

**TOWN OF OAKFIELD**

**BOARD MEETING**

**JANUARY 13, 2015**

**ROLL**

**CALL:** Supervisor Glor  
Deputy Supervisor Veazey  
Councilman Cianfrini  
Councilman Kabel  
Councilman Martin

**OTHERS**

**PRESENT:** Town Clerk Haacke  
Superintendent of Highways Dennis  
Assessor Flansburg  
Justice Graham

Supervisor Glor called the meeting to order at 7:00 pm followed by the Pledge to the Flag

**Town Board Minutes of the December meeting, Year End Meeting and Organizational Meeting:** MOTION Councilman Kabel, second Deputy Supervisor Veazey to approve all minutes as written.

**Ayes:** Glor, Veazey, Cianfrini, Kabel, Martin

**Carried by unanimous vote (5-0)**

**ASSESSOR**

State has acknowledged that land values are at 100%  
Taxable value is 2.6% higher over last year at this time

**SUPERINTENDENT OF HIGHWAYS**

Road Work Update—scheduling fixing road side ditch on Hutton Road by USG Pond (4 foot pipe wash out) plan on using 2 foot x 2 foot x 6 foot concrete solid blocks

Bridges on Hutton Road and Maple Road will be replaced next year by County Highway

Plowing and treating roads as needed

Buildings & Grounds—working on our building expansion review plan drawing and elevation drawings

Banning building expansion needed ASAP

Need to keep working with our engineers on building design and moving forward. Looking at February 16, 2015 for project to go to bid

Purchase for building expansion \$5500/acre plus all closing costs with a permanent access to the field behind the town building; Kevin Earl is completing now

Contacted Wills Carpet One to review flooring options; they made some suggestions and those suggestions have been passed on to Clark Patterson

Contacted USG Co. to request if they could help us out with material for the building addition. Wall board, metal studs and ceiling tile. Jim Petty said he would be glad to support this and pass it on to Chicago

### **Cemeteries**

Been active with burials

### **Parks**

Are being used and keeping parking lots plowed as our schedule allows

We are keeping trash cans emptied

We are looking at some upgrades to the park with our Engineers so we can apply for grants as they become available. Talk to Little League and Betterment Committee for financial assistance and Job Corps for possibly doing work

### **Equipment Update**

All equipment is in working order at this time

Had a problem with pick-up heat blower switch; took to Orleans Ford and learned the truck was never put into the system so there is no warranty. Called Ford directly and it have been resolved

### **Public Works Update**

Update on Batavia Townlines Project; Oakfield Water District 6 is moving forward; contactor to start January 26, 2015

WD4—Randsco work going well

WD5—update materials; Notice to Proceed with Lock City

WD7—waiting on well testing

WD8 is being started with our Engineers; this is Macomber Road south of Townline and Townline Road in Alabama by Acting Supervisor Janet Sage's request

We should be looking at laying out sewer districts for future expansion and current needs in the town. Also need to create a sewer district where there is already sewer in the town.

Will be making recommended changes to our water STD's in the future

**Library**

No report

**Miscellaneous**

Need to set up meeting on possible housing development plan areas for Town of Oakfield; a developer has already been here for info on locations for housing tracts

Land fill closed for season

Would like Mark and myself to get our water licenses

We need to look at all our codes and STDs to be prepared for the future that looks very promising

**REVENUES  
2014 ANNUAL CEMETERY REPORT  
TOWN OF OAKFIELD  
(CARY & REED CEMETERIES)**

<b>Openings</b>	<b>7 @ \$450 = \$3150</b>
	<b>4 @ \$550 = \$2200</b>
<b>Cremation Openings</b>	<b>6 @ \$250 = \$1500</b>
<b>Headstone Foundations</b>	<b>(12) = \$2863.00</b>
<b>Sale of Plots</b>	<b>5 @ \$500= \$2500</b>
<b>Vault Storage</b>	<b>zero</b>
<b>Total</b>	<b>\$12213.00</b>

**Respectfully submitted,**

**Alan R. Dennis  
Cemetery Administrator**

**RESOLUTION NO. 1—TEMPORARY MORITORIUM ON FILL**

Councilman Cianfrini offered the following:

