

May 13th, 2025 LaFayette Town Board Meeting Minutes

LaFayette Town Board Meeting held by the LaFayette Town Board on May 13th, 2025 at 6:30 p.m. at the LaFayette Town Hall, 2577 US Route 11 N, LaFayette NY.

Present: William McConnell, Town Supervisor
Melanie Palmer, Town Councilor
Jerry Marzo, Town Councilor
Nate Loughlin, Town Councilor
Carole Dwyer, Councilor

Recording Secretary: Kristin Shute Colburn, Town Clerk

Town Attorney: Jeff Brown

Others Present: Mark Distler, Deputy Town Supervisor
Ralph Lamson, Bldg. & Code Enforcement
Jessica Rice, Library Director
Adrian Shute & Maureen Perrin, Town Justices
Dave Prince, Parks
David Knapp, County Legislator and Family
And other residents

1. Supervisor McConnell called the meeting to order at 6:30 p.m.
2. Town Clerk Kristin Shute Colburn took the roll, All present,
3. The Pledge to our U. S. Flag led by Councilor Dwyer
4. Motion to accept the regular meeting minutes of April 15, 2025

R-70-25 Councilor Loughlin moved and Councilor Palmer seconded the motion to accept the April 15, 2025 Regular Town Board meeting minutes as submitted by Town Clerk Kristin Shute Colburn. Motion carried 5- 0

| | | | |
|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Nate Loughlin | Councilor | Voted | Yes |

5. BOARD ACTION

- A. Dedication of Town Court Room in memory of the Hon. Judge Malcolm W. Knapp
Supervisor McConnell and son David Knapp spoke of Judge Knapp's numerous accomplishments and dedication to his family, and community. A plaque adorning a photograph of Judge Knapp will be placed outside of the court room honoring him.
- B. June 10TH Town Board Meeting Location Change & Building Dedications - a brief discussion took place about changing the location of the regular town board meeting to the newly renovated Community center as it will be dedicated in honor of Ron Bush and the upper level will be dedicated as the J. Roy Dodge Historical Museum. Town Clerk Kristin Shute Colburn was directed to post notification in the local newspaper, post office, town building and on the town website, and social media.

R-71-25 **Councilor Palmer moved and Councilor Marzo seconded the motion to hold the regular June 10th 2025 Town Board meeting at the LaFayette Community Senior Center for building / room dedication purposes and to post such notice in all Town dedicated publications. Motion carried 5- 0**

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Nate Loughlin | Councilor | Voted | Yes |

C. Public Hearing for the Community Development Grant

R-72-25 **Councilor Palmer moved and Councilor Dwyer seconded the motion to open the public hearing at 6:49 pm with regard to the Community Development Block Grant / 5-year plan. Motion carried 5-0.**

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Nate Loughlin | Councilor | Voted | Yes |

Discussion took place regarding the projects to be prioritized for the Community Development Block Grant / 5 yr plan funds. It was determined that for the 2026 fiscal year the priorities will be:

1. The pond bubbler
2. The Creek beds
3. The Community Center exterior and restroom ventilation

R-73-25 **Councilor Loughlin moved and Councilor Palmer seconded the motion to close the public hearing at 7:01 pm with regard to Community Development Block Grant / 5-year plan. Motion carried 5-0.**

| | | | |
|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Nate Loughlin | Councilor | Voted | Yes |

R-74-25 **Councilor Dwyer moved and Councilor Loughlin seconded the motion to approve the Community Development Block Grant / 5 yr plan applications with the amendments discussed. Motion carried 5-0.**

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Nate Loughlin | Councilor | Voted | Yes |

- D. ARPA - Final Fiscal Report - Supervisor McConnell advised that the final ARPA (American Rescue Plan Act) fiscal report was due by the end of 2025. Jim Pompo, the Town accountant completed and submitted the report on behalf of the town.
- E. Board of Elections Polling Place Agreement & Designation of Contacts - Town Clerk Kristin Shute Colburn explained that the LaFayette Fire Dept has opted to no longer serve as a polling location and the Board of Elections reached out to inquire about utilizing the newly renovated Senior Community Center.

R-75-25 Councilor Dwyer moved and Councilor Palmer seconded the motion to authorize Supervisor McConnell to sign the agreement and list himself and Town Clerk Kristin Shute Colburn as points of contact. Motion carried 5-0.

