

Town of Catlin
Regular Board Meeting Minutes
May 14, 2026

Meeting called to order at 7:00pm by Supervisor LaVerne Phelps.

ROLLCALL: BM: Mike Koval, Ron Moshier, Bill Collier, Supervisor LaVerne Phelps, Attorney Mustico

Motion made by Phelps; 2nd by Collier excusing Craig Christiansen from the meeting.
CARRIED: ALL

Pledge of Allegiance and Moment of Silence

Minutes:

Motion made by Collier; 2nd by Koval accepting Town Clerk's minutes for April 9, 2026, into records as submitted.
CARRIED: ALL

Correspondence:

- NYMIR Risk Management sent notification that they will conduct a property review on May 19, 2026.
- Elmira Animal Control sent the contract renewal for May 1, 2026 to April 30, 2027.
- Barton & Loguidice sent an Engineering Study with recommendations for the Beaver Valley Water System.

Motion made by Moshier; 2nd by Collier to receive and place on file all correspondence for further action if required.
CARRIED: ALL

Departmental Reports:

Reports submitted by Highway Superintendent, Supervisor, Town Clerk, Code Enforcement Officer, Animal Control, and Sheriff.

- Supervisor – worked on personnel issues.

Motion made by Collier; 2nd by Moshier to receive and place on file all departmental reports for further action if required.
CARRIED: ALL

Abstracts:

Motion for **Resolution 26-57** was made by Phelps; 2nd by Collier approving May 14, 2026, Abstract #5 vouchers for payment: General vouchers 72-92: \$8,467.39; Highway vouchers 51-65: \$47,333.64; BV Light District vouchers 7-9: \$362.99; and BV Water District vouchers 28-38: \$1,4556.21; for a total of \$70,720.23.

CARRIED

AYES: Koval, Moshier, Collier

NAYES: None

Beaver Valley Water District:

- Barton & Loguidice have completed their preliminary engineering report.
 - Supervisor Phelps explained the alternatives offered in the engineering report.
 - Alternative No. 1 appears to be the best option and is the Alternative that Barton & Loguidice recommend.
- Plan to adjourn tonight's meeting until Thursday May 21, 2026, at 2pm at which time Barton & Loguidice will be available to explain the preliminary engineering report and to answer any questions.

Motion for **Resolution 26-58** was made by Phelps; 2nd by Collier to accept Barton & Loguidice Preliminary Engineering Report Alternative No. 1 for an estimated cost of \$3,469,000.00.

CARRIED

AYES: Koval, Moshier, Collier

NAYES: None

Old Business:

None presented

New Business:

- Russel Breon was hired to work at the highway department as an operator 1 for \$23.50 per hour.
- Radha Harrilal hired to work at the town hall as a custodian for \$20.00 per hour. Plan to work 3 hours every other week.
- Nick Lewis-Nolton hired to work as a code officer for 10 hours per week at \$12,500 per year. Mr. Lewis-Nolton would handle property maintenance. Martin Jerzak would handle construction. Mr. Lewis-Nolton presented his qualifications.
- Donald Boom mowing contract for 2026 is \$4986.05. Both his worker's compensation and the price of gas have gone up.

- Rename the pumphouse road from 59 Beaver Ave to Russell Lucas Lane with a new 911 number. Russell Lucas was the BVWD water operator for many years and recently passed away. General discussion on renaming the road.
- Amend Local Law 3 of 2012 Article IV Section 3 to allow alternatives to serve on Planning Board and Zoning Board of Appeals. Also found Local Law 3 of 2008, which is the same, but apparently was not filed with NY State. General discussion on number of alternates needed to fill this roll.
- Dog Licensing Renewals now have an option to donate to local animal shelter. New York State passed a law in September of 2025 for this purpose. We use Elmira Animal Shelter and would like to donate those funds to the Elmira Animal Shelter through City of Elmira.
- City of Elmira Animal Services Contract renews May 1, 2026 thru April 30, 2027. Same cost as last year.