**WHEREAS,** the Town of Oakfield has had some issues will fill;

**THEREFORE**, the Town Board of the Town of Oakfield will hold a public hearing for a temporary moratorium on fill that is not specifically permissible through existing state, federal and local regulations for a maximum period of 6 months. This Public Hearing will be held on February 10, 2015 at 6:45 pm at the Oakfield Town Hall

**Second:** Deputy Supervisor Veazey  
**Ayes:** Glor, Veazey, Cianfrini, Kabel, Martin  
**APPROVED UNANIMOUS vote (5-0)**

**TOWN CLERK**

**Abstract No. 1-2015:** MOTION Deputy Supervisor Veazey, second Councilman Kabel to authorize the following:

General Fund	1-25	\$104,285.87
Part Town B	1-2	\$ 176.55
Highway DA	1-8	\$ 3,885.91
Highway DB	1-2	\$ 1,022.47
Special Districts	1-7	\$350,513.39
	TOTAL	459,884.19

**Ayes:** Glor, Veazey, Cianfrini, Kabel, Martin  
**MOTION CARRIED unanimous vote (5-0)**

Tax collection is going well

Town Clerk Haacke will be contacting NanoArc to have them convert payroll to permanent record

The Town Clerk will be having a high school student or two come in to begin scanning items where the paper can then be destroyed in preparation for the building renovation

The auditors for the Water Districts Audit that is required by Rural Development has been in to collect preliminary information; they will be back at the end of February or beginning of March to complete the audit.

Calendars for New York State Retirement Reporting have been disbursed to those required to report and are due back to the Town Clerk in April.

The Red Cross will conduct an Emergency Preparedness class on January 21<sup>st</sup> at the Town Hall

**RESOLUTION NO. 2—284 AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS**

Deputy Supervisor Veazey offered the following:

AGREEMENT between the Town Superintendent of Highways of the Town of Oakfield Genesee County, New York, and the undersigned members of the Town Board.

Pursuant to the provisions of Section 284 of the Highway Law, we agree that money's levied and collected in the Town of Oakfield for the repair and improvements of highways, and received from the State for State Aid for the repair and improvement of highways, shall be expended as follows:

- 1. GENERAL REPAIRS. The sum of \$140,000.00 shall be set aside to be expended for primary work and general repairs upon 20.21 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewals thereof.
- 2. PERMANENT IMPROVEMENTS. The following sums shall be set aside to be expended for the permanent improvements of town highways:
  - a. On the road commencing at ALL TOWN OWNED ROADS, a distance of 20.21 miles. There shall be expended not over the of \$56,214.00.

Executed in triplicate this 13<sup>th</sup> day of January, 2015

Supervisor \_\_\_\_\_ Councilman \_\_\_\_\_

Councilman \_\_\_\_\_ Councilman \_\_\_\_\_

Councilman \_\_\_\_\_ Councilman \_\_\_\_\_

Superintendent of Highways \_\_\_\_\_

Witness by Town Clerk \_\_\_\_\_

Dated January 13, 2015

NOTE: This Agreement should be signed in triplicate by a majority of the Town Board and by the Town Superintendent of Highways. One copy must be filed in the Town Clerk's Office, on copy in the County Superintendent of Highways office and one copy in the Town Superintendent of Highway's office.

**Second:** Councilman Cianfrini  
**Ayes:** Glor, Veazey, Cianfrini, Kabel, Martin  
**APPROVED UNANIMOUS vote (5-0)**

**REOLUTON NO. 3—REQUEST FOR SCHOOLS**

Councilman Cianfrini offered the following:

January 12, 2014

To: Town of Oakfield Town Board

Request for Schools:

Superintendent of Highways, Alan R. Dennis request Town Board approval to attend Highway Superintendents schools, Highway Superintendents Fall Conference and any other school, seminar or training sessions pertaining to the position of Town of Oakfield Superintendent of Highways and appointed positions by the Oakfield Town Board.

