

**TOWN OF WINFIELD  
JANUARY 15, 2020  
ORGANIZATIONAL  
AND REGULAR MONTHLY MEETING**

The meeting of the Town of Winfield Board was called to order at 7 p.m. by Supervisor Charles Osborn.

**BOARD MEMBERS PRESENT:**

|                     |     |              |
|---------------------|-----|--------------|
| Charles Osborn      | --- | Supervisor   |
| Jay Kulczak         | --- | Councilman   |
| Michael Peo         | --- | Councilman   |
| Susan Korosec       | --- | Councilwoman |
| William Kwasniewski | --- | Councilman   |

**ALSO PRESENT:**

|                    |     |  |
|--------------------|-----|--|
| Bob Royce          | --- | Park Commissioner                                |
| Deborah Jones      | --- | Deputy Clerk                                     |
| Douglas Paul Jones | --- | Superintendent of Highways                       |
| Keith Watkins      | --- | Chairman of the Zoning Board of Appeals          |
| Ray Donley         | --- | Codes & Zoning Officer, Herkimer Co. Legislature |

**OTHERS PRESENT:**

Pete McClave --- Steve Davis --- Jennifer Brown --- Bob Bard --- Mary Doremus --- Howard Wakefield --- Georgie Bleigh.

**PUBLIC COMMENT:**

- Mr. Davis inquired on the status of his property whether Zoned Commercial or Residential. Per Meeting Minutes of July 18th, 2012 the property in question is Zoned Residential.
- Mr. Donley will step down from the Board of Assessment Review as it may be a conflict of interest with his newly elected Legislature position. Mr. Donley stated Terri Atwell is interested in the position.
  - Board Members discussed and approved Terri Atwell
  - Mrs. Atwell will be appointed and sent to training.

**RESOLUTION 2020-01:**

On a motion presented by Councilman Kwasniewski and seconded by Councilman Kulczak the following was

ADOPTED:   Ayes   5           Korosec, Kwasniewski, Kulczak, Osborn, Peo  
              Nays   0

RESOLVED THE FOLLOWING:

1. Designate the West Winfield Star as the official Town newspaper.
2. Designate the West Winfield Post Office as the official bulletin board.
3. Designate the Bank of Cooperstown, Cooperstown as the official depository for the Supervisor’s and Justice Accounts, NBT for the Clerk’s and Tax Collection Accounts.
4. Establish the Wednesday on or before the 15<sup>th</sup> of each month, at 7:00 p.m. at the Stephen Rooney Municipal Building, 306 Stone Road, West Winfield, New York as the meeting time and place of the Town Board.
5. Authorize the Supervisor to sign checks and make payments.
6. Set the mileage rate for Town travel for reimbursement at .515 per mile.
7. Establish the powers and duties of the Supervisor.
8. Authorize the Highway Superintendent not to exceed \$2000 for a single purchase of equipment, tools, repairs or implements without the prior approval of the Town Board.
9. Authorize the Supervisor to pay utility bills (including NYSE&G, Windstream, Spectrum, Verizon and Health Insurance) without prior Board approval.
10. Adopt all necessary appointments.
11. Adopt a resolution fixing salaries of all elected and appointed town officials and set the hourly rate of all others.

Zoning Board of Appeals  
Planning Board

Keith Watkins, Cathy Smith, Carl Wheat  
Darren Jones, Jay Kulczak(Chairman),  
Bill Zaleski, Charles Casler, Scott Evans

Attorney  
Park Commissioner  
Zoning Officer  
Codes Officer  
Registrar of Vital Statistics  
Deputy of Vital Statistics  
Assessment Review Board

Patrick Quinn  
Robert Royce  
Ray Donley  
Ray Donley  
Tracy Donley  
Debrah Jones  
John Pearsal (9/21)  
John Pustay (9/20)  
Daniel Huntley (9/22)  
Connie Pope (9/23)  
Terri Atwell

Court Clerk  
Dog Control Officer  
Budget Officer  
Town Historian

Gail Royce  
Theresa Cerminaro  
Charles Osborn  
Steve Davis

### Salaries and Hourly Pay

|                                  |                    |
|----------------------------------|--------------------|
| Highway Superintendent           | \$51,030.00        |
| Supervisor                       | \$10,493.00        |
| Board Members (4)                | \$ 2,191.00 (each) |
| Town Justice                     | \$10,047.00        |
| Town Clerk                       | \$16,856.00        |
| Town Attorney                    | \$ 2,915.00        |
| Park Commissioner                | \$ 1,446.00        |
| Zoning Officer                   | \$ 2,542.00        |
| Chairman/Planning Board          | \$ 800.00          |
| Budget Officer                   | \$ 1,243.00        |
| Assessment Review Board (5)      | \$ 200.00 (each)   |
| Dog Control Officer              | \$ 2,184.00        |
| Court Clerk                      | \$ 3,704.00        |
| Codes Officer                    | \$ 4,123.00        |
| Zoning Board of Appeals Chairman | \$ 800.00          |

#### HOURLY EMPLOYEES:

|                          |            |
|--------------------------|------------|
| Christopher Land         | \$20.24/hr |
| Dale Brown               | \$20.24/hr |
| Heavy Equipment Operator | \$15.45/hr |
| Park Maintenance         | \$11.80/hr |

General Fund claims #1 - #20 and Highway Fund claims #1 - #12 were listed on Abstract of Voucher sheets.