Hearing of the Public:

Opened: 7:51pm

Alex Pastrick, Fire Chief of Tompkins Corners Volunteer Fire Department, 422 Chambers Rd., spoke about the tax credit being offered with the goal being to help retain volunteer firefighters. NYS legislation has passed NYS Assembly and is currently in NYS Legislature that would offer \$800 income tax credit to volunteer firefighters. Mr. Pastrick will speak with Supervisor Phelps later to see how Tompkins Corners volunteer firefighters can use this tax credit on town taxes. Possibly have Tompkins Corners volunteer firefighters not pay their portion of the Tompkins Corners Fire District Tax on their annual property taxes. This legislation would allow volunteer firefighters to use both the income tax credit and property tax credit.

Closed: 7:55pm

Resolutions:

Motion for **Resolution 26-59** was made by Collier; 2nd by Moshier hereby appointing Russell Breon as an Operator 1 for the Town of Catlin Highway Department at \$23.50 per hour.

CARRIED:

AYES: Koval, Moshier, Collier

NAYES: None

Motion for **Resolution 26-60** was made by Phelps; 2nd by Koval hereby appointing Radha Harrilal as the Town Hall Custodian at \$20.00 per hour.

CARRIED:

AYES: Koval, Moshier, Collier

NAYES: None

Motion for **Resolution 26-61** was made by Phelps; 2nd by Collier hereby appointing Nick Lewis-Nolton as a Code Enforcement Officer at \$12,500 per year.

CARRIED:

AYES: Koval, Moshier, Collier

NAYES: None

Motion for **Resolution 26-62** was made by Phelps; 2nd by Moshier hereby authorizing Supervisor Phelps to enter into agreement with Donald Boom for cemetery mowing and maintenance as follows:

1. The Town hereby purchases mowing, trimming and cleaning services from PROVIDER for \$997.21 per month (\$4986.05 per year) upon each mowing, trimming and cleaning and PROVIDER agrees to perform such services.
2. The services are to be provided to each of the cemeteries 2(two) times per calendar month for the months of May, June, July, August and September, weather permitting.
3. PROVIDER shall be responsible for determining the method of accomplishing the above services and for providing the equipment and tools necessary for accomplishing the services.
4. The PROVIDER shall be paid upon the completion of mowing, trimming and cleaning conditioned by submitting a voucher for payment. The voucher shall be turned in to the Town Clerk no later than 1:00pm the Thursday before the monthly Board meeting.
5. The relationship of the PROVIDER to the TOWN shall be that of an independent contractor. The PROVIDER in accordance with his/her status of an independent contractor agrees that he/she will neither hold him/herself out as nor claim to be an officer or employee of the TOWN and that he/she will not make any claim, demand, or application to or for any right or privilege applicable to an officer or employee of the TOWN including, but, not limited to Worker's Compensation coverage, unemployment insurance benefits, social security coverage, or retirement membership credits.

CARRIED

AYES: Koval, Moshier, Collier

NAYES: None

Motion for **Resolution 26-63** was made by Koval; 2nd by Collier hereby renaming 59 Beaver Avenue to Russell Lucas Lane.

CARRIED

AYES: Koval, Moshier, Collier

NAYES: None

Motion for **Resolution 26-64** was made by Phelps; 2nd by Collier hereby sets a Public Hearing for Local Law 1 of 2026. "A Local Law Amending Local Law 3 of 2012 - Alternate Planning Board and Zoning Board of Appeals Members Act of the Town of Catlin". The public hearing will be held at the Town Hall on June 11, 2026 at 7pm.

CARRIED:

AYES: Koval, Moshier, Collier

NAYES: None

Motion for **Resolution 26-65** was made by Collier; 2nd by Moshier hereby authorizing Supervisor Phelps to pay to City of Elmira in care of Elmira Animal Shelter any money donated to the Elmira Animal Shelter from Dog License Donations.

