

TOWN OF OAKFIELD

BOARD MEETING

FEBRUARY 10, 2015

ROLL

CALL: Supervisor Glor
Councilman Kabel
Councilman Martin

OTHERS

PRESENT: Town Clerk Haacke
Superintendent of Highways Dennis
Assessor Flansburg
Justice Graham
Code/Zoning Officer Mikolajczyk
Attorney Kevin Earl

Supervisor Glor called the meeting to order at 7:00 pm.

Attorney Kevin Earl reviewed the Town & Village Water Agreement with the Board. Attorney Earl asked the question to the Town Board “if the Village doesn’t break out the rates as instructed in the proposed agreement, how do they come up with a rate?” The Board could not answer that question.

Paragraph of the proposed agreement will be amended.

Paragraph 15 & 16—The Village must tell the Town by August of any delinquent water users that may be scheduled to have their water bills relieved to the Town & County tax bill. The final list of delinquent water users would have to be given to the town by November 1 of each year to be put on the tax bills.

At 7:30 Mayor Jason Armbrewster joined the meeting.

Paragraph 25—this paragraph will also be revised as the Town does not collect money from water; therefore the 25% for hydrant flushing should come from O&M.

Attorney Earl stated that he will have a redline version of this agreement within the week.

Mayor Armbrewster presented the Fire Protection Agreement.

Mayor Armbrewster stated that the Fire Department is requesting that money from last year’s budget that was not spent on maintenance be returned to this year’s budget. After a lengthy discussion and review of prior Town Board minutes it was left that a meeting with the Fire Department will be held on February 23, 2015 at 5 pm at the Fire Hall.

Mayor Armbrewster stated that snow removal at the intersections in the Village is being addressed.

The Village has received a water violation form the Health Department for the third & fourth quarter of 2014. The Village must send out a “boiler plate” letter from the Health Department by law to all water

users. Mayor Armbrewster stated that some new sampling areas are in discussion with the Health Department.

Public Works Supervisor Dennis stated that hydrant flushing and a change in operation and maintenance must occur. This is a system issue and not just in the Village of Oakfield.

JUSTICE

Justice Graham stated that through the JCAP Grant he applied for the Town will receive \$30,000 to be used on the building construction. This money must be spent within 180 days.

The Justice Office will move into the Clerk's office sometime in March to prepare for the building renovation. Records need to be moved to accommodate this transition. Justice Graham has priced a 20' storage unit at \$75.00 per month with a \$120 haul in, haul out through Alverti.

MOTION Councilman Kabel, second Councilman Martin to rent the storage unit.

CODE & ZONING OFFICER

Mr. Mikolajczyk has his report available

SUPERINTENDENT OF HIGHWAYS

ROAD WORK—scheduling fixing road side ditch on Hutton Road by USG Pond (4 foot pipe wash out) plan on using 2 ft. x 2 ft. x 6 ft. Concrete solid blocks.

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

Plowing and treating roads as needed; this has been a winter that is normal but the people are not used to a normal winter.

Working with the Village on snow issues.

BUILDINGS & GROUNDS

Working on our building expansion review plan drawing and evaluation drawings.

Banning building expansion needed ASAP.

Need to keep working with our engineers on building design moving forward. February 16, 2015 project is going to bid and bid opening is March 16, 2015.

Purchase for building expansion \$5500.00/acre plus all closing costs with a permanent access to the field behind the town building. Kevin Earl completing now.

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 Perry said he would be glad to support this and pass it on to Chicago.

CEMETERIES

Been active with burials.

Winter digging is a challenge and looking at equipment to handle the winter conditions.

PARKS

Are being used and keeping parking lots plowed as our schedules allow.

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. We will talk to Little League and the Betterment Committee for financial assistance along with the Job Corps to possibly do the work.

EQUIPMENT UPDATE

Truck 202 needs to go out for repair; using water and it is not leaking.

Had a problem with pickup; heat blower switch and took it Orleans Ford again and it has been resolved.

PUBLIC WORKS UPDATE

Update on Batavia Townlines Project; Oakfield WD6 moving forward. Contractor to start February 16, 2015.

WD4 update.

WD7 District update.

WD5 update; materials update.

