

**TOWN OF RIDGEWAY  
TOWN BOARD MEETING  
MONDAY, MARCH 17, 2025  
410 WEST AVE, MEDINA**

The meeting was called to order by Supervisor Napoli at 7:00 PM with the reciting of the pledge of allegiance.

<b>Officers Present:</b>	Brian Napoli	Supervisor
	Jeffrey Toussaint	Councilman
	Cliff Barber	Councilman
	Mary Woodruff	Councilwoman
	Duane Payne	Councilman
	John Olinger	Highway Superintendent
	Laurie Kilburn	Deputy Town Clerk
	Jason Raduns	Code Enforcement Officer

<b>Those Present:</b>	Paul Marchese
	Magali Waters
	Tirsa Converso
	Selena Cerros-Secore
	Braden Silker
	Lukas Grimes
	Justine Fitzsimmons
	Denise Callara
	Raquel Russell
	Bella Fischer

**ACCEPT AGENDA:**

Code Officer Raduns requested a resolution be added for an application changing the zoning of four parcels of property from rural residential to general business. Accepted under New Business (F).

Councilwoman Woodruff asked to hold an Executive session after the meeting. Accepted and added after Open Session.

Supervisor Napoli asked for a motion to accept the agenda for the March 17, 2025 meeting. The motion was offered by Councilwoman Woodruff and seconded by Councilman Barber.

Motion Carried:        5 Ayes                      0 Nays

**APPROVE MINUTES:**

Supervisor Napoli asked for a motion to accept the minutes of the February 20, 2025 meeting as presented. The motion was offered by Councilman Toussaint and seconded by Councilman Payne.

Motion Carried:        5 Ayes                                0 Nays

## **COMMUNICATIONS**

- A.** SAM registration completed
- B.** Town liability insurance renewal
- C.** Orleans County: Lead agency for Municipal Structure Project
- D.** Orleans County Bicentennial Celebration: April 15, 2025
- E.** Erie Canalway Annual Report
- F.** Construction Connect: Request for bid award for four (4) overhead doors for Highway Department

## **DATE OF NEXT MEETINGS**

- A.** Work Session: April 15, 2025 at 7PM, Town Hall
- B.** Town Board Meeting: April 21, 2025 at 7PM, Town Hall

## **OLD BUSINESS**

- A.**

## **NEW BUSINESS**

### **RESOLUTION NO. 25 - 03/17/2025**

**RESOLUTION: HARRIET TUBMAN UNDERGROUND  
RAILROAD DESIGNATION. SEND TO COUNTY**

Offered by Councilman Payne who moved its adoption.  
Seconded by Councilman Toussaint.

Adopted:                        5 Ayes                                0 Nays

Resolved to approve Harriet Tubman Underground Railroad designation and send to the County

### **RESOLUTION NO. 26 – 03/17/2025**

**RESOLUTION: APPROVE ORLEANS COUNTY AS  
LEAD AGENCY FOR MUNICIPAL STRUCTURE  
PROJECT**

Offered by Councilman Toussaint who moved its adoption.  
Seconded by Councilman Barber.

Adopted:                        5 Ayes                                0 Nays

Resolved to approve Orleans County as the lead agency for Municipal Structure project.

### **RESOLUTION NO. 27 – 03/17/2025**

**RESOLUTION: AUTHORIZE THE FILING OF BLANKET  
UNDERTAKING**

Offered by Councilman Toussaint who moved its adoption.  
Seconded by Councilman Payne.

Adopted: 5 Ayes 0 Nays

Resolved to authorize filing of blanket undertaking.

**RESOLUTION NO. 28 – 03/17/2025**

**RESOLUTION: APPROVE RECORD OF ACTIVITIES  
FOR JEFF TOUSSAINT AND BRIAN NAPOLI. SEND  
TO NEW YORK STATE RETIREMENT**

Offered by Councilman Barber who moved its adoption.  
Seconded by Councilman Toussaint.

Adopted: 5 Ayes 0 Nays

Resolved to approve record of activities for Jeff Toussaint and Brian Napoli and send to New York State Retirement.