Town of Oakfield  
Superintendent of Highways

Alan R. Dennis

**Second:** Councilman Kabel  
**Ayes:** Glor, Veazey, Cianfrini, Kabel, Martin  
**APPROVED UNANIMOUS vote (5-0)**

**RESOLUTION NO. 4—CONTRACT FOR SHARED SERVICES**

Deputy Supervisor Veazey offered the following:

January 12, 2015

To: Town of Oakfield Town Board

Contract for Shared Services:

Superintendent of Highways, Alan R. Dennis, requests the Town Board of the Town of Oakfield to grant the Highway Superintendent of the Town of Oakfield the power to enter into contracts for Shared Services on behalf of the Town of Oakfield as it becomes necessary.

Town of Oakfield  
Superintendent of Highways

Alan R. Dennis

**Second:** Councilman Kabel  
**Ayes:** Glor, Veazey, Cianfrini, Kabel, Martin  
**APPROVED UNANIMOUS vote (5-0)**

**RESOLUTION NO. 5—NEGATIVE DECLARATION FOR OAKFIELD TOWN HALL REHABILITATION**

Deputy Supervisor Veazey offered the following:

**NEGATIVE DECLARATION RESOLUTION**

**OAKFIELD TOWN HALL REHABILITATION**

The Town of Oakfield intends to expand the existing Town Hall footprint from approximately 9,736 square feet to 16,851 square feet to add office space, new court space, records retention space, and maintenance area for the Department of Public Works. The project also includes renovation of approximately 1,180 square feet of existing interior space. The project also includes the addition of 22 parking spaces and potential acquisition of a strip of land 35' x 530' along the north property line to create an off-street driveway access to other Town buildings located east of the Town Hall complex.

The need for this project has been created by growth of Town services, federal mandates for building accessibility and record retention and the need to consolidate Town operations to provide government services more efficiently.

Whereas, the Town Board classified the action described above as an Unlisted Action under the State Environmental Quality Review Act and declared itself to be Lead Agency for the purpose of the environmental review.

Whereas, the Town Board has reviewed the Short Environmental Assessment Form prepared for this project, and

Whereas, the proposed action has been submitted to the New York State Office of Historic Preservation and a determination of No Adverse Effect has been received from that Office;

Whereas, a Coordinated Review request was submitted to the New York State Department of Environmental Conservation on June 25, 2014, and a response was received from that agency indicating concerns for cultural resources, threatened and endangered species, and stream protection; and

Whereas, the concern for historic and cultural resources has been addressed with the response from the New York State office of Historic Preservation;

Whereas, the entire site has been previously disturbed and does not contain any protected plants or animals; and

Whereas, the project is not anticipated to affect the stream channel east of the property; and

Whereas, the project will affect less than one acre of agricultural land; and

Whereas, the owner of the affected agricultural land does not object to the proposed use of this agricultural land;

Now, therefore BE IT RESOLVED, that the Town Board of the Town of Oakfield finds that Unlisted Action as described above and as evaluated in the attached Short Environmental Assessment Form shall not have an adverse effect upon the environment and that a Negative Declaration shall be issued for this project.

**Second:** Councilman Martin

**Ayes:** Glor, Veazey, Cianfrini, Kabel, Martin

**APPROVED UNANIMOUS vote (5-0)**

**RESOLUTION NO. 6: BONDING RESULTION FOR BUILDING EXPANSION**

Deputy Supervisor Veazey offered the following:

**A BOND RESOLUTION, DATED JANUARY 13, 2015, OF THE TOWN BOARD OF THE TOWN OF OAKFIELD, GENESEE COUNTY, NEW YORK (THE "TOWN") AUTHORIZING THE UNDERTAKING OF A TOWN HALL CAPITAL IMPROVEMENT PROJECT, AT AN ESTIMATED MAXIMUM COST OF \$2,600,000 AND AUTHORIZING THE ISSUANCE OF SERIAL BONDS IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$2,600,000, PURSUANT TO THE LOCAL FINANCE LAW TO FINANCE SAID PURPOSE, SAID AMOUNT TO BE OFFSET BY ANY FEDERAL, STATE, COUNTY AND/OR LOCAL FUNDS RECEIVED, AND DELEGATING THE POWER TO ISSUE BOND ANTICIPATION NOTES IN ANTICIPATION OF THE SALE OF SUCH BONDS TO THE TOWN SUPERVISOR.**

WHEREAS, the Town Board of the Town of Oakfield, Genesee County, New York (the "Town") desires to undertake a Town Hall capital improvements project generally consisting of the reconstruction of and the construction of an addition to the Town Hall, including, but not limited to the acquisition of land in connection with such project.

