

**Town of Walton  
129 North Street  
Walton, NY 13856**

**12 April 2021**

- 1. Call to Order            6:00 PM**
- 2. Pledge of Allegiance – Kevin Armstrong**
- 3. Approval of Minutes – 8 March 2021**
- 4. Presentation – Gale Sheridan**
- 5. Town Assessor, Code, Dog Control reports**
- 6. FEMA Coordinator - Walt**
- 7. Highway Report:**
- 8. Town Clerk Report: Obsolete Records, Financial Report**
- 9. Supervisor Report:**

Glen Nealis – Meat Processing Facility  
 Proposed Local Law Waiver of Residency Requirement for Town Attorney  
 Town/Village Municipal Agreement  
 Roof Bid Award

**10. Committee/Council Reports**

<b>Public Works</b>	<b>Armstrong/Govern</b>
<b>Finance &amp; Insurance</b>	<b>Wood/Govern</b>
<b>Legal &amp; Ordinance</b>	<b>Govern/Wood</b>
<b>Land Use &amp; Village Liaison</b>	<b>Rodriguez/Wood</b>
<b>Personnel</b>	<b>Govern/Armstrong</b>
<b>Union Negotiations</b>	<b>Cetta/Armstrong</b>
<b>Building &amp; Grounds</b>	<b>Cetta/Armstrong</b>
<b>Technology</b>	<b>Wood/Rodriguez</b>
<b>Emergency Disaster</b>	<b>Cetta/Govern</b>
<b>Historical</b>	<b>Rodriguez/Armstrong</b>

**11. Approval of Abstracts:**

<b>General Fund A</b>	<b>#48-59</b>	<b>\$ 7,184.69</b>
<b>General Highway DA</b>	<b>#31-43</b>	<b>\$46,057.96</b>
<b>General Outside Highway DB</b>	<b>#3-5</b>	<b>\$13,635.13</b>

**Executive Session:**

It is anticipated that there may be a need to enter into executive session for the purpose of discussing a matter relating to potential litigation.

Town of Walton  
Code Enforcement Office  
Stephen L. Dutcher, CFM

**Monthly Summary Report**  
Month of March 2021

Building Permits Issued	1
Building Inspections Completed	2
Fire Inspections Completed	0
Notices of Violation Issued	0
Tickets Issued	1
Certificates Issued	2
Complaints Received	1
Floodplain Development	
Permits Issued	0
CO Searches	4

**Martin J. Way, Jr.**  
**Dog Control Officer, Town of Walton**  
**129 North Street**  
**Walton, New York 13856**  
**March 2021**  
**Dog Control Activity Summary**

<b>Complaints</b>	<b>4</b>
<b>Dogs Seized</b>	<b>0</b>
<b>Returned to Owner</b>	<b>0</b>
<b>Humane Society</b>	<b>0</b>
<b>Dangerous Dog Cases</b>	<b>0</b>
<b>Tickets Issued</b>	<b>0</b>
<b>Total Redemption Fees</b>	<b>\$ 0.00</b>
<b>Past Due Dogs</b>	<b>56</b>

**Mileage**     **12**

- **Work in Progress:**

Research on valuation methods and PILOTS for affordable housing assessments. I completed New York State Assessors Association Training in Valuation of Affordable Housing on April 7, 2021.

- **Business as Usual:**

Most assessments are completed for the 2021 Roll.

I will be available to answer questions about the tentative roll by phone only on 4 dates to be determined in May. A public legal notice will be published the first of May containing this information and setting the dates and times for Grievance Day which is scheduled to be held in person by appointment same as last year.

- As of April 10<sup>th</sup> there is a preliminary net increase to the Town's assessed value of 4,971,600. This number is subject to change.

We have had several new homes, additions and garages as well as properties coming off exemptions and back onto the tax roll.

This number includes increases in assessment for exempt properties as well such as the Behavioral Health Building.

The equalization rate will be set at .95.

- **Exemption Summary:**

Enhanced Star: 15 properties going from Basic Star to Enhanced Star

Veterans Exemptions: 6 new for 2021

Ag exemptions- 100 properties in the ag assessment program, 9 did not renew

Forest 480-a- 87 properties, 4 have not renewed

Respectfully Submitted for April 2021

Penny Haddad, Assessor

**TOWN OF WALTON HIGHWAY DEPARTMENT**  
**25091 STATE HIGHWAY 10**  
**WALTON, NY 13856**  
**607-865-5120**

**TO: WALTON TOWN BOARD**  
**FROM: JEFF OFFNICK, HIGHWAY SUPERINTENDENT**  
**DATE:**  
**RE: REPORT**

- ✓ The crew has spread 3,336 cubic yards of material over the winter compared to 2,999 last winter.
- ✓ Surplus 20 ton Eager Beaver trailer, 1988 chevy 3500 flat bed, 1966 International fleetstar, 1960's Ford 900 parts truck, 9' Fisher plow.
- ✓ Plan to make 600 Tons of grader patch.
- ✓ We have most of the road sweeping completed.
- ✓ The salt shed is full of mixed material ready for next season.

