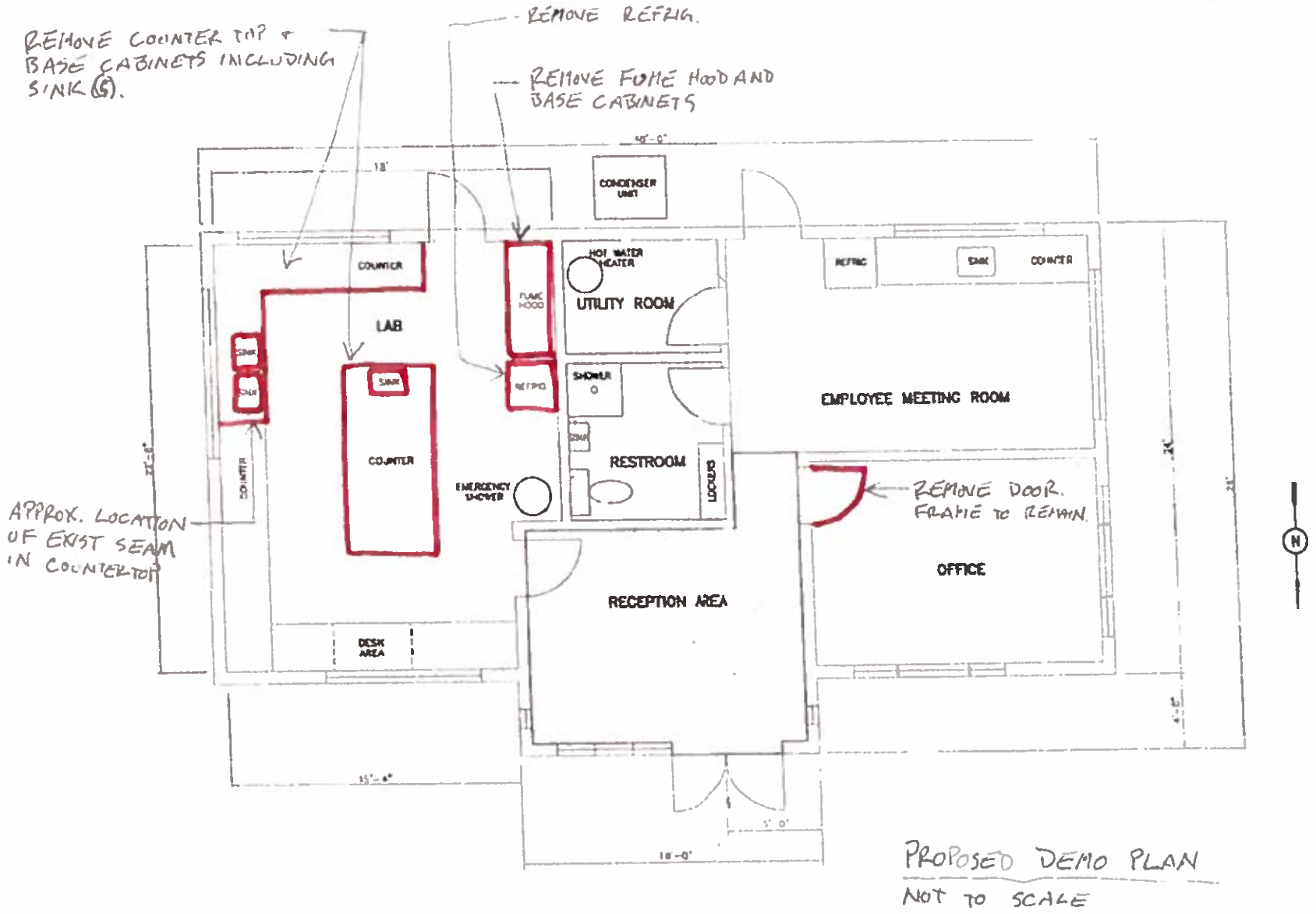
1. Remove center island counter and base cabinets to include the sink in "Lab"
2. Remove the refrigerator in "Lab"
3. Remove fume hood and base cabinets in "Lab"
4. Remove countertop, 2 sinks and all base cabinets on the southeast corner of "Lab"
5. Remove door only in "Office". Door frame to remain.

Reference Exhibit B for the following construction related items.

1. Install end panel on base cabinets on eastern wall in "Lab"
2. Install floor to ceiling wall at the emergency shower in "Lab"
3. Secure and render inoperable the exterior door on southern side in "Lab"
4. Install FRP (Fiber Reinforced Panel) on the side and rear of prisoner bench from the floor to 6-foot height
5. Construct 2 new walls in "Office" to include 2 new doors

*The Town shall ensure that all fixtures and other construction materials used to repair and remodel the facility shall be new products. No used or refurbished products or materials shall be permitted. Shingles, siding, and other pre-finished materials shall be of a single "lot" of uniform color. If exact item(s) described is (are) unavailable, replacement must be equivalent and approved by the Major–Administration or their designee prior to purchase.