CARRIED:

AYES: Koval, Moshier, Collier

NAYES: None

Motion for **Resolution 26-66** was made by Collier; 2nd by Koval hereby authorizing Supervisor LaVerne Phelps to sign an Inter-Municipal Agreement between the City of Elmira and the Town of Catlin for Animal Control Services as needed at the cost of \$9,792.00 annually to be paid to the City of Elmira in monthly installments of \$816.00 commencing May 1, 2026, and expiring on April 30, 2027.

CARRIED:

AYES: Koval, Moshier, Collier

NAYES: None

Motion was made by Phelps; 2nd by Collier at 7:59pm adjourning the meeting until 2:00pm on Thursday May 21, 2026.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

Town of Catlin
Continuation of May 14, 2026 Board Meeting Minutes
May 21, 2026

Meeting resumed and called to order at 2:00pm by Supervisor LaVerne Phelps.

Presentation:

Barton & Loguidice engineers, Macie Watson and Ian Yerdon presented on the Preliminary Engineering Report that they submitted to the Town of Catlin week before for the Beaver Valley Water District Improvements Project.

- Discussed various issues the BVWD is currently experiencing.
- Some questions were discussed.
- Went over the Distribution Alternatives that they proposed in the Preliminary Engineering Report as well as Treatment Alternatives.
- Went over the recommended Alternative, which is Distribution Alternative 1 for an approximate cost of \$3,469,000.
 - Replace all current 6-inch cement asbestos mains with 8-inch PVC mains.
 - Cement asbestos pipes will be abandoned in place.
 - This will not increase pressure.
 - Replacement of all hydrants and valves.
 - We can keep any old hydrants in good condition.
 - Replacement of all water services from main to curb stop.
 - This project will not leave the right of way on private property.
 - The property owner would be responsible for changing any lines from the main to their home.
- Distribution Alternative 2 for an approximate cost of \$1,240,000.
 - Replace water main and hydrant on Moreland Drive.
 - Replace all water services and curb stops in system.
 - Replace water main to nearest factory joint.
 - Risks of asbestos entering the water system
- Treatment Alternative 1 (Greensand Treatment) for an approximate cost of \$2,339,000.
 - Greensand Filtration Skid.
 - Would help with grey water due to manganese and iron.
 - BVWD water testing does not show a need for this which would disqualify grant funding. It would be for aesthetics only.
 - Addition to Well Building to accommodate treatment equipment.
 - Filter backwash disposal system (sand filter treatment system).
- Questions answered about the possibility of grey water persisting after the public portion of the mains are replaced. Property owners may need to mediate by flushing or replacing their service lines on the private side.
- Hydrant and Valve Replacement for an approximate cost of \$172,000.
 - Replace all system hydrants & valves not included in Distribution Alternate 2.

- Covered costs and time schedule
- Town of Catlin had already voted to accept Distribution Alternative 1 at May 14, 2026 Board Meeting.
 - The scope of the project can be reduced in the future but cannot be increased.
- Discussed grant options for a \$3,4690,000 and the process and possibilities of those grants. One of the grant applications will be due May 29, 2026. Another grant application will be due in September 2026.
- Discussed potential funding scenarios per customer in the BVWD.
- NYS Comptroller has stated the NYS average water usage is \$1213.00. The BVWD has an average water usage cost of just over \$600.00. BVWD residents pay much less than NYS average. This can impact funding.
- Becky Simms from RCAP spoke about our project and her perspective on potential funding.
 - This will not be 100%-grant funded.
 - BVWD may need to fund up to 30% of the project.
 - BVWD can reapply for grants again next year if not approved this year.
- Discussed timeline for project.
 - Need to adopt resolution on June 11, 2026 declaring we are lead agency for this project.
 - Send out SEQR
 - In 30 days after SEQR, we need to adopt a resolution stating no environmental impact.
 - Will need to apply for a Bond for full funding of the project at August meeting.
- Distribution Alternative 1 will include Chlorine Monitoring Equipment.
- All road repairs are part of restoration costs and are included.
- Becky Simms asked questions about scoring for grant applications.
- Barton & Loguidice received Resolution 26-58 from the Town of Catlin accepting Distribution Alternative 1.

