

**Eaton Town Council Regular Board Meeting Minutes,
Tuesday, August 13th, 2024 at 6:00 pm**

Town of Eaton Office Building, 35 Cedar Street, Morrisville, New York, there were present:

Joseph Wicks, Supervisor
Jeff Golley, Councilmember
Dave Verne, Councilmember
Stephen Dickerson, Councilmember
Jean Hilts, Councilmember
Dean Curtis, Town Clerk
Pam Locke, Deputy Town Clerk
Larry Phillips, Highway Superintendent
Amy Will, Bookkeeper

Also present: Carol Borg, Jim Kallmerten, Doug Ford, Bob Larsen, Kaaren Arrington, Jean Neidhardt, Jessie Murray, Caroline Wilson, Danny Galvez, Barbara Frawley

Call to order & Welcome: The Meeting opened at 6:00 pm with the Pledge of Allegiance.

PUBLIC COMMENT (5 min):

Bob Larsen – voiced his concern on the process of obtaining a variance from the Town of Eaton and then having to obtain a survey to place pins prior to construction he was upset about having to pay the extra money for the survey to place the pins.

Jean Neidhardt – Jean and neighbors brought a concern of a Low Frequency Noise that is ultimately effecting her and her neighbors. All reports and documentation can be seen under Agenda Packets on our Town of Eaton Website dated August 13th 2024

Carol Borg – brought information to the Town Board regarding Enhanced Treatment Units and our new law including the amendments and how the Town would regulated such systems especially in the RD2 districts. Codes Enforcement Officer had contacted Wayne Matteson regarding any camps on Hatch Lake and Bradley Bradley Brook with new installs of septic tanks, a list of all septic permits was pulled within the last 10 years and file created to start these inspections.

REGULAR MONTHLY MEETING:

CODES OFFICER REPORT:

Town of Eaton Code Complaints, Order to Remedy for Each Month now on File with Town Clerk and will be available upon request.

Places of Assembly list is being updated routinely from list provided by Assessors Office, Our current files and from list provided by Planning and Zoning Secretary. Once this list is completed All places of Assembly, Business's and Multi Family Dwellings will be consolidated and updates to Fire/Building Safety Inspections monitored and reported.

**Town of Eaton
Codes Officer Report
07/01/2024 - 07/31/2024**

Type	Date	Comment	Name	Fee
Variance	7/24/2024	2403 Tollerup Rd Deck Ext	Saluja, Harinder & Marion	175.00
Variance	7/24/2024	4764 Westcott – Dock	Burt, Elaine	175.00
Variance	7/29/2024	3443 McQueen Rd – Deck	Mintel, Walter & Steph	175.00
Boundary Line Change	7/15/2024	5171 Stone Bridge Rd	Orth, Steve	50.00
Special Permit	7/16/2024	#01-24 2390 Smith Rd	Migonis, Andy	175.00
Special Permit	7/24/2024	#02-24 Nixon Peabody/Verizon	Verizon Cell Tower	175.00
Building Permit	7/2/2024	#31-24 14x30 Shed	Jillson, Phillip	173.00
Building Permit	7/10/2024	#32-24 12x12 Shed	Sherwood, Bruce	146.00
Building Permit	7/11/2024	#34-24 14x66 mobile home	Perry, Ray	631.00
Building Permit	7/12/2024	#24-24 24x30 Garage	Blair, Joseph	338.00
Building Permit	7/18/2024	#35-24 24x30.6 Gar & Deck	Kelly, Mike & Sheila	1,222.45
Building Permit	7/22/2024	#36-24 12x24 Shed w Elect	Ostrander, Robin	153.20
Building Permit	7/29/2024	#33-24 10x16 Shed w Elect	Nettleton, Joshua	164.00
Building Permit	7/29/2024	#38-24 20x20 Carport 15x20	Larsen, Robert	245.00
Building Permit	7/29/2024	#37-24 12x20 Deck	Diana, Gary	153.20
Building Permit	7/31/2024	#39-24 14x70 Pad Septic	Benedict, Clyde	315.00
Building Permit Ren	7/25/2024	#57-17 4249 Tuscarora Rd	Moore, Brett	50.00
		Total		\$4,515.85

