

## WORK SESSION MINUTES

April 3, 2024

The Town Board of the Town of Royalton held a Work Session on Wednesday April 3, 2024, at the Royalton Town Hall, 5316 Royalton Center Road, Middleport, NY. Supervisor Jeffrey Brown opened the Work Session at 5:34 PM with the Pledge to the Flag.

The following were present:

Supervisor	Jeffrey Brown
Town Clerk	Marie L. Little, MMC/RMC
Town Board Members	Lee Criswell, Bradley Rehwaldt, Carol Wittcop
	ABSENT: Joshua Walker
Highway Superintendent	Shawn Zglinicki
Water/Sewer Superintendent	Brian Cummings
Town Attorney	Thomas H. Brandt
Town Engineer	Paul McGarvey – GHD
Also present were:	See attached sheets

Mr. Dean Stanfield from Solar Liberty gave a presentation to the Town Board members and those in attendance at this meeting regarding solar installation options for the Town's consumption only. The two (2) options available to the town are roof mount and ground mount. A site plan and equipment layout were presented for the board members to review. If the town board chooses to go ahead with installing solar on our property this would replace the windmills that are currently installed. There were many questions from the board members and audience that were asked and answered by Mr. Stanfield. The presentation concluded at 6:30 PM.

Highway Superintendent Zglinicki updated the board members on his department's activities. They are working on various projects currently.

Dog Control Officer Wymyczak advised the board members that Diamonds in the Ruff is 100% behind sheltering our dogs starting in 2025. DCO Wymyczak stated that we will need the new attorney to draft a contract between the town and Diamonds in the Ruff.

Water/Sewer Superintendent Cummings inquired if we have hired a grant writer for the water project? This grant needs to be done and submitted by June 14, 2024. Supervisor Brown stated that he is hoping to have something before the May meeting.

Water/Sewer Superintendent Cummings informed the board member that he will be on vacation from April 5-20 and will be out of the country and off the grid as he is traveling to South Africa. Deputy Superintendent Peters will be covering for him during this time.

Engineer McGarvey reviewed the Engineer's report that was emailed to the board members. The Disinfection Project was discussed and is 90% complete. The Phase 16 Waterline Project has been given a stay order by the NYS Ag & Markets for a 60-day window and it cannot proceed until that period has elapsed. The deadline is April 16, 2024. If there are no objections during that period, the project can move forward. The joint application for the permit was submitted to USACE and NYSDEC in December of 2022. The permit from USACE was received on March 1, 2024. GHD is still waiting on the NYSDEC permit as there is a concern regarding mussels in Mud Creek and the potential effect on them. This project will be using trenchless technology that should not have any impact on the mussels.

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Engineer McGarvey stated that they will need assistance from the Town Attorney regarding the issue with National Grid stating that they own the portion of roadway that goes underneath their power lines. We may need to obtain a Use and Occupancy Permit for this situation.

The Gasport Water System project was not awarded funding from the state. Town Clerk Little passed out a proposal submitted by GHD for the design phase of this project. Discussion ensued regarding this issue. The design phase would take approximately ten (10) months and would be ready in early 2025 if the board chooses to move forward. To be eligible to receive any grant funding this needs to be a “shovel ready” project. This proposal will be put forth on the agenda for a vote of the board.

The Peet Street Waterline Project was discussed. The design is 90% complete and GHD has submitted the SEQRA paperwork to make a Negative Declaration. This will be put on the agenda for a vote of the board.

Highway Superintendent Zglinicki asked if the Gasport project would include a storm line portion. Discussion ensued regarding where the storm lines need to be replaced. The storm water portion could be a separate addition to this project.

Tax Collector Lisa Menno advised the board members that the taxes are done, and they will get their check soon.

Councilwoman Wittcop had nothing to discuss at this time.

Town Clerk Little advised the board members that Andrew O'Dell has brought in pictures of the Eagle Scout Project that he has completed for the town. Town Clerk Little signed off on all his documentation so that he can submit his final report. His project was completing the scraping and painting of the picnic tables at Vets Park and scraping and painting the floor and painting the walls inside the pavilion.

Town Clerk Little advised the board members that The Town of Royalton is the ONLY municipality in Niagara County that is not closing early for the Solar Eclipse on Monday, April 8<sup>th</sup>! Town Clerk Little stated that she is planning to close her office at Noon so that she and her deputies can watch the Solar Eclipse with their family members. (Supervisor Brown is having his family over for a picnic and will not be attending the Board Meeting that night!) The county is expecting up to one million people to be here over the weekend and for the actual eclipse. County EMS, police and fire services are preparing for the crowds and potential issues.

Town Clerk Little advised the board members that she forwarded an email to them on March 18<sup>th</sup> regarding a request to inquire about the town's interest in leasing any closed landfill sites including Brownfields in our municipality under US EPA's Re-Powering program. Mr. Jeremy Geartz, Project Manager with Niagara County, referred Sandy Wilson from Solar Smart, LLC, to us to present their information. Discussion ensued regarding this issue.

