

**Town of Lyme  
12175 NYS Route 12E  
Chaumont, NY 13622  
August 13, 2025  
Regular Monthly Meeting 6:30 p.m.**

A regular meeting of the Town Board of Lyme, County of Jefferson and the State of New York was held at 12175 NYS Route 12 E at 6:15 P.M., on the 13<sup>th</sup> day of August 2025.

**Regular Meeting**

**Call to Order:**

Supervisor Millington called the regular monthly meeting to order at 6:30 p.m. opening the meeting with the Pledge of Allegiance.

Those present included Supervisor Millington, Councilmember Farrell, Councilmember Bourquin, Councilmember Gosier, Councilmember Jerome, Town Clerk Ariana Henderson, Jennifer Kingsley, Charles Bruce Kingsley, Josh Rogers, Julie Grieco, Heather Lipczynski, Ted Smith, Cathy Ward, Susan Nichols, Terry Countryman, Mark Zegarelli and Rebecca Kron.

**Josh Rogers:**

Josh Rogers read the following from AES Solar:

“Good evening. I’d like to share a few updates regarding the proposed Bay Breeze Solar Project. After receiving a request from a community member to change the project’s name, we have settled on “Limestone Solar.” To minimize confusion, the project will be temporarily referred to as “Limestone Solar (formerly Bay Breeze Solar)” until after the Community Meeting. AES is in the process of updating the project webpage, project email address and other documents to reflect the new name and they should be updated by the end of this week. The Town Supervisor, Town Board members, Fire Chief, Concerned Citizens for Responsible Solar as well as Bay Breeze Golf Links have all been notified about the name change. We are open to additional suggestions for name change notifications and communication. We are committed to minimizing confusion as much as possible.

AES is also in the process of planning the project’s Article VIII Community Meeting. This meeting will take place: Tuesday, September 9, 5:30pm – 7:30pm at the Chaumont Volunteer Fire Department. There is confusion about when this meeting starts so to reiterate, the meeting starts at 5:30pm, not 4:30pm. We would also like to emphasize that this is a community meeting about the project and not a public hearing. Meeting format: Project information will be on display boards set up around the room with project representatives from the engineering, permitting, development, legal, and environmental teams to answer questions. Attendees can drop in at their own convenience. Light refreshments will be served. Notifications about this meeting will be placed in the local Paper(s) of Record, on the project webpage, and, with

permission, the town webpage. Mailed notifications will be sent out to residents within a 1-mile radius of the project boundaries at least 2 weeks prior to the meeting. We are planning to host a virtual meeting for stakeholders who cannot attend the in person meeting. Day and time of this virtual meeting will be decided by early September and the community will be notified with this information.

Lastly, AES would like to reiterate that there will be no battery storage at either Limestone (formerly Bay Breeze) or Riverside Solar.

We encourage stakeholders to reach out to us via email\* or by phone with any questions/concerns. [limestonesolar@aes.com](mailto:limestonesolar@aes.com) or by calling 866-757-7697.

\*The former email address ([baybreezesolar@aes.com](mailto:baybreezesolar@aes.com)) will remain active and will continue to be monitored to ensure no inquiries are overlooked.”

**Cathy Ward** expressed her concern about the Community meeting being held after the summer residents have returned home. It is being held intentionally after the seasonal residents have left. It is very inconvenient.

**Sue Nichols** asked for the AES community meeting notice to be placed on the Town Website.

**William Lipczynski Director of Operations Cape Vincent Ambulance:**

Mr. Lipczynski was present to update the Town Board on the Cape Vincent Ambulance. They have had 428 calls to date and only 6 dropped calls. The staffing has been good, and they now have 3 ambulances and a fly car. Debbie Singleton will be present at the Town Budget meeting to present the Ambulance Budget.

**Supervisor’s Report**

**Resolution 2025-165:** Councilmember Gosier made the motion to approve the July Supervisor’s Monthly Financial report; Councilmember Jerome seconded the motion; all were in favor; motion carried.

**Highway Superintendent’s Report**

Highway Superintendent Pat Weston updated the Board on the work the Highway Department has completed. The County has been using the Town to work on County Route 8. We received a large check for payroll reimbursement. He asked the Board for approval to purchase a 2025 Nexhual Equipment Trailer from Frontline Trailer Sales in Dexter.

