

**TOWN OF HECTOR  
REGULAR AUDIT MEETING  
February 13, 2024**

**Members Present:**

Justin Boyette, Supervisor  
Jessica Rodgers, Councilperson  
Elizabeth Martin, Councilperson  
Rebecca Wright, Councilperson  
Michael Bergen, Councilperson

**Absent:** Anthony Mansfield, Councilperson

**Others:** Paul Bursic                      Peggy Haine  
             Mia Sommers                Jenna Stroud  
             Joseph Campbell        25 via Facebook Live

**Others:**

Jane M. V. Ike, Clerk  
Scott Green, Highway Superintendent  
Gary Judson, Sustainability  
Audrey Mayette, Mecklenburg Park  
Joshua Mikkelsen, Water Superintendent  
Scott Green, Highway Superintendent  
Richard Bump, Deputy Highway Supt.  
Mark Smith                      Barb Kelley  
Ralph Ward                      Tim Dunlap  
John Stroud                      Yvonne Taylor

Called to order at 7:00pm by Supervisor Boyette, followed by Pledge of Allegiance.

**RESOLUTION #34** – offered by Rodgers, seconded by Bergen

Resolved to approve the Minutes of January 4, January 9 & 16, 2024 as written. Ayes 6, Nays 0

**RESOLUTION #35** – offered by Bergen, seconded by Martin

Resolved to approve and authorize the Supervisor to make the following Budget

Amendments/Journal Entries: Transfer \$9,752.40 from A1990.4 Contingency to A1910.4

Unallocated Insurance. Ayes 5, Nays 0

**RESOLUTION #36** – offered by Martin, seconded by Bergen

Resolved to have audited and further resolved to authorize the Supervisor to pay the bills from the following Funds: General Vouchers #24 thru #50 \$111,785.84; Highway Vouchers #13 thru #35 - \$69,170.46; Water District #12 thru #24 - \$23,332.81; Ambulance Voucher #2 - \$624.00; and Trust & Agency Vouchers #12 thru #24 - \$28,792.95                      Ayes 5, Nays 0

**10 Minute Public Comment Period:** 7:04pm

Tim Dunlap, Hector voiced concerns regarding Seneca Meadows and asked the Board to pass a resolution opposing the expansion. Commended the Town for their Recycling Program.

Joseph Campbell, Hector opposed to Seneca Meadows expansion. NYS recently passed a new Solid Waste Plan; a roadmap for managing waste without landfills. Trash trucks travel through Watkins Glen daily using State Route 14 every day.

Peggy Haine opposed the expansion; why should the Finger Lakes Area take everyone else's trash.

Lori Ward, Route 414, President of Finger Lakes Wine Country opposed to expansion. The stench in Seneca County is awful; properties are being abandoned; had to promote tourism.

Councilperson Martin suggested everyone send their written comments/letters to NYS DEC. Hector has no power over their decision, we can only send a letter.

Yvonne Taylor, Phelps Road agreed one small Town sending a letter does not have a huge impact, but many letters from surrounding municipalities can impact the decision.

Comment period closed at 7:13pm

**Sustainability Committee:** Gary Judson asked the board for approval to nominate the Tuttle Road property with 12 acres reserved (5 already in use and reserve 7 additional acres).

**RESOLUTION #37** – offered by Martin, seconded by Rodgers

Resolved to approve the nomination of the Town of Hector Tuttle Road property for a Solar installation with the exception of 12 acres; further resolved to authorize the Supervisor to submit the nomination. Ayes 5, Nays 0

**Department Reports:**

**Highway:** Superintendent Green reported activities for the month of January 2024 which included plowing snow; cutting/chipping brush; filling pot holes; hauling crusher run; servicing equipment and installing 8-ton weight limit road signs. Met with Park Committee; toured Smith Park; will be looking at where and what they can help with.

Will be attending a press conference by Senator Tom O'Mara on February 15<sup>th</sup>. Looking to get a time to speak with him regarding the antiquated \$60,000 budget restriction for purchasing equipment. Paying for equipment from CHIPs funds takes away from actual road work. Replacement cost from Boom Tractor is over \$230,000; needs replacing.

**K. States Trucking:** Letter received requesting permission to haul stone for road projects beginning soon. Highway Committee will discuss on Friday, February 16 at 1:00pm.