WD8 is being started with our Engineers; this is Macomber Road south of Townline and Townline in the town of Alabama by Acting Supervisor Janet Sage.

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

Will be making recommended changes to our water Standards in the future.

RESOLUTION NO. 8—CLARK PATTERSON ENGINEERING JOINT DISTRICT WITH ALABAMA

Councilman Kabel offered the following:

WHEREAS, the towns of Oakfield and Alabama will proposed a water district on the Townline and Macomber Roads in the towns of Oakfield and Alabama;

BE IT RESOLVED, that the Town of Oakfield will enter into an engineering contract, not to exceed \$2000.00 with Clark Patterson Lee on this proposed district.

Second: Councilman Martin

AYES: Glor, Kabel, Martin

APPROVED UNANIMOUS vote (3-0)

MOTION Councilman Kabel, second Councilman Martin to have a joint Public Information Meeting on the proposed Townline/Macomber Road district with the Town of Alabama. Wednesday, March 4, 2015 at 7:00 pm at the Alabama Fire Hall.

Ayes: Glor, Kabel, Martin
CARRIED BY UNANIMOUS VOTE (3-0)

MOTION Councilman Kabel, second Councilman Martin to have Municipal Solutions facilitate the financial and administrative end of the Townlines Macomber Road Joint Water District.

Ayes: Glor, Kabel, Martin
CARRIED BY UNANIMOUS VOTE (3-0)

LIBRARY
No report

MISCELLANEOUS

Need to set up a meeting on possible housing development plan area for the Town of Oakfield. A developer has already been here for information 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 Standards to be prepared for the future that looks very promising.

TOWN CLERK

Abstract No. 2-2015: MOTION Councilman Kabel, second Councilman Martin to authorize the following:

General Fund	26-54	\$ 39,814.74
Part Town B	3-5	\$ 1,778.35
Highway DA	9-18	\$ 5,435.28
Highway DB	3-6	\$ 1,630.09
WD4	8-9	\$325,728.40
Youth Rec	1-2	\$ 10,438.00
		TOTAL: \$384,824.86

Ayes: Glor, Kabel, Martin
MOTION CARRIED unanimous vote (3-0)

RESOLUTION NO. 9—RESOLUTION ACKNOWLEDGING THAT THE REQUIRED AUDIT OF THE COURT RECORDS AND DOCKETS WAS CONDUCTED

Councilman Kabel offered the following:

WHEREAS, Section 2019-a of a Uniform Justice Court Act requires that Town Justices annually provide their court records and dockets to their respective Town Auditing Board, and that such records be audited and that fact be entered into the minutes of the Board’s proceedings; and

WHEREAS, an audit was conducted of the Town Justices records and dockets by the Town of Oakfield Audit Committee, which is Deputy Supervisor James Veazey and Councilman Matthew Martin.

NOW, THEREFORE, BE IT RESOLVED, the Oakfield Town Board hereby acknowledges that the required audit of the Court Records and Dockets was conducted and hereby directs the Supervisor to

forward a copy of the audit report along with a copy of this resolution to the Chief Internal Auditor, New York State Office of Court Administration, 98 Niver Street, Cohoes, New York 12047.

Ayes: Glor, Kabel, Martin

APPROVED UNANIMOUS VOTE (3-0)

2014 TOWN CLERK REPORT

02/10/2015 Town Clerk Monthly Report
January 01, 2014 - December 31, 2014

Page 1

Account#	Account Description	Fee Description	Qt	Local Share
		Dog Redemption	5	80.00
		Park Rental	2	50.00
		Peddler Fees	1	100.00
		Stamps	3	931.00
	Clerk Fees	Photo Copies	107	219.21
		Misc Misc	60	2,100.00
	Zoning Building	Zoning Building	106	8,000.49
			Sub-Total:	\$11,480.70
A1255	Conservation	Conservation	76	517.39
	Marriage License	Marriage Fee	17	297.50
			Sub-Total:	\$814.89
A1859	Clerk Fees	Certified Copies	70	700.00
			Sub-Total:	\$700.00
A2544	Delinquent License	Delinquent License	33	165.00
	Dog Licensing	Female, Spayed	245	1,715.00
		Female, Unspayed	34	442.00
		Male, Neutered	198	1,386.00
		Male, Unneutered	56	728.00
		Replacement Tags	6	18.00
			Sub-Total:	\$4,454.00
			Total Local Shares Remitted:	\$17,449.59
Amount paid to: NYS Ag. & Markets for spay/neuter program				713.00
Amount paid to: NYS Environmental Conservation				9,288.61
Amount paid to: State Health Dept				382.50