TOWN CLERKS REPORT:

TOWN CLERK'S MONTHLY REPORT

TOWN OF EATON, NEW YORK

JULY, 2024

TO THE SUPERVISOR:

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:

TOWN CLERK'S MONTHLY REPORT

JULY, 2024

TOWN CLERKS REPORT:

A1255

9 DECALS 19.88

26 LANDFILL TICKETS 19.50

3 MARRIAGE CERTIFIED CPY 30.00

TOTAL TOWN CLERK FEES 69.38

A1603

41 DEATH CERTIFIED COPIES 410.00

TOTAL A1 603 410.00

A2544

75 DOG LICENSES 644.50

TOTAL A2544 644.50

B2110

3 VARIANCE 525.00

TOTAL B2110 525.00

B2115			
	2	SPECIAL PERMIT	350.00
			<hr/>
	1	BOUNDRY LINE CHANGE	50.00
			<hr/>
		TOTAL B2115	400.00

B2555			
	-	BUILDING PERMIT	<hr/>
50.00	1	BUILDING PERMIT RENEWAL	50.00
			<hr/>
		TOTAL B2555	3,590.85

DISBURSEMENTS

PAID TO SUPERVISOR FOR GENERAL FUND	1,123.88
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PAID TO SUPERVISOR FOR PART TOWN FUND	4,515.85
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PAID TO NYS DEC FOR DECALS	340.12
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PAID TO NYS ANIMAL POPULATION CONTROL PROGRAM	99.00
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PAID TO DEPT OF SOLID WASTE & SANITATION FOR LANDFILL	500.50
TOTAL DISBURSEMENTS	6,579.35

RESOLUTION 2024- 76 : Approval of Minutes – 07/09/2024

On a motion of Councilmember Verne, seconded by Councilmember Dickerson, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the minutes for July 9th, 2024 be approved

HIGHWAY REPORT:

Highway Superintendent received permit from DEC to start work on Howlett Road Culvert just south of resident Roger Howlett.

Highway Department has been working on all the tree removal and debris from the current storms while also maintaining and mowing grass along the edges.

SUPERVISOR REPORT:

- Architect will be out in September to draw up very basic blueprints for a small rear of building addition. This will help us get quotes and pricing in order to find funding and apply for grants in the future.
- Judge Highers discovered a grant for the court that could be up to \$60k. It is due in October.
- The County has passed a property tax exemption that we may consider for the Town too but I need to look into it further.
- Myself and deputy supervisor Jeff Golley attended an emergency training for officials and we would like to pursue a planning effort in order to have an immediate response in case anything were to ever happen to the Town.
- Board of Supervisors Chairman, Jim Cunningham has asked each town supervisor to do a presentation on their respective town. I am scheduled to do my presentation in October and would like to hire a videographer to put together a promo for Eaton in order to promote the Town and for the presentation.
- In regards to economic development and future grants. I would like to hire Cochran Associates in order to do a very simple assessment of Town of Eaton Strengths and Opportunities and identify how they mesh with our Town Comprehensive Plan and ESD goals. This would include a path forward and framework for a DRI and NY Forward grant.