**RESOLUTION #38** – offered by Martin, seconded by Bergen

Resolved to authorize the Highway Superintendent to post all Seasonal Roads closed until May 1, 2024 the constant freeze and thaw this winter and washouts needing repairs. Ayes 5, Nays 0

**Water District:** Superintendent Mikkelsen submitted a written report. Water Advisory Board meeting will be postponed until March; working on steps to get new well hooked up.

**Code Enforcement:** Officer Santobianco submitted a written report covering permits issued and completed and fees collected for the month of January 2024.

**Resolution Lake Street Right of Way:** There is a house for sale with a portion of the porch in the Town Right of Way; it is not hindering any road work or access. Potential buyer would like something in writing that he does not have to remove the porch. Attorney Halpin provided a resolution and will work with Code Officer Santobianco to develop and license or permit, etc.

**RESOLUTION #39** – offered by Martin, seconded by Bergen

WHEREAS, Lake Street in the Town Hector is a town road, and as such the Town owns and maintains a right-of-way for highway purposes to keep and maintain Lake Street; and

WHEREAS, it has come to the attention of the Town Board that a portion of the improvements to the property located at 3500 Lake Street (tax map no. 2.13-4-31) encroach into the Town's right-of-way; and

WHEREAS, the owner of the property at 3500 Lake Street have requested that the Town grant to the owner a license agreement permitting such encroaching improvements to remain in their current location; and

WHEREAS, Town of Hector Highway and Water Departments have reviewed the encroachment and determined that the encroaching structure does not impede their ability to appropriately maintain the Town's infrastructure and does not present any apparent threat to public safety; and

WHEREAS, the Town Board has determined that it is in the best interest of the Town that the encroaching structure remain intact, subject to however to the Town's retention of the

right to require removal of the encroachment in the event the Town determines that such removal is necessary.

NOW, THEREFORE, it is RESOLVED as follows:

1. The Town of Hector is authorized to grant to the owner of the property at 3500 Lake Street a transferable license permitting the currently encroaching improvements to remain in their current location. Such license shall be revocable by the Town of Hector at any point should the Town of Hector deem it necessary or desirable to require relocation or removal of some or all of the encroachment. Such license shall not and shall not be deemed to permit any further encroachment.

2. The Town Supervisor is authorized and directed to negotiate, execute and deliver on behalf of the Town of Hector the aforementioned license agreement, incorporating such terms and conditions as the Supervisor and the attorney for the Town shall deem necessary or desirable.

Roll call Vote: Boyette – Aye; Rodgers – Aye; Wright – Aye; Marin – Aye;  
Bergen – Aye; Mansfield – Absent                      Ayes 5, Nays 0, Absent 1

**Parks Reports:**

**Smith Park:** Manager’s Report – none

Deposits for Seasonal Camp Sites are due this week.

**Park Manager’s Job Description:**

Councilperson Rodgers submitted a new job description for the Board to review. Actively looking for a new Park Manager; possibly year-round ¾ time position. College recruiting offices will be contacted and well as other sources for posting the job opening.

**RESOLUTION #40** – offered by Bergen, seconded by Martin

Resolved to authorize the clerk to advertise the Smith Park Manager’s position in the Watkins Review, the Hi-lites and the Seneca Area Shopper. The job will also be listed on Indeed, our website and Facebook page, along with some other sources. Applications to be accepted until the position is filled.                      Ayes 5, Nays 0

**Mecklenburg Community Park:** Audrey Mayette asked if there should be a signed agreement between the Friends of Mecklenburg Community Park and the Town; Supervisor Boyette will ask Attorney Halpin to prepare something.

They are planning a clean up day for February 25, 2024 and have contacted the Highway Superintendent regarding chipping limbs and brush. They have also contacted Cliff Kraft regarding Pond Management; stocking of fish; etc. He will donate his time to evaluate the pond. Looking to get it back to a nature pond; would like the town not to mow so close to the waters edge this year. Discussion of need to keep clear of weeds for the fire department’s access for water to fight fires.

A trail meeting is planned for March 9<sup>th</sup>; looking to improve a hiking trail south and west of the pond; need two bridges across a tributary in order to accomplish the proposed trail. They will look into DEC and Army Core of Engineers permits for the bridges.