# TOWN CLERK'S MONTHLY REPORT

TOWN OF WALTON, NEW YORK  
TO THE SUPERVISOR:

MARCH '2021

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

<u>RECEIPTS</u>	BEGINNING BALANCE	\$447,026.52
DA2685 SALE OF HWY EQUIPMENT		
A2401 INTEREST FROM NBDC/RETURN BANK FEE	\$11.10	
A2545 MARRIAGE LICENSES	\$40.00	
A2545 MARRIAGE, DEATH, BIRTH CERTIFICATES	\$120.00	
A2545 GENEALOGY	\$22.00	
B2555 BUILDING PERMITS	\$350.00	
A1255 MISC. FEES	\$0.25	
A2544 DOG LICENSES	\$661.00	
	PETTY CASH FROM TAXES	
A1010-1090 REAL PROPERTY TAX	\$223,643.20	
A2665 SURPLUS ITEMS		
A1090 REAL PROPERTY PENALTIES	\$3,973.27	
DB2545 HWY. DEPARTMENT		
DA2655 HWY. SLUICE		
A2545 DECALS	\$90.00	
A1170 FRANCHISE		
B2770 ZONING/PLANNING		
B2110 ZBA FEES		
B2115 PLANNING FEES		
	TOTAL RECEIPTS	\$228,910.82
	GRAND TOTAL	\$675,937.34

## DISBURSEMENTS

DECALS		
TOWN CLERK FEES/INTEREST TO SUPERVISOR	\$618.25	
53% OF DOG LICENSE TO SUPERVISOR	\$533.00	
TOWN TAX REVENUES TO SUPERVISOR	\$1,667.31	
AMOUNT PAID TO DEPT. OF AG. & MARKET	\$85.00	
AMOUNT PAID TO COUNTY FOR DOG FEES		
AMOUNT PAID TO STATE HEALTH FOR MARRIAGE		
TOWN TAX TO COUNTY TREASURER	\$443,112.96	
NSF CHECKS		
REFUNDS		
OTHER (bank fee)		
	TOTAL DISBURSEMENTS	\$446,016.52
	NET BALANCE	\$229,920.82
	BANK BALANCE	\$184,515.06
	LESS OUT STANDING CHECKS	\$5.00
	(+) OUTSTANDING DEPOSITS	\$45,410.76
	ENDING BALANCE	\$229,920.82

STATE OF NEW YORK, COUNTY OF DELAWARE, TOWN OF WALTON

Ronda Williams, being duly sworn, says that she is the Town Clerk Tax Collector for the Town of Walton, that the foregoing is a full and true statement during the month above stated, excepting only such fees the application and payment of which is otherwise provided for by law.

  
TOWN CLERK

TOWN OF WALTON  
OFFICE OF TOWN CLERK  
129 NORTH ST.  
WALTON, NY 13856

TO: Town Board Members  
FROM: Ronda Williams, Record Management Officer  
DATE: March 25, 2021  
SUBJECT: Obsolete Records

The following records have met the New York State Record Retention and Disposition Schedule and are no longer required to keep. Upon your approval these records will be disposed of properly.

DOG IDENTIFICATION AND CONTROL

RETENTION

2017	Copy of original or renewal license	3 years
------	-------------------------------------	---------

FISCAL

**Banking and Investment:**

2014	Banking communications; bank statements copy of checks, deposit books & slips, receipts	6 years
------	--	---------

**Payroll:**

2014	Employee time cards, sheets, request for time off,	6 years
------	--	---------

**Purchasing:**

2014	Invoices, abstracts,	6 years
------	----------------------	---------

**General Accounting and Miscellaneous:**

2014	Accounting register, Cash transaction, Daily cash records	6 years
------	---	---------

GENERAL

2019	Correspondence including e-mails of no fiscal, legal or administrative value	o no longer need
------	---	------------------

INSURANCE/SELF-INSURANCE

**Insurance policy:**

2014 Insurance Policies 6 years

**Certificate of insurance:**

2014 Certificate of Insurance 6 years

PUBLIC PROPERTY AND EQUIPMENT

**Consumption and Dispensing Records:**

2014 Fuel Consumption Records 6 years

TAXATION AND ASSESSMENT

**Assessment Roll/Tax Roll:**

2015 Tentative assessment roll 5 years

2015 Tax collection records 6 years

TRANSPORTATION & ENGINEERING

**Highway, Engineering, and Public Works:**

2014 Truck Load Slips 6 years

RESOLUTION # \_\_\_\_\_

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_

Roll call vote:

Aye	Nay	Councilman Armstrong
Aye	Nay	Councilwoman Wood
Aye	Nay	Councilman Govern
Aye	Nay	Councilman Rodriguez-Betancourt
Aye	Nay	Supervisor Cetta



## Town Supervisors Monthly Statement To Town of Walton Board Members

Pursuant to Section 52 of the Town Law, the following is a statement of monies received and disbursed by the Town Supervisor during the month of MARCH 2021.