Total State, County & Local Revenues: \$27,833.70

Total Non-Local Revenues:

\$10,384.11

MOTION Councilman Martin, second Councilman Kabel to accept the 2014 Town Clerk Report as submitted.

Ayes: Glor, Kabel, Martin

MOTION CARRIED unanimous vote (3-0)

SUPERVISOR

The Supervisor's report is available for review

LIBRARY LIAISON

The Library Board meets tomorrow night

Nicole Toal has submitted a letter of intent to be on the Library Board. **MOTION** Councilman Kabel, second Councilman Martin to approve Ms. Toal's request to join the Library Board.

Ayes: Glor, Kabel, Martin

MOTION CARRIED unanimous vote (3-0)

GAM

A representative from New York Life spoke at the last meeting.

Next meeting is Thursday in the Town of Batavia at 7:00 pm

RESOLUTION NO. 10—GREEN GENESEE/SMART GENESEE PROJECT INTERMUNICIPAL AGREEMENT

Councilman Kabel offered the following:

GREEN GENESEE/SMART GENESEE PROJECT INTERMUNICIPAL AGREEMENT

THIS AGREEMENT, made the _____ day of _____, 20____, by and among the **TOWN OF ALABAMA**, a municipal corporation in the State of New York, with office located at 2218 Judge Road, Oakfield, New York 14125, (hereinafter "Alabama"); and the **TOWN OF BATAVIA**, a municipal corporation in the State of New York, with offices located at 3833 West Main Street Road, Batavia, New York 14020, (hereinafter "Batavia"); and the **TOWN OF OAKFIELD**, a municipal corporation in the State of New York, with offices located at 3219 Drake Street, Oakfield, New York 14125, (hereinafter "Oakfield"); and the **VILLAGE OF OAKFIELD**, a municipal corporation in the State of New York, with offices located at 37 Main Street, Oakfield, New York 14125, (hereinafter "Village"); and **NEW YORK GREEN, INC.**, a not-for-profit corporation with offices located at 99 MedTech Drive, Batavia, New York 14020, (hereinafter "NYG"); and the **COUNTY OF GENESEE**, a municipal corporation in the State of New York, with offices located at 15 Main Street, Batavia, New York 14020, (hereinafter "County"); and the **GENESEE COUNTY INDUSTRIAL DEVELOPMENT AGENCY, d/b/a GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER**, a public benefit corporation of the State of New York, with offices located at 99 MedTech Drive, Batavia, New York 14020, (hereinafter "GCEDC"); and **GENESEE GATEWAY LOCAL DEVELOPMENT CORPORATION**, a 501(c) not-for-profit

corporation of the State of New York, with offices located at 99 MedTech Drive, Batavia, New York 14020; collectively referred to herein as the “Parties”.

WITNESSETH:

WHEREAS, Batavia, on behalf of all the Parties, applied for and has obtained from the New York State Energy Research and Development Authority, (hereinafter “NYSERDA”), a grant in the amount of \$175,000.00 for the Green Genesee/Smart Genesee Project, (hereinafter “Project”), and

WHEREAS, on September 18, 2014, Batavia entered into Agreement Number 39518 to provide the services as set forth therein to complete the Green Genesee Road Map and Municipal Green Action Plans in furtherance of the overall Project, (hereinafter “NYSERDA Agreement”), and

WHEREAS, the total cost set forth in the NYSERDA Agreement was the sum of \$308,344.00, to be paid with the aforesaid grant of \$175,000.00, plus cash and in-kind services provided by the Parties herein, totaling \$133,334.00, and

WHEREAS, on May 22, 2014, Batavia, on behalf of all of the Parties, entered into an Agreement with Conservation Connects, to act as the Contractor to provide services for the first phase of the Project, for the sum of \$242,500.00, to be paid with the aforesaid NYSERDA grant of \$175,000.00, plus the \$67,500.00 in cash to be contributed by the Parties, (hereinafter “Contractor Agreement”).