Group has raised just over \$30,000 for the play structure; also have monies committed from the Sustainability Committee. Placement of the play structure needs to be determined. Asking the Town Park Committee to meet at the pond to help find the right spot for the play structure. Audrey also asked if the Town could provide some gravel for the base of the play structure. Planning an egg hunt in March; spaghetti dinner and afternoon of bingo for fun; and a 5K race in April.

**Town Clerk/Tax Collector/Court Clerk:** Clerk Ike reviewed Monthly Reports for Town Clerk; Humane Society Shelter Report; Tax Collector.

**Casella Recycling Contract:** New contract received; price reduced to \$950 per month.

**RESOLUTION #40** - offered by Rodgers, seconded by Martin  
Resolved to accept the 24-month contract with Casella's for recycling at a cost of \$950.00 per month effective February 6, 2024. Ayes 5, Nays 0

**Retirement Reporting Resolution:** An update is needed for Town Justice Navone's record of activities.

**RESOLUTION #41** - offered by Martin, seconded by Rodgers  
Resolved to accept and approve the RS2417-A Retirement Reporting Resolution, to be immediately posted for 30 days and then submitted to NYS Retirement for the following Elected Official: Town Justice Joshua C. Navone; 1/1/2023 through 12/31/2026; SWD 8 hours; record of activities result 9.32 hours worked; biweekly pay. Ayes 5, Nays 0

**Dumpster Day Date:** May 18<sup>th</sup> or June 1<sup>st</sup> dates are available. Consensus is June 1<sup>st</sup>. Date will be confirmed with Swarthout's; Mecklenburg Fire Company and VLH Fire Company. Shredder will be available 9am to Noon in Reynoldsville.

**Supervisor/Committee Reports:**

**Insero & Co. Consulting Agreement:** Supervisor Boyette reviewed the Agreement with Insero & Co. Consulting.

**RESOLUTION #42** - offered by Martin, seconded by Rodgers  
Resolved to approve and further authorize the Supervisor to sign the agreement with Insero & Company for General accounting and consulting for the Town up to \$1000.00. Discussion: Questions asked regarding auditing, etc. State Auditors chose not to do a full audit; they are looking payroll and retirement. Insero recommends mini audits each year; suggests to start with Highway and/or Smith Park procedures for income, etc. Mini audits would be \$5-7,000 per year. Ayes 6, Nays 0

**Cayuga Lake Watershed Intermunicipal Dues:** Discussion regarding payment due in May. It is included in the 2024 budget.

**Annual Financial Audit Meeting:** February 27, 2024 @ 2:00pm

Supervisor Boyette reported that procedures will be changed to clarify and provide true and accurate fund balances.

**Covid Updates:** Supervisor Boyette reported that with the number of cases on the rise; the Town will be following the State & County policies regarding time off; days required to be off; masking; etc. If had paid time off previously, must have a PCR test for second time; if first paid time off, a home test is acceptable.

**Seneca Meadows Landfill:** In addition to comments at meeting, many emails have been received urging the Town Board to oppose the proposed expansion.

Discussion regarding size of current landfill and proposed expansion size; truck traffic; disgusting odors; accepting out of state and out of area trash; restrictions; fees; etc. Supervisor Boyette will check into some neighboring communities to see what they included in letters; a draft resolution will be prepared for consideration at the February 27<sup>th</sup> meeting.

**Land Use Leadership Alliance:** Jason Santobianco is interested in attending; a nomination form needs to be submitted for each person wishing to attend. It is a 4-day program to be held May 9-10 and June 6-7 at the Seneca Lake Community Center; there is no charge but all four days must be attended and nomination form must be submitted by March 15<sup>th</sup>.

**Coalition Against Bigger Trucks:** Supervisor Boyette has been contacted by the organization. They are looking for support to oppose the proposed Federal change allowing bigger trucks on certain roads. NYS regulates height, weight and size of trucks along with issuing overweight permits for some. Further information will be provided for the March 12<sup>th</sup> Board meeting.

Adjourned at 8:55pm on a motion by Councilperson Martin, seconded by Councilperson Bergen.

Respectfully submitted,

Jane M. V. Ike, Clerk