Fund	General Townwide (A)	General Outside (B)	Highway Townwide (DA)	Highway Outside (DB)	Good Neighbor (H)	Risk Retention (H)	Disaster Recovery (H)
<b>RECEIPTS</b>							
Balances First of Month							
Savings	\$ 715,921.98	\$ 104,345.18	\$ 901,610.57	\$ 1,044,159.85	\$ -	\$ -	
<b>WAYNE BANK</b>							
Checking	\$ 387.03	\$ 128.02	\$ 721.19	\$ 149.80			
<b>TAXES/Penalty</b>							
Interest	\$ 14,501.61						
Justice Fines	\$ 46.07	\$ 4.69	\$ 38.01	\$ 47.20			
Town Clerk Report	\$ 3,718.00						
Dog Licenses	\$ 18.25						
Building Permits	\$ 533.00	\$ 600.00					
STATE AID	\$ 7,330.95						
REIMBURSEMENT	\$ 647.95						
CELL TOWER RENTAL	\$ 5,518.81						
PLANNING/ZONING FEE							
FRANCHISE	\$ 488.63						
CHIPS							
DRIVEWAY PERMIT							
DUE TO							
HYDRO SEEDER							
FEMA							
Interest on Checking	\$ 0.18		\$ 0.43				
<b>TOTAL REVENUE</b>	<b>\$ 32,803.45</b>	<b>\$ 604.69</b>	<b>\$ 38.44</b>	<b>\$ 47.20</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>





**DELAWARE COUNTY**  
Local Development Corporation  
One Courthouse Square, Suite 4; Delhi, New York 13753  
Phone: (607) 746-8595 Fax: (607) 746-8836

**Office of Community Renewal – Economic Development Grant Program**

**Program:**

- Available to support private businesses making a substantial investment that will lead to the creation of new jobs.
- Provides assistance of up to \$750,000 or 40% of project costs whichever is less.
- The business must create 1 FTE per \$15,000 of grant funds.
- At least 51% of jobs must be made available to LMI individuals.
- Funds provided on a reimbursement basis upon project completion and documentation.
- Municipality must be the applicant.

**Role/Responsibilities of the Town:**

- Applicant and administrator of grant program – can use a sub-recipient for administration.
- Pre application:
  - Supervisor to sign certification and preliminary budget form.
- Final Application:
  - Hold public hearing
  - Pass resolution authorizing submission of application.
- Post Application:
  - Enter into a grant agreement contract with OCR.
  - Enter into sub-recipient agreement (optional).
  - Open non-interest bearing account.
  - Establish “project team” – primary contact, signatories.
  - Complete environmental review.
  - Review & authorize draw-down requests.
  - Receive grant funds and forward to the ultimate recipient or LDC.
  - Review & submit semi-annual reports.
  - Monitor sub-recipient & business at least once.
  - Hold a second public hearing at project completion.
  - Prepare close-out documents.
  - Compliance review with OCR.

**Responsibilities of the Business:**

- 20% equity & remainder of project financing.
- Undertake project as proposed.
- Meet job creation goals and LMI benefit.
- Comply with all regulations.

This institution is an equal opportunity provider, and employer. To file a complaint of discrimination, write: USDA, Director, Office of Civil Rights, 1400 Independence Avenue S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202) 720-6382 (TDD).



**DELAWARE COUNTY**  
**Local Development Corporation**  
One Courthouse Square, Suite 4; Delhi, New York 13753  
Phone: (607) 746-8595 Fax: (607) 746-8836

- Repay any grant funds if it defaults on obligations.

Project:

Dr. Rezk Abdelrahman is seeking to a new business, McRez Packing Inc., as a USDA certified meat and poultry processing facility. MPI would seek to process cattle, pigs, goats, sheep and chicken purchased from local and regional farms for wholesale and retail sales. They would also offer custom processing services for farmers. MPI would begin with the construction of a 4,000 sq/ft facility in the Walton Industrial Park, with the goal to expand to 12,000 sq/ft over time. The facility would operate Monday through Friday in a single shift in the first year, expanding to a second shift as growth requires. This project entails the construction of the initial 4,000 square foot facility, the purchase of machinery and equipment and working capital. Project costs are currently estimated at \$800,000. Financial assistance to be made available to the business through this grant would be approximately \$250,000. The project would result in the creation of up to 26 full-time jobs over two years.