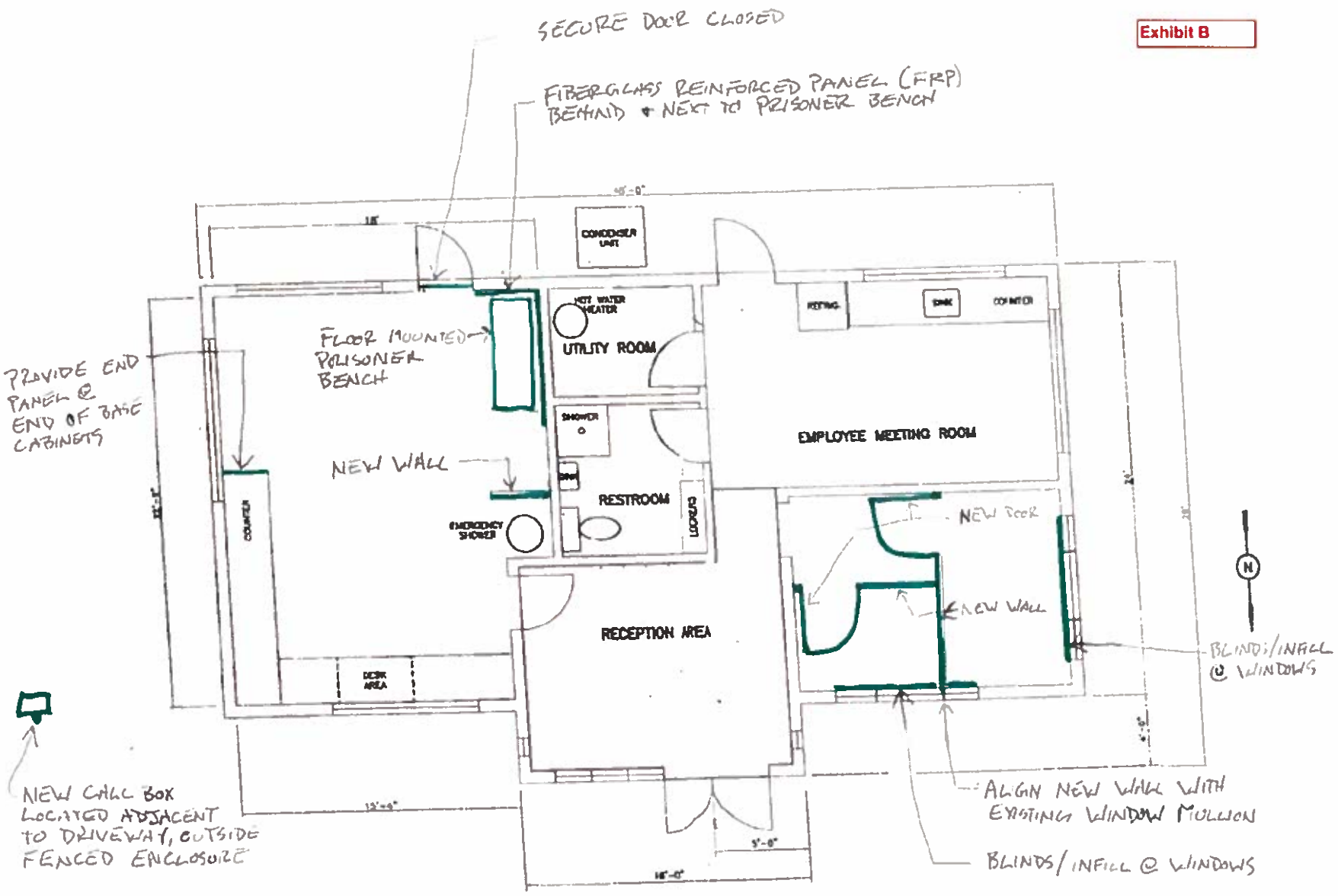
Exhibit A



PROPOSED DEMO PLAN

NOT TO SCALE

Exhibit B


SECURE DOOR CLOSED
FIBERGLASS REINFORCED PANEL (FRP) BEHIND & NEXT TO PRISONER BENCH
CONDENSER UNIT
HOT WATER HEATER
UTILITY ROOM
FLOOR MOUNTED PRISONER BENCH
PROVIDE END PANEL @ END OF BASE CABINETS
SHOWER
EMPLOYEE MEETING ROOM
NEW WALL
RESTROOM
EMERGENCY SHOWER
NEW DOOR
NEW WALL
RECEPTION AREA
BLINDS/INFILL @ WINDOWS
NEW CALL BOX LOCATED ADJACENT TO DRIVEWAY, OUTSIDE FENCED ENCLOSURE
ALIGN NEW WALL WITH EXISTING WINDOW MULLION
BLINDS/INFILL @ WINDOWS
PROPOSED NEW FLOOR PLAN
NOT TO SCALE