RESOLUTION 2024- 77 : Approval of August 13th, 2024 Supervisor Report

On a motion of Councilmember Dickerson, seconded by Councilmember Golley, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the Supervisor Report Submitted on August 13th, 2024 is accepted and approved

OLD BUSINESS:**NEW BUSINESS:**

- **State Police Barracks Subdivision**

RESOLUTION 2024- 78 : State Police Barracks Subdivision:

On a motion of Councilmember Golley, seconded by Councilmember Verne, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that Authorization given to the Town Supervisor to submit a subdivision application to the Village of Morrisville for property located at 85 Cedar Street, Morrisville, with further authorization for payment of the required application fee of \$40.00

- **Stacey Scheffler in the Highway Department**

RESOLUTION 2024- 79 : hire Stacey Scheffler in the Highway Department:

On a motion of Councilmember Hilts, seconded by Councilmember Verne, the following resolution was:

ADOPTED: Ayes: 5, Nays: 0

Resolved that Town Board Authorize the Hire of Stacey Scheffler to the Position of Heavy Equipment Operator for The Town of Eaton Highway Department.

**RESOLUTION NO. 2024-79
OF THE TOWN OF EATON COUNCIL**

**A RESOLUTION TO HIRE STACEY SCHEFFLER
TO THE POSITION OF HEAVY EQUIPMENT OPERATOR**

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Town Council does hereby ratify and approve the hiring of Stacy Scheffler to the full-time position of Heavy Equipment Operator for the Town of Eaton effective July 22, 2024.

AND IT IS HEREBY FURTHER RESOLVED, that the terms of hiring Stacy Scheffler as Heavy Equipment Operator shall be as follows:

1. This is an hourly position. Compensation to Mr. Scheffler shall be at a rate of \$25.15 per hour, paid in bi-weekly installments.
2. Mr. Scheffler shall be credited with 40 hours of personal time effective his date of hire.
3. All other usual benefits of full-time Town employment shall be available to Mr. Scheffler as outlined in the Town of Eaton Employee Handbook.

Dated: August 13, 2024

• Expenditure of Youth Commission Funds

RESOLUTION 2024- 80 : Expenditure of Youth Commission Funds:

On a motion of Councilmember Golley, seconded by Councilmember Dickerson, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the Town Board of the Town of Eaton does hereby approve use by the Village of Morrisville of the funds that had been previously designated by the Town Board for use by the Joint Youth Commission to use for the youth 2024 summer recreation program benefitting the youth of the Village of Morrisville, Town of Eaton and Town of Smithfield.

**RESOLUTION NO. 2024-80
OF THE TOWN OF EATON COUNCIL**

TOWN OF EATON

RESOLUTION TO APPROVE EXPENDITURE OF YOUTH COMMISSION FUNDS

WHEREAS, in 2017, the Village of Morrisville, the Town of Smithfield, and the Town Eaton entered into a Joint Youth Commission Agreement pursuant to Article 5-G, Section 95 of the General Municipal Law, to

establish, maintain and operate programs devoted in whole or part to the welfare and protection of youth in the community; and

WHEREAS, in furtherance of such Agreement, the Town of Eaton duly appropriated funds to contribute to the cost of providing programs and hiring a director and such other persons as necessary to operate the Commission; and

WHEREAS, in October 2019, the Town of Eaton Town Board approved funding in the amount of \$3,000.00 for the Morrisville-Eaton Smithfield Youth Commission; and

WHEREAS, it has come to the attention of the Town of Eaton that since 2017 the Joint Youth Commission has not operated, and the funds contributed for such Commission were never expended; and

WHEREAS, during the summer of 2024, recreation programs were made available through the Village of Morrisville in conjunction with the Morrisville-Eaton School District to the youth of the Village of Morrisville, Town of Smithfield and Town of Eaton; and

WHEREAS, the Town Board of the Town of Eaton does hereby desire to allocate the funds previously designated for use by the Joint Youth Commission for use by the Village of Morrisville in furtherance of the aforementioned youth 2024 summer recreation program.

NOW, THEREFORE, be it

RESOLVED, that the Town Board of the Town of Eaton does hereby approve use by the Village of Morrisville of the funds that had been previously designated by the Town Board for use by the Joint Youth Commission to use for the youth 2024 summer recreation program benefitting the youth of the Village of Morrisville, Town of Eaton and Town of Smithfield.