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, it is agreed as follows:

1. The Parties, other than Batavia, do hereby ratify and adopt the terms and conditions of the NYSERDA Agreement, a copy of which is annexed hereto and made a part hereof as **EXHIBIT A**, and confirm that Batavia was authorized to enter into this Agreement on behalf of all of the Parties in furtherance of the Project.
2. The Parties do hereby ratify and adopt the terms and conditions of the Contractor Agreement, a copy of which is annexed hereto and made a part hereof as **EXHIBIT B**, and confirm that Batavia was authorized to enter into this Agreement on behalf of all of the Parties in furtherance of the Project.
3. Each Party will contribute cash and in-kind services in the amounts set forth in the Contributions Table, annexed hereto and made a part hereof as **EXHIBIT C**.
4. The cash contributions of each Party shall be paid to the Town of Batavia within thirty (30) days of the date that the final Party executes this Agreement.

5. Batavia, on behalf of all of the Parties, shall make the cash payments as required in the Contractor Agreement.

6. Batavia, on behalf of all of the Parties, will monitor and manage the performance of Conservation Connects with regard to the Contractor Agreement.

7. Batavia, on behalf of the Parties, will be responsible to perform all of the tasks set forth in the Statement of Work of the NYSERDA Agreement and shall manage and monitor the same on behalf of the Parties.

8. Batavia will arrange for and monitor the deployment of in-kind services, as required in **EXHIBIT C** herein.

9. Batavia will provide to the other Parties periodic Project status updates, and will provide any information and documentation to any individual Party upon request.

10. In consideration for the contributions made by the parties as set forth in Exhibit C herein, the parties shall receive the deliverables as specified within the NYSERDA Agreement.

11. This Agreement may not be assigned by any of the Parties in whole or in part, without the prior written consent of all of the other Parties.

12. This Agreement shall be binding upon and shall inure to the benefit of all of the Parties hereto, and their heirs, successors and permitted assigns.

13. If any provision of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality or enforceability of the remainder of this Agreement shall not be effected or impaired thereby.

14. This Agreement and any transactions between all of the Parties hereunder shall be governed by, construed and interpreted in accordance with the Laws of the State of New York.

15. There are no other Agreements or understanding, either oral or written, between the Parties affecting this Agreement.

16. No changes or additions or deletions of any portions of this Agreement shall be valid or binding upon the Parties hereto, unless the same is approved in writing by all of the Parties.

IN WITNESS WHEREOF, the Parties have signed this Agreement the day and year first written above.

TOWN OF ALABAMA

By: Daniel Mangino, Supervisor

TOWN OF BATAVIA

By: Gregory H. Post, Supervisor

TOWN OF OAKFIELD

By: Carol Glor, Supervisor

VILLAGE OF OAKFIELD

By: Jason Armbrewster, Mayor

NEW YORK GREEN, INC.

By: Gregory H. Post, Chairman
Chairman

COUNTY OF GENESEE

By: Raymond F. Cianfrini,

GENESEE COUNTY INDUSTRIAL
DEVELOPMENT AGENCY, d/b/a
GENESEE COUNTY ECONOMIC
DEVELOPMENT CENTER

By: Mark A. Masse, Senior VP of Operations

GENESEE GATEWAY LOCAL
DEVELOPMENT CORPORATION

By: Thomas Felton, President

Ayes: Glor, Kabel, Martin

APPROVED UNANIMOUS vote (3-0)

There was a meeting with Clark Patterson Lee on the Building Expansion; review of preliminary drawings page for page, chose paint, tile and carpets as well as electrical layout. March 16th is the bid opening.

The Town has been notified that we will receive grant funds for Farmland Protection.

Youth Recreation Commission

The Town Board will invite the Youth Recreation Commission to the March meeting to discuss how the program is running and hiring policy.

ADJOURNMENT: MOTION Councilman Martin, second Councilman Kabel to adjourn the meeting at 9:35 pm.

Respectfully submitted,

Melissa M. Haacke,
Town Clerk