- A motion was made by Councilwoman Korosec and seconded by Councilman Peo to accept these Abstracts as presented.
- The motion was carried unanimously.

The Supervisor's and Town Clerk's reports for December 2019 were audited by members present.

- A motion was made by Councilman Kwasniewski and seconded by Councilman Peo to accept these reports as audited.
- The motion was carried unanimously.

The minutes from the regular Board meeting held December 11, 2019 were read by each member.

- A motion was made by Councilman Kwasniewski and seconded by Councilman Peo to accept these minutes as corrected.
- The motion was carried unanimously.
  - Additions or Corrections: Change SEQRA to SEQR

## SUPERINTENDENT OF HIGHWAY REPORT:

1. Mr. Jones reported the new truck box came in today. Box is in the pole barn for use on a future truck.

## PARK REPORT:

1. Mr. Royce reported the flag near the basketball court needs to be replaced.
2. Asked the Board to consider replacing the gate at the back entrance as it is open at all times.
3. Stated there was an inquiry on handicap accessible restrooms in the park. Small building by the large pavilion was once restrooms. The possibility remains open to convert the building to handicap accessible restrooms in future.
4. Upper Unadilla Valley Association (UUVA) has dedicated funds to plant more trees in the park. Plans to plant trees this spring.

## ZONING BOARD OF APPEALS REPORT:

1. Wayne Jennison's variance application has been submitted to Oneida-Herkimer County Planning Commission.
2. Mr. Watkins has sent a letter to Wayne Jennison asking a few questions on his plans to build a 40 x 60, 3 stall pole barn with an office.
3. Per Oneida-Herkimer County feedback is how Jennison will proceed.

## PLANNING BOARD REPORT:

1. Mr. Watkins suggests sending the Zoning Book to Oneida Herkimer County Planning Board for review.
  - Board Members agree.

## OLD BUSINESS:

1. Supervisor Osborn inquired about the Zoning Law Book definition of Manufactured home vs Modular Home.
  - Councilman Jay Kulczak explained to Supervisor Osborn's satisfaction.
2. Councilwoman Korosec inquired about:
  - Review of final draft of Zoning Book before sending it to the Oneida Herkimer County Planning Board.
  - Remove Comprehensive Plan from Zoning Book.
  - Zoning Book must have a definitions section clearly defining terms such as: junk yard, manufactured home & mobile park etc.
    - Mr. Donley stated there is no single wide homes allowed in Winfield unless in a mobile home park.
  - Signage regulations – specifically the new electronic sign in front of Mt. Markham High School & Middle School.
    - Mr. Donley states the maximum size is 32 square feet.
  - Single family dwelling with a swimming pool is under Section 305F Agricultural & Commercial Districts. Consider placing it under section 304F.
  - Special use permits Town Law 279 & 274-6 NYS Town Law or Town of Winfield Law.

- Revoking a Special Use Permit should be sent by Certified Mail to ensure a confirmation date as to when property owner received notice. At that point starting the allotted 15 days.
  - Map is outdated
3. Councilman Peo inquired if there is a specific distance for specific signs such as Posted Signs?
    - DEC regulates
    - Section 305F & 304F Density Height Area and Yardage 100 feet minimum from the center of the road.
    - Continue research on the replacement or improvements of the playground equipment in the Park.
  4. Councilman Kulczak will update the Zoning PDF and resubmit it to the Board Members for review. Once the PDF is reviewed and agreed upon, Councilman Kulczak will take the PDF to the Oneida Herkimer County Planning Board.

#### NEW BUSINESS:

1. Councilwoman Korosec addressed moving the CD's from The Bank of Cooperstown to The Bank of Utica.
  - Motion made by Councilwoman Korosec to cash in the CD's worth \$170,000 from The Bank of Cooperstown earning .83 percent interest and move the money to CD's with The Bank of Utica earning up to 2.6 percent interest. Split the \$100,000 in the General Fund into two \$50,000 CDs one for 4 years at 2.4% interest and one for 5 years at 2.6% interest. Split the \$70,000 in the Highway Fund into two CD's one for \$35,000 for 4 years at 2.4% interest and one for \$35,000 for 5 years at 2.6% interest.
  - Motion seconded by Councilman Kulczak.
  - Motion passed unanimously.

#### HERKIMER COUNTY LEGISLATURE REPORT:

1. Legislator Donley belongs to three Committees:
  - Natural Resources
  - Communications
  - County Properties
2. Sales Tax is up over One Million Dollars for 2019 compared to previous years.
3. Herkimer County purchased 188 acres in Schuyler for development.
4. Duofold site has interested investors. County has approved a pilot program for this site.
5. Bail Reform – Legislators are sending letters to Governor Cuomo to Appeal.
6. Legislators also sent letters and emails to Governor Cuomo and Senator Steward to Appeal the FEMA decision to not support individual property owners with flood damage.

There being no further business to come before the Board, Councilman Kwasniewski moved to adjourn, seconded by Councilman Peo.

The meeting was adjourned at 8:16 p.m.

Respectfully submitted,

Tracy Donley  
Town of Winfield, Clerk