

The regular monthly Town Board meeting of the Town of Potter held Wednesday June 11, 2025 at the Potter Town Hall was called to order by Lewis at 7:00 p.m.

PRESENT: **Larry Lewis, Town Supervisor**
 Brian Bootes, Councilperson
 Chris Mumby, Councilperson
 Paul Moberg, Councilperson
 Ed Gilman, Councilperson

OTHERS: Deb Adams – Deputy Town Clerk
 Tim Pagel – Code Enforcement
 Deb Huff-Tober – Court Justice
 Ed Brockman - Attorney
 Angela Lafler – Zoning Clerk
 Steve Vaughan – Deputy Highway Superintendent
 Deb Huff-Tober – Town Justice
 Ann Niver – 2nd Deputy Clerk
 Terry Button – County Legislator

The meeting was opened with the Pledge of Allegiance at 7:00 p.m.

Lewis opened with Public Hearing for the following:

Mumby asked for a motion to open the Public Hearing for Proposed LL amending the Residency Requirements for the Appointive Office of the Town Clerk for the Town of Potter, at 7:01 PM, seconded by Gilman.

Mumby – aye, Gilman – aye, Lewis – aye, Bootes – aye, Moberg - aye
Motion carried

Lewis asked if any questions or comments by the public. County Legislator Terry Button asked if there was a mileage limit on this – Brockman stated specific to Yates and Ontario County. There were no further comments

Moberg asked to close the Public Hearing at 7:04 PM, seconded by Mumby.
Mumby – aye, Gilman – aye, Lewis – aye, Bootes – aye, Moberg - aye
Motion carried

Bootes asked for a motion to open the Public Hearing for Proposed LL amending the Residency Requirements for Appointive Office of Superintendent of Highways for the Town of Potter at 7:05 PM, seconded by Gilman.

Mumby – aye, Gilman – aye, Lewis – aye, Bootes – aye, Moberg - aye
Motion carried

Lewis asked if any questions or comments by the public. There were no comments or questions.

Moberg asked to close the Public Hearing at 7:06 PM, seconded by Bootes.
Mumby – aye, Gilman – aye, Lewis – aye, Bootes – aye, Moberg - aye
Motion carried

Resolutions adopted as follows as per Lewis:

Moberg asked for a motion to adopt **Resolution #12-2025**, Adoption of the LL Amending the Residency Requirements for the Appointive Office of Town Clerk of the Town of Potter, seconded by Gilman

Mumby – aye, Gilman – aye, Lewis – aye, Bootes – aye, Moberg - aye
Motion carried

Bootes asked for a motion to adopt **Resolution #13-2025**, Adoption of the LL Amending the Residency Requirements for the Appointive Office of Highway Superintendent of the Town of Potter. seconded by Gilman.

Mumby – aye, Gilman – aye, Lewis – aye, Bootes – aye, Moberg - aye
Motion carried

Motions made

Lewis asked for a motion to approve, accepted by Moberg, seconded by Bootes, to approve the following reports: Supervisor, Town Clerk, Code Enforcement Officer, Highway Superintendent.

Mumby – aye, Gilman – aye, Lewis – aye, Bootes – aye, Moberg - aye
Motion carried

Lewis asked for a motion to approve the May 14, 2025 Town Board Minutes and the May 1, 2025 Zoning Board minutes, accepted by Bootes, seconded by Moberg.

Mumby – aye, Gilman – aye, Lewis – aye, Bootes – aye, Moberg - aye
Motion carried

Lewis asked for a motion to approve, accepted by Bootes, seconded by Moberg, the general fund claims # 124 – 145 totaling \$7,538.79 and highway fund claims # 77 – 97 totaling \$30,780.58 and insurance fund claims # 7 totaling \$422.75.

Gilman - aye, Mumby -aye, Lewis - aye, Bootes – aye, Moberg – aye.
Motion Carried

Town Clerk – Deborah Adams

- Need Resolution for Laser Fiche retraction per Elizabeth Cromheecke so that the County can reallocate the funding and equipment.

Bootes asked for a motion to opt out of Laserfische grant from Yates County, seconded by Moberg.

Mumby – aye, Gilman – aye, Lewis – aye, Bootes – aye, Moberg – aye
Motion carried

Lewis asked if any questions or comments. Deb Huff- Tober asked the reason we are opting out. Adams stated that it repetitious of what we already do – a lot of extra work that really would not benefit the Town of Potter's needs. Lewis stated that it works for the larger towns that have water districts, etc. Button added that it would also give the County the right to tell us how to run things. Bootes added that there were also be fees for this every year that we would not have control of.