Motion for **Resolution 26-67** made by Collier, 2nd by Moshier hereby setting the new pay for custodians as \$20.00 per hour.

CARRIED

YAYS: Koval, Moshier, Collier

NAYES: None

General discussion ensued on the BVWD Improvement Project to this point. Concerns persist on the possibility of continuation of grey water after the Improvement Project is complete and how this might be dealt with.

Motion was made by Phelps; 2nd by Collier at 7:59pm adjourning the meeting at 3:47pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 26-57

May 14, 2026

By: LaVerne Phelps

2nd by: Bill Collier

ABSTRACTS

RESOLVED, the Town Board of the Town of Catlin hereby approved submitted May 14, 2026, Abstract #5 vouchers for payment: General vouchers 72-92: \$8,467.39; Highway vouchers 51-65: \$47,333.64; BV Light District vouchers 7-9: \$362.99; and BV Water District vouchers 28-38: \$1,4556.21; for a total of \$70,720.23.

CARRIED

AYES: Koval, Moshier, Collier

NAYES: None

RESOLUTION 26-58

May 14, 2026

By: LaVerne Phelps

2nd by: Bill Collier

Barton & Loguidice Preliminary Engineering Report Beaver Valley Water District Improvements Accepting Alternative #1 – Full Distribution System Replacement

WHEREAS, The Town of Catlin Beaver Valley Water District Improvements Project is being advanced to address aging infrastructure within the Town's water system. The Beaver Valley Water District currently consists entirely of aging, asbestos cement water main that has reached the end of its useful life. While the system has historically experienced few leaks; the Town has seen an increase in service line failures over the past year, and several hydrants have exhibited operational issues, including leakage. In addition, portions of the existing distribution system are outdated and include shallow buried water main that has experienced freezing issues during winter conditions. These issues have prompted the Town to evaluate improvements to the water system. And,

WHEREAS, As part of this study, B&L evaluated alternatives related to both distribution system improvements and additional water treatment. The study also evaluated the addition of greensand filtration for iron and manganese treatment at the existing well site, including construction of a building addition and installation of an onsite backwash disposal system. And,

WHEREAS, The recommended alternative includes full replacement of all existing water main, hydrants, and valves within the distribution system. A full system replacement was determined to be more practical than phased or piecemeal replacement due to the age of the infrastructure and the challenges associated with repeatedly repairing or replacing isolated sections of AC water main. This approach allows the Town to address system-wide infrastructure needs in a single coordinated project and reconstruct the system to current standards, including installation of water main below the frost line in areas where freezing has occurred. The recommended project does not include greensand filtration because iron and manganese levels are currently being effectively managed through the Town's existing chlorination and polyphosphate treatment regimen and remain within regulatory limits. Because of this, additional infrastructure and operation requirements associated with greensand filtration were not justified. And,

WHEREAS, The total estimated cost for the recommended project is \$3,469,000. The Town recognizes the importance of maintaining affordable water rates for its residents and is actively pursuing funding

through the New York State Drinking Water State Revolving Fund (DWSRF), Water Infrastructure Improvement Act (WIIA), Community Development Block Grant (CDBG), and USDA-RD Water and Waste Disposal funding programs. To make the project affordable from a funding agency perspective, the Town anticipates requiring up to \$2.5 million in grant funding. With this necessary grant funding, a preliminary plan of finance suggests a first-year user cost of \$712. The Town of Catlin is committed to collaborating with funding and regulatory agencies to secure necessary funding and ensure that the project moves forward. And,

WHEREAS, The recommended alternative is Alternative 1, which consists of full replacement of the Town's existing water distribution system, including all water main, hydrants, and valves. This alternative was selected based on the age and condition of the existing infrastructure, which is primarily AC pipe, and the Town's long-term objective to maintain a reliable and serviceable system. A system-wide replacement provides a coordinated construction approach and avoids the inefficiencies associated with spot repairs or partial replacements, which would continue to disturb adjacent aging infrastructure over time. It also allows the system to be reconstructed to current standards in a single effort. Therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby accepted Barton & Loguidice Preliminary Engineering Report Alternative No. 1, for an estimated cost of \$3,469,000.00.