Application Process:

- Preliminary Application: Requires Supervisor to certify that they have authorized the submission of a pre-application and to sign a preliminary budget form.
- Full Application: Would require the Town to hold a public hearing regarding the proposed project and adopt a resolution authorizing the submission of a formal application. Additional requirements include full commitment of all project financing and site plan approval by the Town of Walton Planning Board.

**TOWN OF WALTON AND VILLAGE OF WALTON MUNICIPAL  
AGREEMENT FOR RECREATIONAL SERVICES TO RESIDENTS AND  
WATER CONNECTIVITY AT VETERANS PLAZA.**

This Agreement, made this \_\_\_\_ day of \_\_\_\_\_, 202\_\_ between the TOWN OF WALTON, a municipal corporation, and the VILLAGE OF WALTON, a municipal corporation.

**WHEREAS**, the Village of Walton is the owner and operator of a certain park with recreational facilities located within the Village of Walton known as Austin-Lincoln Park, and

**WHEREAS**, this facility provides recreational services to the residents of the Village of Walton and the residents of the Town of Walton without charge, and

**WHEREAS**, the Village, through its agents and employees, regularly provides such recreational facilities without cost to residence of both the Town and the Village, including swimming pool and swimming lesson programs, recreational basketball programs, tennis programs, use of baseball fields, tennis courts and picnic grounds to residents of the Town and Village, and

**WHEREAS**, the Village has supplied a water connection at Veterans Plaza for the use between the Town and Village of Walton residents, and

**NOW THEREFORE** on consideration of the promises contained herein, the parties agree as follows:

1. The Town of Walton does hereby agree to pay the sum of Thirty-Two Thousand (\$32,000.00) Dollars, annually, to the Village of Walton for recreational services and use of facilities as described above for Town of Walton residents.
2. The Town of Walton does hereby agree to pay an annual payment of \$200.00 in lieu of quarterly billing for continued water connectivity at Veterans Plaza.
3. The Village of Walton shall invoice the Town for the above by May 1<sup>st</sup> of each year.
4. This agreement shall automatically renew annually on the month and day as written above, except if either party gives written notice to the other within thirty (30) days of such date.

**IN WITNESS WHEREOF**, we set our hands and seals this \_\_\_\_, day \_\_\_\_\_, of 2021

**VILLAGE OF WALTON**

**TOWN OF WALTON**

By: \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

STATE OF NEW YORK:

: SS:

COUNTY OF DELAWARE:

On this \_\_\_day of \_\_\_\_\_, 202\_\_, before me personally came \_\_\_\_\_, to me personally known, who, being by me duly sworn, did depose and say that he resides in Walton, New York, that he is the **Mayor of the Village of Walton**, the municipal corporation described in, and which executed the within instrument; and that he signed his name thereto by authority of the Board of Trustees of said municipal corporation.

\_\_\_\_\_  
Notary Public

STATE OF NEW YORK:

: SS:

COUNTY OF DELAWARE:

On this \_\_\_day of \_\_\_\_\_, 202\_\_, before me personally came \_\_\_\_\_, to me personally known, who, being by me duly sworn, did depose and say that he resides in Walton, New York, that he is the **Supervisor of the Town of Walton**, the municipal corporation described in, and which executed the within instrument; and that he signed his name thereto by authority of the Town Board of said municipal corporation.

\_\_\_\_\_  
Notary Public

**Local Law No. \_\_ of the year 2021**  
**A Local Law**  
**Waiver of Residency Requirement for Town Attorney**

Be it enacted by the Town Board of the Town of Walton, in the County of Delaware, as follows:

**Section 1 – Statutory Authority; Title**

This Local Law is adopted pursuant to the authority of Article 2 of the Municipal Home Rule Law and shall be known as the “Waiver of Residency Requirement for Town Attorney.”

**Section 2 – Statement of Purpose**

This Local Law is intended to eliminate the requirement that the Town Attorney be a resident of the Town of Walton.

**Section 3 – Waiver of Residency Requirement**

Notwithstanding any law, statute, rule or regulation to the contrary and pursuant to the powers invested by Article 2 of the Municipal Home Rule Law, the Town Attorney of the Town of Walton need not be a resident of said town.

**Section 4 - Effective Date**

This local law shall take effect immediately upon filing with the New York State Secretary of State.

**RESOLUTION #**

**ACCEPT ROOF BID**

A motion was made by \_\_\_\_\_, seconded by \_\_\_\_\_ to accept a bid submitted by Alpine Roofing to replace the roof on the Walton Town Hall as well as complete repairs to the ceiling/walls in the restroom and boardroom in the amount of \$51,000.