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Nate Loughlin | Councilor | Voted | Yes |

- F. CPIC - Preserving Rural Development Study (Kelly Wypch)
Goal 2 Action #1 Status

Steps:

- a. Define public vistas and critical environmental and agricultural areas (all except critical environmental areas are defined in new CP, see AI 2-10) - DONE
- b. Develop SOW for expert consultant - DONE
- c. Request proposals from expert consultants - DONE
- d. Obtain funding for consultant fee - DONE
- e. Obtain TB authorization to proceed
- f. Establish review committee
- g. Conduct study, present to review committee, develop recommendations for techniques and/or controls
- h. Hold community workshop to learn options and comment on draft recommendations
 - 1. Submit recommendations to Town Board

Proposed Study Scope

| Task 1 - Assessment of our specific town | Task 2 - Draft Report & Presentation | Task 3 - Gather Feedback | Task 4 - Moderated Community Forum | Task 5 - Final Report & Presentation of findings |
|--|--|--|--|---|
| Prepare a brief "Snapshot of the Town" report w/ assessment of existing open space resources, ag lands, ecological resources & public vistas considering long term preservation of these resources | Prepare written "draft" report & in-person presentation of best practice techniques for protecting community open space assets practical applications options for the Town discussion of | Obtain & Review written comments from the Review Committee on the report and presented in Task 2 | With Town approval organize & moderate a community forum to consist of: 1. the presentation outlined in #2 above and 2. a Q & A & discussion of the options & approaches presented | Conduct a final presentation of findings & recommendations to the Town Board at a regularly scheduled meeting, and respond to questions & comments. |

| | | | | |
|--|--|--|---|--|
| | pros & cons for each approach | | | |
| Deliverable: Planning memo w/ GIS map figures, summary of need, existing conditions and objectives. | Deliverables: Draft report and presentation to the Review Committee summarizing findings of Task 2. | | Deliverables: Presentation materials and notes. Final Report to the Implementation Committee summarizing findings of Task 2 with IC and community forum input. | |

Project Cost - \$0 Town Funds

- Consultants funded with \$10k grant received from the County
- LACC and ad hoc committees are Volunteers

Project Timeline

- TBD, but probably 12 months
- Agreement from consultant is already prepared & ready for authorization.
- Grant funding is secured in writing

Some Questions and some Answers

Q. What will the study deliver?

A. Info on best practices and options, how they can be applied here, reports, presentations and communication materials, community forum to support informing residents, recommendations the TB can choose to use (or not.)

Q. Is any recommendation binding?

A. No, it just increases our knowledge about how to preserve rural character.

R-76-25 Councilor Marzo moved and Councilor Dwyer seconded the motion to proceed with the Rural Character Development Study. Motion carried 5-0.

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Nate Loughlin | Councilor | Voted | Yes |

6. COMMUNICATONS FROM THE PUBLIC - 3 MINUTE LIMIT PER SPEAKER

A resident in the Feather Drive area of LaFayette advised that she and her neighbors are concerned about the automatic gun fire at all hours of the day & night that is happening in their area. Supervisor McConnell addressed this by informing the resident and public that law enforcement will likely advise that it is allowed on individual's personal property with the proper distance for other homes/properties. He will do some further investigation and notify people of his findings.

7. REPORTS

A. Departmental

1. Town Supervisor

- a. 2024 Annual Financial Report

R-77-25 Councilor Loughlin moved and Councilor Marzo seconded the motion to accept the 2024 annual financial report as submitted by the accounting firm of F.J. Pompo and associates. Motion carried 5-0.

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Nate Loughlin | Councilor | Voted | Yes |

R-78-25 Councilor Palmer moved and Councilor Dwyer seconded the motion to approve the audit of the 2024 annual financial report as submitted by the accounting firm of F.J. Pompo and associates. Motion carried 5-0.

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Nate Loughlin | Councilor | Voted | Yes |

- b. April Monthly Supervisor report is on file in the Town Clerk's office

2. Attorney

a. Discussion of Battery Storage Local Law - Attorney Jeff Brown inquired with the Town board about drafting a local law or regulation for our Town code with regard to battery storage. Attorney Brown advised that there are two types of battery storage facilities: (1) Large Wind / Solar System (2) Stand Alone Battery Storage facilities. We have a greater ability to regulate the Stand-Alone storage facilities, as NYS regulates the Large Wind / Solar battery storage facilities. Attorney Brown has done some research and been in communication with LACC and our Safety officer regarding this. Code Officer Ralph Lamson suggested that they postpone this for a few months as the State is finally updating NYS Building Code and this may be addressed in that code.

