

## September 9, 2025 LaFayette Town Board Meeting Minutes

LaFayette Town Board Meeting held on September 9<sup>th</sup>, 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, Town Councilor

Recording Secretary: Kristin Shute Colburn, Town Clerk  
Town Attorney: Jeff Brown

Others Present: Sue Marzo, Information Officer  
Ralph Lamson, Bldg. & Code Enforcement  
Jessica Rice, Library Director  
Jay Erickson, Fire Dept  
Stephen Pitoniak, Safety Officer  
And other residents

1. Supervisor McConnell called the meeting to order at 6:30 pm.
2. Town Clerk Kristin Shute Colburn took the roll, All Present.
3. Pledge to our U. S. Flag was led by Supervisor McConnell
4. Motion to accept the regular meeting minutes of August 12, 2025

**R-112-25 Councilor Loughlin moved and Councilor Palmer seconded the motion to accept the August 12, 2025 Regular Town Board meeting minutes as submitted by Town Clerk Kristin Shute Colburn. Motion carried 5- 0**

<b>William McConnell</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes</b>
<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Nate Loughlin</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

### 5. BOARD ACTION

- A. Town Board Approval of New LaFayette Fire Department Members Marcin Marchewka & Michael Karam

**R-113-25 Councilor Loughlin moved and Councilor Marzo seconded the motion to approve new LaFayette Fire Department members Marcin Marchewka and Michael Klaram. Motion carried 5 -0**

<b>William McConnell</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes</b>
<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Nate Loughlin</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

- B. LaFayette Fire District Formation Request - Attorney Jeff Brown explained that he has had no recent communication with the LFD attorney.
- C. 2025 Apple Festival Mass Gathering Permit - Supervisor McConnell advised of some upgrades made to the Apple Festival grounds like improved Wi-Fi, pre-sale tickets through Eventbrite and better signage to help with traffic congestion.

**R-114-25 Councilor Dwyer moved and Councilor Palmer seconded the motion to approve the public assembly permit for the 52<sup>nd</sup> Annual Apple Festival. Motion carried 5-0.**

<b>William McConnell</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes</b>
<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Nate Loughlin</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

- D. Secure Scan Proposal for LaFayette Town Court - Judge Adrian Shute informed the Town Board of a secure plan for digitizing court records, and the implementation of a court document scanning system pending JCAP grant approval. The cost would be \$30,000 and fully funded through the JCAP grant program, which would involve scanning existing documents and implementing an electronic filing system. The vendor is pre-approved through procurement and has a good track record with other courts, including some large ones in Westchester and Albany. The project would require Town Board approval and a purchase order, with funding contingent on receiving the JCAP grant, which typically becomes available in June. The system would include an extra hard drive with cloud backup for storage, and new documents would be scanned using a scanner also provided by JCAP.

**R-115-25 Councilor Loughlin moved and Councilor Marzo seconded the motion to approve the Secure Scan Proposal pending JCAP Grant approval. Motion carried 5-0.**

<b>William McConnell</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes</b>
<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Nate Loughlin</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

- E. Engagement Letter from wind Attorney - The Town Board discussed engaging Attorney Ben Wisniewski for expert representation during the pre-application phase of the wind generator project, with a proposal for two \$10,000 fee caps. The Town Board learned that the developer is likely to submit its permit application before year-end, requiring a public meeting with the Town Board. Supervisor McConnell informed the school superintendent about potential use of the auditorium for this hearing. The Board noted that while towns have limited ability to stop such projects,

having expert legal representation during the pre-application phase could help minimize impacts and ensure compliance with new, more stringent laws.

**R-116-25 Supervisor McConnell moved and Councilor Palmer seconded the motion to accept the engagement letter with Attorney Wisniewski to address wind turbine issues with two \$10,000 fee caps. Motion carried 5-0.**

<b>William McConnell</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes</b>
<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Nate Loughlin</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

COMMUNICATONS FROM THE PUBLIC - 3 MINUTE LIMIT PER SPEAKER -

- One resident inquired about the news link on the Town’s website and who determines what is on it - Information Officer Sue Marzo informed that it comes from Syracuse.com

7. REPORTS

A. Departmental

1. Town Supervisor - Town Accountant Jim Pompo reported via email of some points of interest or the month of August.

- The Town is now “gold certified” with New York State & Local Retirement System. The state pension system transitioned to a new, enhanced payroll and contribution reporting system a couple of years ago. After several months of work with the state, we’ve finally completed the conversion process.
- The reimbursement from NYSDOT for the Clark Hollow project has been submitted after several weeks of delays on NYSDOT’s part. Reimbursement of about \$68,000 should be coming in any day now.
- The Town has about \$21,000 of additional unreimbursed expenses for Clark Hollow that I am waiting to submit for reimbursement until more expense come in due to the time it takes to prepare and submit the forms.
- No budget transfers are required at this time. I expect there will be several between now and the end of the year. There remains about \$25k in the contingency that we can draw upon.
- NYCLASS interest was \$8,456 last month; year-to-date is now up to \$72,094.

2. Attorney - Attorney Brown explained that municipalities should pass a Local Law if there is any possibility that the local government will exceed the 2% tax cap limit. It is a preventative measure more than anything to ensure that the Town is not in violation of New York State Law.

**R-117-25 Councilor Palmer moved and Councilor Marzo seconded the motion to set the public hearing for October 14, 2025 for Local Law 5-2025 to override the tax levy limit. Motion carried 5-0.**

<b>William McConnell</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes</b>
<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Nate Loughlin</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

3. Highway Superintendent's Report is on file
4. Town Clerk Report for August 2025 in on file.
5. Building & Zoning Code Enforcement/SPDES - August 2025 Building Permit Report is on file in the clerk's office.
6. Justice Court - August 2025 Justice Reports
  - Judge Perrin had 143 cases and turned over \$15,203.00 to the Town of LaFayette for August 2025.
  - Judge Shute had 154 cases and turned over \$12,622.00 to the Town of LaFayette for August 2025
7. Library Director -Written report is on file in the clerk's office
8. LCC -Report is on file
9. LaFayette Fire / Ambulance Department - No report submitted by the Ambulance Dept. or the Fire Dept.
10. Safety Written Report is on file in the clerk's office

B. Committee Reports

1. LACC - No report submitted
8. Executive Session - Not required at this time.
9. NEW BUSINESS - No New Business
- 10 Motion to audit & pay bills

**R-118-25 Councilor Palmer moved and Councilor Loughlin seconded the motion to audit & pay bills. Motion carried 5 - 0**

<b>William McConnell</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes</b>
<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Nate Loughlin</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

11. Motion to adjourn

**R-119-25 Councilor Palmer moved and Councilor Marzo seconded the motion to adjourn at 7:19 pm. Motion carried 5-0**

<b>William McConnell</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes</b>
<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Nate Loughlin</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

The Town Board Meeting was adjourned at 7:19p.m.

Respectfully submitted,

Kristin Shute Colburn, Town Clerk