- Adams stated that the Town website is ready to go live on our end, but am still waiting on the .gov domain – when I checked it is still “in process/pending”. Deb Craig Town Clerk of Italy had mentioned that this seems to be a slow go with several towns in the area as well – will update as it progresses.

- Adams mentioned Bay Landscape and the mulching/weeding. No weeding by entrance door, etc. Lewis and Bootes and Moberg mentioned that last year was special requesting that and we paid extra. (Adams was not aware of that) Lewis stated to go ahead and ask to have this done.
- Need a motion to change my name from Adams to Howard? Brockman stated ok to do a motion.

Moberg asked for a motion to change the Deputy Town Clerk's name (through marriage) from Deb Adams to Deb Howard, seconded by Mumby.

Mumby – aye, Gilman – aye, Lewis – aye, Bootes – aye, Moberg – aye

Motion carried

- Adams mentioned that had gone on line to see if there are any grants available for cemetery maintenance in our area. (follow up from last month's meeting regarding Patti Bootes presenting a resident that has a partial cemetery on her property that is in need of care) Adams found there are some available through NYS (see attachment) Brockman commended Adams for looking into this – Adams gave Brockman the link and information so we can investigate further.

Town Justice – Deb Huff-Tober

- Emergency buttons in both Justice Office and Clerk office have been installed. Our old cameras were not compatible with the new installation. Covert changed the cameras at no charge.

Zoning Board – Angela Lafler

- Last week the Zoning Board had reviewed the Comp Plan updates and changes that the Town Board had added. Zoning accepted and updated. Lewis asked if the Town Board could review the changes – Lafler will send via email to Adams to forward to Board members and Brockman.
- Brockman stated there will have to be a SEQR and Public Hearing (he will do) process is almost the same as adopting a Local Law.

County Legislator – Terry Button

- Archie Moore WWII vet was recognized
- Next month there will be 31 residence hooked up to broadband.
- Next County meeting (Public Hearing)there will be changes in the Occupancy Law
- Hazard Waste drop will be available at Yates County Fairgrounds in September, will update us with date.
- County passed Resolution to go into agreement with a company for plans on building a new jail. There are some opposition to this. Deb Huff-Tober asked why this is needed. Brockman stated that the current facility does not comply with standard requirements. There was some discussion that followed regarding pros and cons.

Code Enforcement – Tim Pagel

- More buildings/houses going up – have had 8-9 just since the beginning of 2025.

Deputy Highway Superintendent- Steve Vaughan

- Working on Fitch Road – will oil and stone at a later date.
- Ditching
- Mower tractor is back from servicing.
- Picked up a used wing for truck for less than \$600 -
- Put a bid in on 2023 Western Star truck for \$121,000 – they were hoping to get \$200,000 will see what happens with this.
- Few limbs down due to storms, doing some cleanup on that.
- Also discussed how Mennonites driving their steel wheeled tractors on roads and digging up. Comments followed as to possibly fines and/or regulations that they are not to use that equipment on main roads.

Attorney – Ed Brockman

- Follow up on UI demand/warrant letter received back in February 2025. This is still not resolved – will follow up at next meeting if any updates.
- Annexation – process in NYS Law which they call territory division. In this case Keuka Housing owns a piece of land that borders the Town of Potter and Village of Rushville. Main issue is that Town of Potter is more strict on zoning issues.
- Process has started by property owner. SEQR will be required within 90 days if Town Board decides to be lead agency. Public Hearing will be needed as well. Scheduled Public Hearing will be July 17, 2025 at the Rushville Fire Hall at 7:00PM. Minutes will need to be taken – Adams will be attending.
- Brockman also added that if one Board approves and the other opposes it would have to go to court.

Bootes asked for a motion to adopt **Resolution #11-2025**, Adoption of Petition by Keuka Housing Council, Inc. for Annexation of Two Parcels of Territory into the Village of Rushville, seconded by Moberg.

Mumby – aye, Gilman – aye, Lewis – aye, Bootes – aye, Moberg - aye

Motion carried

Councilperson – Chris Mumby

- Updates to park discussed.
- Deb Huff –Tober asked if there will be alcohol etc allowed. Mumby stated that some surrounding towns do have limitations with a permit. For a special event could do the same for our park.
- Brockman stated that eventually will have some issues with rules. No one there to regulate.
- Deb Huff-Tober said that say for instance there is a fight at the park, County and State Police would get involved.
- Mumby stated between now and next meeting will come up with ideas regarding this.

Moberg asked for a motion to adjourn the meeting at 8:50 PM, seconded by Gilman.

Mumby – aye, Gilman – aye, Lewis – aye, Bootes – aye, Moberg – aye.

Motion carried

The next regular meeting will be held at the Potter Town Hall on Wednesday July 9, 2025 at 7:00 PM.

File TB Minutes/Documents tbm0625.docx