CARRIED

AYES: Koval, Moshier, Collier

NAYES: None

RESOLUTION 26-59

May 14, 2026

By: Bill Collier

2nd by: Ron Moshier

HIGHWAY DEPARTMENT OPERATOR 1 APPOINTED

WHEREAS, the Highway Department has had a position vacated, and

WHEREAS, Russell Breon has applied for that position, therefore be it

RESOLVED, The Town Board of the Town of Catlin does hereby appoint Russell Breon as an Operator 1 at \$23.50 per hour.

CARRIED:

AYES: Koval, Moshier, Collier

NOES: None

RESOLUTION 26-60

May 14, 2026

By: LaVerne Phelps

2nd by: Mike Koval

TOWN HALL CLEANER APPOINTED

WHEREAS, the Town Hall Cleaner position has been vacated, and

WHEREAS, Radha Harrilal has applied for that position, therefore be it

RESOLVED, The Town Board of the Town of Catlin does hereby appoint Radha Harrilal as Town Hall Cleaner to clean every other week at \$20.00 per hour.

CARRIED:

AYES: Koval, Moshier, Collier

NOES: None

RESOLUTION 26-61

May 14, 2026

By: Bill Collier

2nd by: Ron Moshier

CODE ENFORCEMENT OFFICER APPOINTED

WHEREAS, the current Code Enforcement Officer, Martin Jerzak, has needed to reduce his hours, and

WHEREAS, Nick Lewis-Nolton has applied for that position to fill the available hours, therefore be it

RESOLVED, The Town Board of the Town of Catlin does hereby appoint Nick Lewis-Nolton as Code Enforcement Officer for 10 hours per week at \$12,500.00 per year.

CARRIED:

AYES: Koval, Moshier, Collier

NOES: None

RESOLUTION 26-62

May 14, 2026

By: LaVerne Phelps

2nd by: Ron Moshier

2026 CEMETERY MAINTENANCE AGREEMENT

WHEREAS, the Town desires to purchase services for the mowing, trimming and cleaning of Post Creek Cemetery, South School Cemetery and Savory Cemetery and the Provider desires to perform and provide such services, and the parties agree to contract with each other as independent contractors.

NOW, THEREFORE BE IT, RESOLVED, the parties agree as follows:

1. The Town hereby purchases mowing, trimming and cleaning services from PROVIDER for \$997.21 per month (\$4986.05 per year) upon each mowing, trimming and cleaning and PROVIDER agrees to perform such services.
2. The services are to be provided to each of the cemeteries 2(two) times per calendar month for the months of May, June, July, August and September, weather permitting.
3. PROVIDER shall be responsible for determining the method of accomplishing the above services and for providing the equipment and tools necessary for accomplishing the services.

4. The PROVIDER shall be paid upon the completion of mowing, trimming and cleaning conditioned by submitting a voucher for payment. The voucher shall be turned in to the Town Clerk no later than 1:00pm the Thursday before the monthly Board meeting.
5. The relationship of the PROVIDER to the TOWN shall be that of an independent contractor. The PROVIDER in accordance with his/her status of an independent contractor agrees that he/she will neither hold him/herself out as nor claim to be an officer or employee of the TOWN and that he/she will not make any claim, demand, or application to or for any right or privilege applicable to an officer or employee of the TOWN including, but, not limited to Worker's Compensation coverage, unemployment insurance benefits, social security coverage, or retirement membership credits.