Town Clerk Little advised the board members that we have received an inquiry regarding a “Green Burial” in the Orangeport Cemetery. They would like to know if the town will allow it. This requires the body to be put in a shroud, with no concrete vault, and no casket, and buried. Deputy Clerk Peters spoke to Mr. Andy Rosenberg @ Prudden & Kandt and was advised that they may be going that way soon but will be using a plain wooden box. Town Clerk Little spoke with Mr. Rosenberg, and he

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advised her that many cemeteries are designating a “Green Burial” section in their cemeteries where the bodies are just placed in a hole and covered up, there are no headstones or markers allowed. This issue will be investigated, and the board will decide if it is something they want to allow in our town.

Town Clerk Little advised the board members that the Barker/Roy-Hart Youth Football League would like permission to utilize Vets Park for practices again this year starting July 22<sup>nd</sup> and running through August 29<sup>th</sup> from 6:00 PM – 8:00 PM. They will provide the town with a certificate of liability insurance naming the town as an additional insured. Discussion ensued regarding some of the issues that were reported in the past. A resolution will be put forth on the agenda for a vote to allow them to utilize Vets Park for their practices. There will be an agreement drafted advising them that they are to police the grounds during and after their practices, clean up everything, throw any garbage in the dumpster and lock the gate when they are finished.

Town Clerk Little advised the board members that we have received a request from the Wolcottville Volunteer Fire Company asking us to consider passing a resolution which will allow them to bill residents’ insurance companies for their ambulance services. They will not bill any residents directly or collect any co-pays and will only accept what the insurance company authorizes as payment. A resolution will be put forth for consideration.

Town Clerk Little reminded the board members and those in attendance at this meeting that our Garbage and Recycle collection scheduled for Monday, April 8<sup>th</sup>, will be delayed by one day due to the Solar Eclipse and the anticipated traffic throughout the County. Collection for the Town of Royalton will take place on Tuesday, April 9<sup>th</sup>.

Town Clerk Little advised the board members that Connie Heiser, Deputy Town Clerk, has been awarded a \$100.00 scholarship to help offset the expenses for her to attend the upcoming NYSTCA Conference in Albany. We have also applied to NYSTCA for an additional scholarship for her to attend this event.

Supervisor Brown discussed the information regarding NYCLASS (New York Cooperative Liquid Assets Securities System) and requested a formal resolution from the board to authorize him to invest some of the town funds in this program. The rate of return is higher than we can get at a bank and the funds stay liquid if we need them for any reason instead of being locked into a specific time period. A resolution will be put forth on the agenda regarding this issue.

Councilman Rehwaldt asked if the board was going to increase our cemetery rates as our mowing contract has increased for the next three (3) years. Discussion ensued.

Councilman Criswell advised the board members that the sales representative for our windmills does not want to release the paperwork. He has stated that the towers belong to him.

Councilman Criswell advised the board members that he needs to obtain the cost for an additional two (2) streetlights – one on the corner of Ernest Road and Royalton Center Road and the other on the Corner of Route 93 and Block Church Road.

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Attorney Brandt advised the board members that they need to pass a Negative Declaration for the Solar Moratorium. Town Clerk Little will need to obtain a copy of this information from Mike Hartman, Town Assessor.

Attorney Brandt thanked the town board for all the years and memories that he has spent as the attorney for the Town of Royalton. This evening is his last Work Session as he will be retiring at the end of April. Town Clerk Little had cards and a special cake for his retirement. Everyone wished Mr. Brandt well as he is moving to Utah in his retirement.

Ms. Roxanne Brawdy, Deputy Tax Collector, asked the board members about the streetlight on Dale Road and when it will be repaired. Ms. Brawdy stated that it has been out for ten (10) years. Councilman Criswell stated that he has a list he has been trying to get through to National Grid and has been having a difficult time connecting with them.

Ms. Brawdy asked the board members about her ditch on her property because the water is backing up and algae is starting to grow in it. Highway Superintendent Zglinicki advised her that when they get her field ditch cleaned out this will go away.

### EXECUTIVE SESSION

A motion was made by Supervisor Brown, seconded by Councilman Rehwaldt, and carried unanimously that the board convene an Executive Session at 7:10 PM for the purpose of discussing the “Medical, financial, credit or employment history of a particular person or corporation, or relating to appointment, promotion, demotion, discipline or removal.”

Present: Supervisor Brown, Councilman Criswell, Councilman Rehwaldt, Councilwoman Wittcop, Attorney Brandt, Town Clerk Little

Discussion ensued regarding an “emergency personnel situation” regarding medical insurance. A resolution will be put on the agenda to address this issue.

A motion was made by Councilman Criswell, seconded by Councilwoman Wittcop, and carried unanimously to adjourn the Executive Session at 7:25 PM.

A motion was made by Councilwoman Wittcop, seconded by Councilman Rehwaldt, and carried unanimously to reconvene the Work Session at 7:26 PM.

There being no further information to come before the Town Board, a motion was made by Councilman Rehwaldt, seconded by Councilwoman Wittcop, and carried unanimously to adjourn the Work Session at 7:36 PM.

*Marie L. Little, MMC/RMC*

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Royalton Town Clerk