Office of the New York State Comptroller  
**NYSLRS**  
New York State and Local Retirement System  
110 State Street, Albany, New York 12244-0001  
Please type or print clearly  
in blue or black ink

Employer Location Code

3 0 1 0 8

Received Date

**Standard Work Day and  
Reporting Resolution for  
Elected and Appointed Officials**

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

**RS 2417-A**

(Rev. 11/19)

BE IT RESOLVED, that the Town of Ridgeway / 30108 hereby established the following standard work days for these titles and will  
(Name of Employer) (Location Code)

report the officials to the New York State and Local Retirement based on their record of activities:

Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
<b>Elected Officials:</b>									
Brian Napoli			Town Supervisor	1/1/24-12/31/27	6.5	8.62	<input type="checkbox"/>	bi-weekly	<input type="checkbox"/>
Jeffrey Toussaint			Town Councilman	1/1/22-12/31/25	6.5	1.06	<input type="checkbox"/>	bi-weekly	<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
<b>Appointed Officials:</b>									
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>

**RESOLUTION NO. 29 – 03/17/2025**

**RESOLUTION: SET PUBLIC HEARING FOR FAIR  
HOUSING MONTH (APRIL)**

Offered by Councilwoman Woodruff who moved its adoption.  
Seconded by Councilman Barber.

Adopted: 5 Ayes 0 Nays

Resolved to set a public hearing for Fair Housing month (April) prior to the Board meeting on April 21, 2025 at 7PM.

**RESOLUTION NO. 30 – 03/17/2025**

**RESOLUTION: SEND APPLICATION TO AMEND ZONING MAP FOR FOUR (4) PARCELS ON RIDGE ROAD FROM RURAL RESIDENTIAL TO GENERAL BUSINESS TO COUNTY PLANNING BOARD, HOLD PUBLIC HEARING AND SEND TO TOWN OF RIDGEWAY PLANNING BOARD FOR REVIEW.**

Offered by Councilwoman Woodruff who moved its adoption.

Seconded by Councilman Toussaint.

Adopted:                      5 Ayes                      0 Nays

Resolved to send application for amending zoning map to County Planning Board, hold Public Hearing on April 21, 2025 prior to Board Meeting and send to the Town of Ridgeway Planning Board for review.

**OTHER BUSINESS:**

A. Fire Company Report for February:

None received

B. Department and County Legislator Reports:

**Town Clerk:** Deputy Town Clerk Kilburn reported that Town Clerk Hill was at Regional Conference in Hyde Park. The Auditors for our annual audit will be here on Thursday, so preparations were being made. Taxes collected to date are \$4,535,947.19. Total collected around 83%. Second notices for taxes will be going out in two weeks.

**Assessor:** Assessor Cecchini was not present but submitted her report. Star Exemptions have been received and are done. The housing market is picking up. GOArt can receive an exemption if they meet the requirements.

**Highway Superintendent:** Roadside ditching, snow is finally melting. Fixing broken equipment from winter and getting ready for spring.

**Code Enforcement:** Seventy building permits, an increase from previous years. Upgraded equipment at Swett Road solar farm. Two dispatch calls. Quite a few calls regarding fire code and safety violations. Inservice training was helpful in learning to work with lawyers and justices regarding best practices when issuing citations.

**Legislator:** Not present

C. Councilman Report:

**Councilman Payne:** nothing to report

**Councilman Toussaint:** nothing to report

**Councilwoman Woodruff:** Thanked anyone in Shelby/Village/Ridgeway who participated in the stage play, Mamma Mia. Everyone was so talented and did such a wonderful job. Bravo to Medina School District.

**Councilman Barber:** nothing to report

D. Pay Bills:

Supervisor asked for a motion to pay the bills as presented:

A- General Townwide	\$9,428.96
B- General Outside Village	\$2,685.80
DA- Highway Townwide	\$27,698.25
SS- Knowlesville Sewer	\$10,921.87
SW- Water Improvement Areas	\$77,742.02
Total Abstract:	\$128,476.90

Offered by Councilman Barber, seconded by Councilman Payne

Motion carried:        5 Ayes        0 Nays

OPEN SESSION: QUESTIONS, PUBLIC COMMENT

Supervisor Napoli asked for any questions or comments. None were heard.

Paul Marchese presented the Board with his proposal for IT services.

A motion was made to go into Executive Session regarding employee evaluations and some employees by Councilwoman Woodruff and seconded by Councilman Barber at 8:39 PM.

The motion to adjourn the Executive Session was made by Councilman Toussaint and seconded by Councilman Payne. The Executive Session was adjourned at 9:30 PM.

As there was no further business, Supervisor Napoli asked for a motion to adjourn. The motion was offered by Councilman Barber and seconded by Councilman Toussaint.

The meeting was adjourned at 9:31 PM.

Respectfully Submitted,

Laurie Kilburn  
Deputy Town Clerk