3. Highway

- a. Superintendent's Report - May 2025

Roads: Miscellaneous general maintenance to our roads, shoulders, ditches and culverts will continue through the spring as weather permits. Preparation for summer road work will begin near the end of May.

Brush pick-up began on April 14th and was completed April 22nd. Town clean up days started on Saturday May 3rd and ended Saturday May 10th. Totals of all materials recycled will be in my June report.

Highway Business:

- I would like to ask the Town Board for a resolution to authorize the supervisor to sign the Department of Motor Vehicle Bill of Sale and DMV Title for the sale of: 2016 Western Star 4800SB to the Town of Woodstock for the sum of \$150,000.00. We will receive payment for said vehicle when the Town of Woodstock takes possession at our shop. *

R-79-25 Councilor Palmer moved and Councilor Marzo seconded the motion to authorize Supervisor McConnell to sign the Dept of Motor Vehicle Bill of Sale and DMV Title for the sale of the 2016 Western Star 48005B to the Town of Woodstock Lake. Motion carried 5-0.

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| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Nate Loughlin | Councilor | Voted | Yes |

- I would like to ask the Town Board to accept final bids listed from Auctions International:

All other items listed had no reserve set

Lot # 0006 Three Point Hitch..... (\$ 55.00)

Lot # 0009 (2) Goodyear Tires w/rims. (\$95.00)

Lot # 0010 (2) Continental Tires..... (\$ 320.00)

I would like to ask the Town Board to add all revenues received from said auction to the Highway fund DA 5130.2 Machinery - Equipment for future equipment replacement.

R-80-25 Councilor Dwyer moved and Councilor Loughlin seconded the motion to accept the final bids from Auctions Intern atonal for Lot# 0006 3-point hitch for \$55, Lot# 0009 (2) Goodyear tires w/ rims for \$95 and Lot# 0010 (2) Continental Tires for \$320 and place the revenue into Highway fund DA5130.2 for Machinery /Equipment. Motion carried 5-0.

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Nate Loughlin | Councilor | Voted | Yes |

- Lot # 0001 2009 International 5600i and Lot # 0002 Plow Parts will be re-listed on Auctions International and sent to all highway departments throughout NYS.

4. Town Clerk advised that the April report is the packet for review and on file at the Town Clerk’s office. She also advised that unfortunately she had to postpone the shredding & Medication Drop off event from Saturday, May 10th due to mechanical & staffing problems. And that it has tentatively been re-scheduled for Sat. June 28th.

5. Building & Zoning Code Enforcement/SPDES-. April 2025 Building Permit Report is on file with the Town Clerk’s Office

6. Justice Court - April 2025 Justice Reports

Judge Perrin had 224 cases and turned over \$12,548.00 to the Town of LaFayette for April 2025.

Judge Shute had 173 cases and turned over \$8,692.00 to the Town of LaFayette for April 2025

7. Library Director -Written report is on file in the Town Clerk's Office

8. LCC - Written report is on file in the Town Clerk's Office.

9. LaFayette Fire emailed report is on file with the Town Clerk's Office/ Ambulance Department - No report was submitted

10. Safety Report - Written report is on file in the Town Clerk's Office

B. Committee Reports

1. LACC - Written report is on file in the Town Clerk's Office

8. Executive Session - Not required at this meeting

9. NEW BUSINESS - No new business to discuss.

10 Motion to audit & pay bills

R-81-25 Councilor Loughlin moved and Councilor Marzo seconded the motion to audit & pay bills. Motion carried 5 - 0

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Nate Loughlin | Councilor | Voted | Yes |

11. Motion to adjourn

R-82-25 Supervisor McConnell moved and Councilor Palmer seconded the motion to adjourn at 7:32 pm. Motion carried 5-0

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|--------------------------|-------------------|--------------|------------|
| William McConnell | Supervisor | Voted | Yes |
| Melanie Palmer | Councilor | Voted | Yes |
| Jerry Marzo | Councilor | Voted | Yes |
| Carole Dwyer | Councilor | Voted | Yes |
| Nate Loughlin | Councilor | Voted | Yes |

The Town Board Meeting was adjourned at 7:32 p. m.

Respectfully submitted,

Kristin Shute Colburn
Town Clerk