CARRIED

AYES: Koval, Moshier, Collier

NAYES: None

RESOLUTION 26-63

May 14, 2026

By: LaVerne Phelps

2nd by: Ron Moshier

RENAME 59 BEAVER AVENUE TO RUSSELL LUCAS LANE

WHEREAS, Russell Lucas was a long-time Beaver Valley Water Department Water Operator, and

WHEREAS, Russell Lucas passed away on May 3, 2026, and

WHEREAS, the Beaver Valley Water Department would like to honor the memory of Russell Lucas, therefore be it

RESOLVED, The Town Board of the Town of Catlin does hereby rename 59 Beaver Avenue to Russell Lucas Lane.

CARRIED

AYES: Koval, Moshier, Collier

NAYES: None

RESOLUTION 26-64

May 14, 2026

By: LaVerne Phelps

2nd by: Bill Collier

PUBLIC HEARING LOCAL LAW 1 OF 2026

ALTERNATE PLANNING BOARD AND ZONING BOARD OF APPEALS MEMBERS AMENDING LOCAL LAW 3 OF 2012

WHEREAS, The Town Board of the Town of Catlin hereby wishes to establish a pool of alternate members who may be designated, to serve on the Planning Board or the Zoning Board of Appeals when a regular member of the respective Board is unable to participate in the consideration of a specific application or matter. And,

WHEREAS, this would require an amendment to Local Law 3 of 2012, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby sets a Public Hearing for June 11, 2026, at 7pm at 1448 Chambers Road, Beaver Dams, concerning LL1 of 2026 – “A Local Law Amending Local Law 3 of 2012 - Alternate Planning Board and Zoning Board of Appeals Members Act of the Town of Catlin”.

And now, therefore be it further

RESOLVED, that the Town Clerk is directed to advertise for the foresaid Public Hearing.

CARRIED

YAYS: Koval, Moshier, Collier

NAYES: None

RESOLUTION 26-65

May 14, 2026

By: Bill Collier

2nd by: Ron Moshier

ELMIRA ANIMAL SHELTER DONATIONS

WHEREAS, New York State passed Assembly Bill 4910 and Senate Bill 1373, which requires dog license applications to include a space for optional donations to municipal animal shelters or those under municipal contract for animal sheltering services. And,

WHEREAS, Governor Hochul signed the bill into law September 25, 2026, and

WHEREAS, Williamson Law Book has updated the Town Clerk software to include an optional donation on dog licensing forms, and

WHEREAS, The Town of Catlin contracts with the City of Elmira Animal Shelter, therefore, be it

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Supervisor Phelps to turn over annually, all monetary donations collected from dog licenses to the City of Elmira Animal Shelter.

CARRIED

YAYS: Koval, Moshier, Collier

NAYES: None

RESOLUTION 26-66

May 14, 2026

By: Bill Collier

2nd by: Mike Koval

ELMIRA ANIMAL CONTROL

WHEREAS, the Town of Catlin entered into an Inter-Municipal Agreement with the City of Elmira for Animal Control Services which expired April 30, 2026, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Supervisor LaVerne Phelps to sign an Inter-Municipal Agreement between the City of Elmira and the Town of Catlin for Animal Control Services as needed at the cost of \$9,792.00 annually to be paid to the City of Elmira in monthly installments of \$816.00 commencing May 1, 2026, and expiring on April 30, 2027.

CARRIED

AYES: Koval, Moshier, Collier

NOES: None

RESOLUTION 26-67

May 21, 2026

By: Bill Collier

2nd by: Ron Moshier

CUSTODIAN PAY INCREASE

WHEREAS, 2026 Organizational resolution 26-28 lists custodian pay at \$16.00 per hours, and

WHEREAS, a new custodian for the Town Hall was hired at \$20.00 per hour, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby sets the new pay for custodians as \$20.00 per hour.

CARRIED

YAYS: Koval, Moshier, Collier

NAYES: None