Town of Wayne

Town Board Meeting Minutes DRAFT

August 11, 2026

Pledge of Allegiance

The meeting opened with the Pledge of Allegiance.

Roll Call

Present:

- Supervisor Mahr
- Councilmember Terwilliger
- Councilmember Haar
- Councilmember Freeman
- Councilmember Kenyon

  In attendance
- Joe Serphillips
- Noah Wassiner
- James DeForest
- Amy Gush
- Geoff Terwilliger
- Tom Meyers
- Jesse Jayne
- Bryan Starkweather

Moment of Silence

A moment of silence was observed in memory of **Deidra Campbell**, a Town of Wayne resident who recently passed away. It was noted that she had done considerable work with the Fire Department.

Approval of Previous Minutes

A motion to approve July 2026 minutes was made by Councilmember Haar, seconded by Councilmember Kenyon. All are in favor.

Supervisor's Report

Supervisor Mahr reported that there were **no budget modifications for the month**.

The Highway Department had approximately **33% of its annual budget remaining**, compared with approximately 36% remaining at the previous report. The Supervisor noted that significant expenses were still expected during the remainder of the year. He also stated that he would work with Carol Golden regarding processing the budget modifications discussed and approved at the previous Board meeting.

A motion to approve the Supervisor's Report was made by Councilmember Freeman, seconded by Councilmember Kenyon. All are in favor.

2027 Town Budget

The Board discussed the upcoming 2027 budget process.

The draft budget worksheet forms were expected to be prepared and distributed to the various departments. A tentative schedule was discussed, including receiving the initial department information, preparing the tentative budget, and presenting it to the Board.

The Board discussed waiting until the **September 8 meeting** to establish the preliminary budget workshop schedule.

The target date for completing the preliminary budget for approval is **October 13**, with the goal of adopting the final budget no later than **November 17**, allowing time for submission to the County.

Town Clerk's Report

Town Clerk Serphillips reported the following activity:

- General Fund disbursements: **$3,163.33**
- Animal Population Program: **$11.00**
- 30 death certificates processed
- Two certified copies associated with death certificates
- Two septic/property transfer septic matters
- One septic replacement
- One variance
- One subdivision

- Short-term rental activity
- Dog licenses
- Ten building permits
- Nine photocopies

The Board discussed the activity and associated fees.

A motion was made by Councilmember Haar, seconded by Councilmember Terwilliger, to approve the Town Clerk's Report. All are in favor.

A motion was made to approve the vouchers was made by Councilmember Kenyon, seconded by Councilmember Terwilliger. All are in favor.

Justice Report

The Justice Report was presented to the Board, with no discussion.

Assessor's Report

The Board received an update regarding the Assessor's work.

The Assessor has begun working more consistently for the Town, with plans to be in the office approximately **two days per week**, Tuesday and Wednesday.

Current work involves organizing and updating the property inventory and comparing permits with the Town's records and the Assessor's records. The purpose is to identify and correct discrepancies in the records before the upcoming revaluation.

The Board discussed the importance of having the property inventory accurate and current. A list of properties is available in the Town office for review.

The Board discussed the timing of the revaluation. The revaluation work is expected to **begin in 2027**, with completion affecting the **2027-2028 school taxes and the 2028 Town and County Property taxes**. It was noted that the process is approximately six months behind the original anticipated schedule but that the cleanup of the property records may help bring the schedule back on track.

Highway Superintendent's Report

Highway Superintendent Starkweather reported on road work, equipment, drainage projects, and other Highway Department matters.

Road Work

Fleet Road work that had been postponed because of rain was expected to take place on **August 17 and 18**.

Additional road work and sealing projects were discussed, including Ridge Road, Alderman Road, and roads north of Alderman.

Highway Equipment

The Highway Department has experienced several equipment breakdowns.

The Town's approximately 16-year-old roller is currently out of service because a part failed. The part is obsolete and is no longer manufactured by Volvo. After Volvo was unable to provide the correct part, the Highway Department located a replacement part through a heavy-equipment parts supplier in Pennsylvania. The part will cost approximately **$530**.

Other equipment problems included batteries and electrical problems with a dump truck. The truck developed an electrical problem involving wiring and the blower motor, and repairs were completed.

The Superintendent noted that the Highway Department is also dealing with aging equipment, including a grader that is more than 25 years old, making replacement parts increasingly difficult to obtain.

Highway Department Credit Card

The Highway Superintendent requested consideration of a Town credit card for the Highway Department to handle unexpected equipment and parts purchases.

He explained that he had previously developed a similar policy for the Fire District. The proposed card would be strictly monitored, with monthly statements reviewed by the Board and supporting documentation provided for each purchase.

The purpose would be to avoid requiring employees to use personal funds when emergency parts or supplies must be purchased immediately.

After discussion, a motion was made by Councilmember Haar, seconded by Councilmember Kenyon, that **Brian applies for and receive a credit card for the purpose of handling unexpected Highway Department expenses**. The motion was seconded.