- **ARPA Transfers**

RESOLUTION 2024- 81 : July 2024 ARPA Funds Transfers:

On a motion of Councilmember Hilts, seconded by Councilmember Golley, the following resolution was:

ADOPTED: Ayes: 5, Nays: 0

Resolved that the Board grant authority to Supervisor Wicks to move monies from 2024 Budget Resolution to Appropriate ARPA funds

Budget Transfers for August 2024

To allocate American Rescue Plan Act funds

Account	Subsidiary Account	Debit	Credit
A522 Expenditures		\$120.25	
A7110.4 Parks Contractual	\$120.25		
A200 Cash			\$120.25
Account	Subsidiary Account	Debit	Credit
A688 Other Liabilities		\$120.25	
A980 Revenues			\$120.25
A4089 Federal Aid, Other	\$120.25		

- New Construction for Addition to Town of Eaton Town Offices

RESOLUTION 2024- 82 : Fee Proposal for New construction plans – Addition Town of Eaton Town Offices

On a motion of Councilmember Golley, seconded by Councilmember Dickerson, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the Board approve the proposal from Bruce Ward, Architect A.I.A. for new construction plans to Town of Eaton Office Building

Bruce Ward, Architect A.I.A.

7122 Spring Hill Rd.
Hamilton, NY 13346
Ph. (315) 824-1094

Cell: (315) 569-9942 bruceward@earthlink.net
www.BruceWardArchitect.com

July 29, 2024

Joseph Wicks, Supervisor
Town of Eaton
Morrisville, NY 13815

Re: Fee proposal for new construction plans
Addition to Town Offices

Dear Mr. Wicks:



I am pleased to offer my proposal for construction plans for your proposed addition to the town offices.

Services included: stamped construction plans suitable for issuance of building permit, including a floor plan, elevation drawings, section details showing construction methods and insulation, plus a basic electrical layout.

Not Included: Site utilities such as underground water, sewer and electrical work; Heating and/or air conditioning system design shall be provided by contractor in consultation with you the owner.

Fee proposal: I shall charge \$75 per hour in service to the project, not to exceed \$2,000.

I look forward to working with you on this project.

Very truly yours, Bruce Ward, Architect AIA

Audit and approval of Bills

- **PAY THE BILLS:**

RESOLUTION 2024- 83 : Audit of Claims for Abstract 8 for 2024 dates.

On a motion of Councilmember Golley, seconded by Councilmember Dickerson, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the bills contained on Abstract #8 have been reviewed by the Town Board and are authorized for payment in the following amounts:

Abstract 8 – 2024

General A Fund	No.	111	through	131	\$37,103.86
General B Fund Part Town	No.	26	Through	32	\$1,622.48
Street Lighting SL	No.	8	through	8	\$627.89
Highway Fund Townwide DA	No.	53	through	61	\$6,988.05
Highway Fund Part Town DB	No.	20	Through	25	\$23,832.57
			Total		\$ 70,174.85

EXECUTIVE SESSION

RESOLUTION 2024- 84 : Executive Session

On a motion of Councilmember Verne, seconded by Councilmember Dickerson, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that this Board move into an Executive Session for 1. F.: employment the purpose of discussing a particular employee at 7:16 p.m.

STOP RECORDING

RESOLUTION 2024- 85 : Return to Regular Session

On a motion of Councilmember Hilts, seconded by Councilmember Golley, the following resolution was: ADOPTED: Ayes: 5, Nays: 0

Resolved that the Board return to regular session at 7:38 p.m.

No Action was taken during the Executive Session

ADJOURNMENT:

With no further business to bring before the Board, on a motion of Councilmember Dickerson, seconded by Councilmember Golley, the meeting was adjourned at 7:42 p.m. Carried unanimously.

Respectfully Submitted, Dean Curtis, Town Clerk/Tax Collector