NOW, THEREFORE, BE IT RESOLVED, by the Town Board (by the favorable vote of not less than two-thirds of all the members of the Board) as follows:

SECTION 1. The Town is hereby authorized to undertake a Town Hall capital improvement project, such work to include, but not be limited to, the acquisition of land to create additional parking space and an access road, the construction of an approximate 7,115 square foot building addition to house new office space, court rooms, restrooms, locker rooms and an additional truck bay for the Town Highway Department, file storage areas and the renovation of approximately 1,180 square feet of current office space to provide additional storage areas, office and meeting spaces, and the installation/renovation of an additional truck bay for the Town Highway Department, including all preliminary work and necessary equipment, materials and related site work, as well as other such improvements as more fully identified in a design report dated January 2015 by Clark Patterson Lee (the "Engineer"), and any preliminary costs and other improvements and costs incidental thereto and in connection with the financing thereof (collectively, the "Purpose"). The estimated maximum cost of the Purpose is \$2,600,000.

SECTION 2. The Town Board plans to finance the estimated maximum cost of the Purpose by the issuance of serial bonds in an aggregate amount not to exceed \$2,600,000 of the Town, hereby authorized to be issued therefor pursuant to the Local Finance Law, said amount to be offset by any federal, state, county and/or local funds received. Unless paid from other sources or charges, there shall annually be levied on all the taxable real property of the Town a tax sufficient to pay the principal of and interest on such bonds or notes as the same become due and payable.



SECTION 3. It is hereby determined that the Purpose is an object or purpose described in subdivisions 11(a) and 12(a)(2) of paragraph (a) of Section 11.00 of the Local Finance Law, and that the weighted average period of probable usefulness of the Purpose is 28 years.

SECTION 4. Current funds are not required to be provided prior to the issuance of the bonds authorized by this resolution or any notes issued in anticipation of the sale of such bonds.

SECTION 5. It is hereby determined the proposed maturity of the obligations authorized by this resolution is expected to be in excess of five years.

SECTION 6. The faith and credit of the Town are hereby irrevocably pledged for the payment of the principal of and interest on such bonds (and any bond anticipation notes issued in anticipation of the sale of such bonds) as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such bonds or notes becoming due and payable in such year. Unless paid from other sources or charges, there shall annually be levied on all the taxable real property of the Town a tax sufficient to pay the principal of and interest on such bonds or notes as the same become due and payable.

SECTION 7. Subject to the provisions of this resolution and of the Local Finance Law, pursuant to the provisions of Section 30.00 relative to the authorization of the issuance of bond anticipation notes or the renewals of such notes and of Section 21.00, Section 50.00, Sections 56.00 to 60.00, Section 62.00 and Section 63.00 of the Local Finance Law, the powers and duties of the Town Board pertaining or incidental to the sale and issuance of the obligations herein authorized including, but not limited to, authorizing bond anticipation notes and prescribing the terms, form and contents and details as to the sale and issuance of the bonds herein authorized and of any bond anticipation notes issued in anticipation of the sale of such bonds, and the renewals of such notes, are hereby delegated to the Town Supervisor, the chief fiscal officer of the Town. Without in any way limiting the scope of the foregoing delegation of powers, the Town Supervisor, to the extent permitted by Section 58.00(f) of the Local Finance Law, is specifically authorized to accept bids submitted in electronic format for any bonds or notes of the Town.