**Resolution 2025-166:** Councilmember Bourquin made the motion to purchase 2025 82x20 Nexhual Equipment Trailer from Frontline Trailer Sales in the amount of 6,990.00; Councilmember Farrell seconded the motion; all were in favor; motion carried.

The followings bids were accepted for the Towns surplus highway equipment and will be paid to the Town through Auctions International:

2001 New Holland Tractor \$17,200.00  
1986 John Deere 2350 Tractor \$3,550.00  
1997 Chevy P30 Van \$2,850.00

**Resolution 2025-167:** Councilmember Bourquin made the motion to accept the bids for \$23,600.00 for the surplus highway equipment sold through Auctions International; Councilmember Farrell seconded the motion; all were in favor; motion carried.

Pat asked the board if anyone knew of any locations to dispose of old tires. The Highway Department picks them up from the side of the roadways and have them from the Town's vehicles. Councilmember Farrell suggested a location.

Councilmember Bourquin proposed listing the old snow blower on Auctions International. Pat stated that it needs a lot of work, and the tires are very expensive.

**Resolution 2025-168:** Councilmember Bourquin made the motion to list the old equipment trailer for bid on the Town Website; Councilmember Gosier seconded the motion; all were in favor; motion carried.

**Kayak Launch:** The Kayak launch at Veteran's Park was not ADA compliant. It did not line up with the dock. Pat and the Highway crew are going to make some changes, and the launch will be level with the dock.

#### **Clerk's Report**

Monthly Receipts were as follow: Total Local Shares Remitted: \$3,136.62; Total State County & Local Revenues: \$3,208.12 Total Non – Local Revenues: \$49.00

**Resolution 2025-169:** Councilmember Gosier made the motion to accept the Town Clerk's Report for July; seconded by Councilmember Farrell; all were in favor and the motion was carried.

#### **Audit of the Bills (Abstracts #15 + 16)**

**Resolution 2025-170:** Councilmember Gosier made the motion to approve Abstract #15 in the amount of \$7,015.28; seconded by Councilmember Farrell; all were in favor and the motion was carried.

**Resolution 2025-171:** Councilmember Bourquin made the motion to approve Abstract #16 in the amount of \$135,639.15; seconded by Councilmember Gosier; all were in favor and the motion was carried.

**Approval of the Minutes**

**Resolution 2025-172:** Councilmember Gosier made the motion to approve the following meeting minutes; Regular Meeting July 9, 2025; seconded by Councilmember Farrell; all were in favor and the motion was carried.

**Old Business:**

**Servpro Revised Estimate:**

There was an increase in the prevailing wage rate which caused the overall mold remediation estimate to increase. Mark Zegarelli stated that he spoke with Bach & Co. and they can start October 6<sup>th</sup> or October 13<sup>th</sup>.

**Resolution 2025-173:** Councilmember Bourquin made the motion to accept the revised Servpro Estimate in the amount of \$36,761.88; seconded by Councilmember Jerome; all were in favor and the motion was carried.

**Town Office Repairs:**

Councilmember Bourquin explained the quote the Town received from Bach & Co. in the amount of \$41,816.00 to repair the office after the mold remediation. The bid did not include spray foam insulation.

**Resolution 2025-174:** Councilmember Bourquin made the motion to accept the quote from Bach & Co. for \$41,816.00 subject to increase; seconded by Councilmember Gosier; all were in favor and the motion was carried.

Councilmember Bourquin explained that we will need to insulate the ceilings after the mold remediation in the assessors and deputy village clerk office. R-Factor send a quote for \$4,402.95. There is massive heat loss and this will help prevent that.

**Resolution 2025-175:** Councilmember Bourquin made the motion to accept the quote from R-Factor for \$4,402.95 for Spray foam insulation; seconded by Councilmember Jerome; all were in favor and the motion was carried.

Heather Lipczynski offered the Fire Department for the Town to use during the construction period.

**Grant Writer Position:**

Councilmember Bourquin stated that there were two applicants that applied for the Grant Writer position. The Bicentennial money is just hanging out. One has given us figures and the other one has left it open ended. One is local and the other one is from Watertown. We would have to work out the details of the contract with either one of them. He spoke with Robin and they were thinking of a 6-month contract paid by the hours with a ceiling on what she would charge. 20 hours per month would total \$7,800.00. It will be a contract with a set time period. Morgan Spencer had originally stated she would work pro bono. The Board clarified that her pro bono offer was for the consolidated grant application not bicentennial. She also didn't provide a specific price. There was a discussion on Robin's price per hour and her experience with bicentennial park.