All are in favor.

West Lake Road / County Road Intersection

The Supervisor reported that the County had installed **flashing lights on both sides of the stop signs at the West Lake Road/County Road 87 intersection** in response to concerns about vehicles running the intersection.

The County also plans to mow the area to improve visibility.

The Board discussed another visibility issue with the same intersection on the Keuka Hill Road side, and Route 87. The Supervisor will contact the County Highway Department to discuss whether the bank at the intersection can be altered to improve sight distance.

The County is expected to review the intersection and accident history and determine whether additional engineering work is warranted.

Keuka Village Road Drainage

The Highway Superintendent reported that a drainage pipe on Keuka Village Road had been excavated and found to be buried under a driveway and ending without connecting to anything.

The pipe was dug up, extended into the drainage area, and properly installed to provide drainage.

The work is expected to help alleviate flooding problems in the area.

The Town is also awaiting NYSEG regarding a gas service installation near the drainage work because of concerns that movement of the ground may have affected the gas valve.

Boat Launch Signs

The Board discussed the ongoing problem with the boat launch signs. The contractor had ordered the signs, but the signs were apparently lost and are now being remade.

The Board discussed complaints regarding activity at the boat launch. It was noted that the Town has received a complaint from a nearby resident, although the Board also noted that activity observed at the launch has generally been limited.

The Board agreed that the matter should continue to be monitored.

Lower East Lake Road

The Board discussed the paving project on Lower East Lake Road near the Blencowe property.

The road has not yet been paved. The contractor is coordinating the road work with a driveway project and is hoping to complete both projects at approximately the same time.

The goal is to complete the work by the end of August, weather permitting.

Cameras at the Town Area

The Highway Superintendent reported continued problems with illegal dumping at the Town compost site and the yard behind the Highway Barn.

Items being dumped include:

- Household garbage
- Metal
- Portions of boat docks
- Dirt
- Asphalt shingles and other materials

Approximately 12 to 14 loads of dirt have reportedly been dumped at the compost site this year.

The Board discussed installing security cameras. Solar-powered cameras with Wi-Fi capability were available for approximately **$189 each**. Trail cameras could be used in areas where the Town's Wi-Fi signal is insufficient.

The Board discussed also installing cameras at the Town Hall area as well.

A motion was made by Councilmember Freeman, seconded by Councilmember Kenyon to purchase the necessary cameras.

All are in favor.

Code Enforcement Report

Code Enforcement Officer Jesse Jayne reported that the department has been extremely busy with building permits and inspections.

There have also been numerous neighbor disputes during the summer season, which have required attention.

The Code Enforcement Officer advised the Board that his additional training will be completed during September and October to satisfy New York State Requirements.

East Lake Road Retaining Wall

The Board discussed a proposed large retaining wall project on East Lake Road.

The permit was denied because construction would require closing a portion of East Lake Road for an extended period, potentially approximately two months.

The Code Enforcement Officer and Highway Superintendent expressed concern that closing the road would significantly interfere with emergency response access to residents along East Lake Road.

The proposed project would require delivery of nearly **200 concrete blocks**, some approximately five feet by five feet, and would involve substantial excavation and heavy equipment.

East Lake Road is posted for an **8-ton weight limit**, and there were concerns about the ability of the road to support the construction equipment and heavy materials.

The Board was advised that, because the work would require use of the Town right-of-way and closure of the road, the Town has authority to deny the permit.

Alternative construction methods may be considered by the property owner.

Variances and Building Activity

Three variances were issued during the month:

- Setback variance
- Lot coverage variance
- Setback variance

The variances involved a shed, a deck, and a new house.

The Code Enforcement Officer also reported that two houses are scheduled to be demolished and replaced with new homes, one on East Lake Road and one on Crystal Beach Road.

Supervisor Mahr asked if the draft minutes from the July 13th Planning Board were approved. Secretary Amy Gush stated they were.

Zoning / Short-Term Rental Matters

The Board discussed ongoing short-term rental matters.

Bubbling Springs Property

The Code Enforcement and zoning officials reported on continuing issues at the Bubbling Springs property.

Under the applicable law, the Town Board must vote before Town officials can arrange for the removal of property maintenance violations and charge the cost against the property.

The Sheriff's Department is assisting with serving the property owner.

The Board discussed waiting for the September court proceeding before taking additional action, but agreed that the Town is prepared to proceed if necessary.

A motion by Councilmember Haar, seconded by Councilmember Kenyon was made that, **if needed based upon the outcome of the court proceeding, Code Enforcement and zoning officials will take action to clean up the property at 9725 Bubbling Springs**, with the expense being added to the residents Real Property tax bill.

All are in favor.

The Board discussed the possibility of removing a burned-out trailer and other property-maintenance debris.

It was noted that the property has additional issues beyond the cleanup, but that addressing the immediate property-maintenance problems would be a step toward improving the situation.

The Board also discussed the property's unpaid taxes and the possibility of future tax foreclosure proceedings.