SECTION 8. The temporary use of available funds of the Town, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Local Finance Law, for the purpose or purposes described in Section 1 of this resolution. The Town then reasonably expects to reimburse any such expenditures (to the extent made after the date hereof or within 60 days prior to the date hereof) with the proceeds of the bonds authorized by Section 2 of this resolution (or with the proceeds of any bond anticipation notes issued in anticipation of the sale of such bonds). This resolution shall constitute the declaration of the Town's "official intent" to reimburse the expenditures authorized by Section 2 hereof with such bond or note proceeds, as required by United States Treasury Regulations Section 1.150-2.

SECTION 9. The Town Supervisor is further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the bonds

authorized by this resolution, and any notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and to designate the bonds authorized by this resolution, and any notes issued in anticipation thereof as "qualified tax-exempt bonds" in accordance with Section 265(b)(3)(B)(i) of the Code.

SECTION 10. The Town Supervisor is further authorized to enter into a continuing disclosure agreement with the initial purchaser of the bonds or notes authorized by this resolution, containing provisions which are satisfactory to such purchaser in compliance with the provisions of Rule 15c2-12, promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934.

SECTION 11. The Town has complied with applicable federal, state and local laws and regulations regarding environmental matters, including compliance with the New York State Environmental Quality Review Act ("SEQRA"), comprising Article 8 of the Environmental Conservation Law and, in connection therewith, duly issued a negative declaration and/or other applicable documentation, and therefore, no further action under the State Environmental Quality Review Act is necessary.

SECTION 12. In the absence or unavailability of the Town Supervisor, the Deputy Supervisor is hereby specifically authorized to exercise the powers delegated to the Town Supervisor in this resolution.

SECTION 13. The validity of said serial bonds or of any bond anticipation notes issued in anticipation of the sale of said serial bonds may be contested only if:

1. (a) such obligations were authorized for an object or purpose for which the Town is not authorized to expend money, or

(b) if the provisions of the law which should be complied with as of the date of publication of this notice were not substantially complied with

and an action, suit or proceeding contesting such validity is commenced within 20 days after the date of such publication of this notice, or

2. such obligations were authorized in violation of the provisions of the Constitution of New York.

SECTION 14. This resolution is subject to permissive referendum pursuant to Section 35.00 of the Local Finance Law. The Town Clerk is hereby authorized and directed to publish (one time) and post on the sign-board of the Town, this resolution, or a summary thereof, together with a notice of adoption of this resolution subject to permissive referendum, within ten days after the date of adoption of this resolution.

SECTION 15. If no petitions are filed in the referendum period, the Town Clerk is hereby authorized to publish this resolution, or a summary thereof, together with a notice in substantially the form provided by Section 81.00 of the Local Finance Law, in the official newspaper(s) of the

Town, or if no newspaper(s) have been so designated, then in a newspaper having general circulation in the Town, which newspaper shall be designated by the Town Board in a separate resolution.

The question of the adoption of the foregoing resolution was duly put to vote on a roll call, which resulted as follows:

Second: Councilman Martin

AYES: Glor, Veazey Cianfrini, Kabel, Martin

The foregoing resolution was thereupon declared duly adopted.

### **SUPERVISOR**

The Supervisor's report is available for review

### **LIBRARY LIAISON**

Ready to proceed with scheduling of window replacement in the spring

### **GAM**

Urgent Care Facility speaker on what services are available

### **NEW BUSINESS**

Lawley Excess Employer Liability Insurance; quote came in at \$1250 per year. No action at this time

A letter was received from the Village in response to the water meter issue.

### **RESOLUTION NO. 7—LABOR RATES FOR PART TIME EMPLOYEES**

Councilman Cianfrini offered the following:

WHEREAS, the Town of Oakfield will pay part time summer mowing rates at \$13.50 per hour and part time rates for wing man at 15.00 per hour.

**Second:** Councilman Kabel

**Ayes:** Glor, Veazey, Cianfrini, Kabel, Martin

**APPROVED UNANIMOUS vote (5-0)**

**ADJOURNMENT:** MOTION Deputy Supervisor Veazey, second Councilman Martin to adjourn the meeting at 9:02 pm.

Respectfully submitted,

Melissa M. Haacke  
Town Clerk