**Resolution 2025-176:** Supervisor Millington made the motion to hire Robin Grovesteen as the Town grant writer; seconded by Councilmember Bourquin; all were in favor, and the motion was carried.

**New Business:**

**Powis Pay App 9 Veteran's Park:**

**Resolution 2025-177:** Councilmember Bourquin made the motion to approve Powis Contracting Pay App # 9 in the amount of \$54,663.07 for Veteran's Park; seconded by Councilmember Farrell; all were in favor, and the motion was carried.

**Resolution 2025-178:** Councilmember Bourquin made the motion to release the insurance bonds for Veteran's Park; seconded by Councilmember Farrell; all were in favor, and the motion was carried.

**Jefferson County Hazard Mitigation Plan:**

**Resolution 2025-179:** Councilmember Bourquin made the motion to accept the 2025 Jefferson County Hazard Mitigation Plan; seconded by Councilmember Farrell; all were in favor, and the motion was carried.

**Budget Work Session:**

**Resolution 2025-180:** Councilmember Bourquin made the motion to advertise a budget work session for September 17, 2025, at 3:00 p.m.; seconded by Councilmember Gosier; all were in favor, and the motion was carried.

**Laird Petrie Budget Assistance:**

**Resolution 2025-181:** Councilmember Bourquin made the motion to hire Laird Petrie for two work sessions to prepare the 2026 Town Budget; seconded by Councilmember Gosier; all were in favor, and the motion was carried.

**Veteran's Park:**

Councilmember Bourquin recommended clearing out weeds in the lake at Veteran's Park. Paul Norton charges \$350.00 per load.

**Resolution 2025-182:** Councilmember Gosier made the motion to hire Paul Norton to cut 3 loads of weeds in the lake at Veteran's Park; seconded by Councilmember Bourquin; all were in favor, and the motion was carried.

Councilmember Bourquin also suggested hiring Paul Norton to remove the docks at Veteran's Park. Paul has the proper equipment and charges \$8.00 a foot to remove the dock. The Town will then haul the dock to storage after it is removed. The Town budgets \$5,000 for expenses at the park.

**Resolution 2025-183:** Councilmember Bourquin made the motion to hire Paul Norton to remove the dock at Veteran's Park; seconded by Councilmember Farrell; all were in favor, and the motion was carried.

**Water User Agreement (Chen):**

Kathy Dyer said this paperwork needs to be reviewed by the water board before the Town Board approves it.

**Committee Reports**

**Town Board Report:**

Councilmember Bourquin said that the comments on the live stream video are getting personal and out of hand. He would like everyone to clean up the comments or the Town will remove them from the video. Steve Weed said that he posted a comment to the public at the beginning of the meeting stating that every person must identify themselves for their comment to be heard at the meeting.

Tomorrow night the revised Solar law will be introduced. The Solar Attorney will be in Clayton and then will travel to our Town.

**Assessor Report:**

Memo

DATE: August 12, 2025

TO: James Millington, Supervisor

FROM: Carol Quencer, Sole Assessor

SUBJECT: July 2025 Monthly Report

The term for Appointed Assessors expires September 30, 2025. The next term will begin October 1, 2025 and end September 30, 2031 per the state's 6-year terms. The board needs to pass a resolution for the next term. We are asking for Serena to be appointed for the next term as the

appointed assessor, and Carol will stay on as the clerk. Each assessor needs to take the Ethics class within one year of appointment. The following class is being offered: Ethics for the Assessor, October 27, 2025 through the NYSAA. The discounted cost will be \$110.00 for members.

Data collection is proceeding efficiently thus far with very few changes. Our cell phone is enabling us to take lots of new updated photos to add to RPS and the file. We have been utilizing the app to identify property lines especially with vacant land. The new computer has arrived and the county has completed their set-up. Ben has arranged for Chris to come and complete the final set-up,

Serena completed her week of classes in Ithaca through the NYSAA Scholarship. It was a huge asset to the town as it was completely paid for through the scholarship. It was suggested that there are going to be several beneficial seminars at the fall conference. There is a virtual option to avoid the additional expenses of hotels, mileage, and food. It would only be 200 for a virtual pass and both Serena and Carol could listen in and benefit from the information being shared. NYSAA's 2025 Fall Conference will be held October 6-9, 2025 at the Courtyard Marriott in Lake George, NY. Registration is currently open.