Lower Road Short-Term Rental

The Board discussed a short-term rental property on Lower Road that had received a stop-rent order because of concerns with its septic system.

A report indicated that an old septic tank had been discovered under a rear deck. The tank was pumped and capped, and the pipes were cut back.

The existing sand filter/leach field is old and is believed to be nearing failure. The property has a maximum occupancy of 12, and the Board discussed the need to continue monitoring the property.

The Board noted that although the old tank had been addressed, the overall septic system remains a concern and may require replacement in the future.

The Board also discussed a complaint from a prospective tenant whose vacation rental was affected by the stop-rent order. The Board noted that the property is managed through the property management company and that the Town has no obligation to the renter regarding the rental arrangement.

Short-Term Rental Permit Documentation

The Board was advised that a new document is being sent to property owners who no longer have an active short-term rental permit.

The property owner will sign the document confirming that the property is no longer being rented. The signed document will be kept in the Town's files so there is documentation if the property is later found to be operating as a short-term rental without a permit.

Watershed / Septic Report

The Board received an update regarding septic inspections.

Approximately **139 inspections** have been completed, with additional inspections remaining.

The number of violations is decreasing, although several long-term problem properties continue to require attention.

Dog Control Report

There was no report for July.

The Board was advised that two dogs had recently arrived at the Town facility early in the morning. The dogs were friendly and were placed in the kennel while efforts were made to identify their owners.

The dogs' photographs were shared in an effort to locate their owners.

Historical Society Report

The Board discussed the recent Wayne Historical Society event and noted that it was successful and had a good turnout.

The Board recognized **Joyce Witkowski** for the considerable work she put into organizing the event.

The Board also discussed the work of the volunteers.

Steve Veley was recognized for using his own vehicle and expense to transport the Ben Reno boat for the Historical Society display and for returning it after the event.

The Board approved giving Steve Veley with a **$50 gift certificate** as a thank-you for his assistance.

New Business

Saturday Town Hall Hours

The Supervisor proposed changing the Town's Saturday hours temporarily.

Beginning Saturday August 15th and continuing through approximately the end of September, the Town office would be **open by appointment only on Saturdays**.

The Board discussed the fact that Town staff are available more consistently during the week and that there has been limited traffic at the Town office on Saturdays.

A motion was made by Councilmember Kenyon seconded by Councilmember Haar to amend the Saturday hours accordingly.

All are in favor.

Pavilion and Playground Reservations

The Board discussed establishing a clear written policy for reservations of the Town's playground pavilions.

The Town Clerk explained that reservations are currently recorded in a book, including the date, time, and name of the person making the reservation. Signs are placed on the pavilions indicating that they are reserved.

The Board discussed the importance of having written rules regarding:

- Reservations
- Use of the pavilions
- Cleanup and removal of garbage
- Activities permitted at the pavilions
- Outside play equipment
- Liability concerns

The Board specifically discussed a request involving a **bounce house**. The Town does not want outside inflatable equipment brought onto the property because of liability concerns.

The Board discussed having a reservation form that includes the rules and requires the person reserving the pavilion to sign the form.

The information should also be made available on the Town website.

Lake Association / Water and Sewer Discussion

The Supervisor reported receiving communications from the Lamoka-Waneta Lake association regarding two matters.

One involved the **north end of the canal**.

The second involved a Hunt engineering study concerning portions of the lake and surrounding municipalities, including the Town of Wayne, Tyrone, and Bradford.

The study is related to potential **water and sewer improvements and grant opportunities**.

The group is seeking grant funding, and a Zoom meeting was being discussed.

One concern involved the grant eligibility requirements based on median household income. The Board discussed whether the income figures should be considered for the specific area benefiting from the proposed project rather than the entire Town.

The Supervisor indicated that he was willing to participate in the meeting and raise that question.

The Board also discussed water-quality testing and noted that samples taken from culverts may show higher concentrations than samples taken directly from the lake because of dilution once the water reaches the lake.

Public Comment

The Board opened the floor for public comment.

There were no public comments.

Executive Session

The owners of property 14096 Keuka Village Rd. contacted the Town concerning a dock dispute with their neighbor and related littoral rights. Since this matter will probably trigger a lawsuit against the Town, the Board made a motion to enter an executive session to discuss the dispute and the probability of litigation becoming involved in what appears to be a civil dispute between private landowners.

A motion to adjourn to Executive session was made by Councilmember Kenyon, seconded by Councilmember Haar at 7:01 pm. All are in favor.

A motion to adjourn the Executive session was made by Councilmember Freeman, seconded by Councilmember Kenyon. All are in favor.

A letter will be sent to the owners initiating the request. It will state that the Town will not do a Town Law to address a Civil Dispute.

A motion to adjourn the Board meeting was made by Councilmember Freeman, seconded by Councilmember Kenyon. All are in favor.

The Board meeting adjourned at 7:09 pm.

Respectfully submitted,

Angie Serphillips,

Town Clerk
Town of Wayne