We received a call last night at 3:50 confirming an appointment with Alex M and Roxanne B to go over the process, and costs associated with a re-evaluation on August 19th at 2pm. We will have a full update for the board prior to the next meeting.

Rebecca Kron questioned why the assessor is no longer elected and why they are appointed. She also asked if the assessor who lives within the Town of Lyme would be assessing their own property.

Jennifer Kingsley stated she thought that Serena, being the deputy clerk and sole appointed assessor is a conflict of interest. There was further discussion.

Supervisor Millington tabled the Sole Appointed Assessor discussion until next month when they get more information.

**Municipal Water Board Report:**

Kathy Dyer stated the public information meeting about Water District #6 August 6<sup>th</sup> was held and went well.

**Planning Board:**

Councilmember Bourquin stated that the planning board doesn't have a secretary. He wants to raise the pay to \$20.00 an hour for all secretaries for the boards. The board members get paid whether they attend the meeting or not. There was further discussion on the pay for the board secretaries.

**Resolution 2025-184:** Supervisor Millington made the motion for all board secretaries to be paid \$20.00 an hour and a minimum of \$40.00 per meeting; seconded by Councilmember Gosier; all were in favor, and the motion was carried.

**Youth Commission:**

There was no report.

**ZEO/CEO Report:**

There were no questions on the report.

**ZBA Report:**

There was no report.

**TMB Cemetery:**

Councilmember Gosier is said with no rain the mowing has been limited. She has a 1 funeral and 1 lot sale scheduled.

Jennifer Kingsley asked about the Flag at the Point Peninsula Cemetery. Pat said that the pole is broken, and they are working on fixing it.

**Cedar Grove Cemeteries:**

Heather Lipczynski, she met Harry Wilson and Councilmember Bourquin at the Cedar Grove Cemetery. There are 13 stones that they plan to repair in the cemetery. If Harry Wilson receives the bid, he would like to start in September.

Bruce Rogers also plans to remove a tree in the cemetery at no charge.

They also went to Point Salubrious cemetery. There are several stones that can be saved and the foundations are there.

**Resolution 2025-185:** Councilmember Bourquin made the motion for Wilson Monuments to complete work on the Point Salubrious Cemetery up to \$5,000.00; seconded by Councilmember Farrell; all were in favor, and the motion was carried.

**Closing Privilege of the Floor**

**Susan Nichols** reported that the cemetery on Robinson Road is also in rough shape. There are stones knocked over and it should be considered for next year's budget.

**Jennifer Kingsley** asked how much we hired Barton and Loguidice for in 2024. Kathy Dyer said the Town is paying for the fees and if the water district is formed than the district would reimburse the Town. She also questioned how much was spent on the water study. Supervisor Millington said that he would look into that.

**Rebecca Kron** requested that she gets an email notification about Planning Board items, and the agenda is added to the Town website. The agenda should be posted 72 hours in advance. The residents want transparency. She also wants the meeting material on the website. She would also like to see a noise ordinance in the Village and Hamlets of the Town. She requested that a planning Board member be removed from the planning board. She stated that this was due to an ethical breach and conflict of interest. Councilmember Gosier sent the Association of Towns and email and the Town is limited to what they can do legally.

**Heather Lipczynski** said she sent the assessor and email on July 15<sup>th</sup> and has not had a response. She questioned what hours they work.

### **Online Privilege of the Floor**

There were no comments.

### **Executive Session**

**Resolution 2025-186:** Councilmember Bourquin made the motion to enter executive session at 8:11 p.m. to discuss Public Officers Law Item #5; seconded by Councilmember Gosier; all were in favor and the motion was carried.

### **Open Meeting**

**Resolution 2025-187:** Councilmember Bourquin made the motion to return to open meeting at 9:09 p.m.; seconded by Councilmember Farrell; all were in favor and the motion was carried.

**Resolution 2025-188:** Supervisor Millington made the motion to allow Clerk to Supervisor Lynda Jackson 10 extra hours a week until the end of October; seconded by Councilmember Jerome; all were in favor and the motion was carried.

### **Adjournment**

**Resolution 2025-189:** Councilmember Farrell made the motion to adjourn at 9:20 p.m.; seconded by Councilmember Bourquin; all were in favor and the motion was carried.

Respectfully Submitted,

*Ariana Henderson*

Ariana Henderson  
Town Clerk