

TOWN OF OAKFIELD

FEBRUARY 8, 2011

BOARD MEETING

Supervisor Dodd called the meeting to order at 7 pm, followed by the Pledge to the Flag.

Present: Supervisor Dodd, Councilpersons Glor, Veazey, Kabel and Cianfrini, Town Clerk Haacke, Superintendent of Highways Dennis

Highway Superintendent

Roadwork: snowplowing; due to the extreme cold the roads are “moving.” Superintendent Dennis is hopeful the roads will return to normal once the weather breaks.

At South Pearl Street Road, the water line in front of the Bow residence was milled flat, but due to the weather there is now a dip—no more black top will be used to correct; this should return to normal in spring after the thaw.

Superintendent Dennis stated that it is time to replace the one ton pickup; a price quote (on State Bid) came in at \$61,452.00. Superintendent Dennis had allowed for a budget of \$60,000.00. He stated that the Town may get more than \$10,000.00 for the old one ton, and that he has more than enough money in reserve to pay the difference of \$1,452.00. A **motion** was made by Councilman Veazey, seconded by Councilperson Glor and carried by unanimous vote to place the order for a new one ton pickup truck for the Highway Department.

A roll call vote went as follows:

Supervisor Dodd	Aye
Councilman Veazey	Aye
Councilperson Glor	Aye
Councilman Kabel	Aye
Councilman Cianfrini	Aye
Passed (5-0)	

Public Works

The Water Line for District 2 is functioning well; many residents are getting prices to hook up in the spring.

Library

All is ok; the smell is gone from the flooding in the children’s library. The Library Board is hoping to replace the flooring at some point.

At this time Supervisor Dodd stated to the Board that he has heard back from Municipal Solutions and the Town does not qualify for their water grant, but they are looking into other avenues.

TOWN CLERK

The minutes from the January 11, 2011 meeting were approved. A **motion** was made by Councilperson Veazey, seconded by Councilman Kabel and carried by unanimous vote to approve the January minutes as submitted.

The following bills were submitted for approval:

General Fund	22-53	\$ 57,668.21	
Part Town B	5-7	\$ 6,209.12	
Highway DA	11-23	\$ 8,317.67	
Highway DB	3-4	\$ 1,278.60	
Library	1	\$ 45,899.00	
Water District	1-2	\$276,504.05	
Youth Rec	1-2	\$ 1,230.00	
	TOTAL		\$397,106.65

A **motion** was made by Councilperson Glor, seconded by Councilman Veazey and carried by unanimous vote to approve the bills as submitted.

The Town Taxes will continue to be collected until March 31st with minimal penalty. Currently, the Town has collected all its money and \$17,845.07 in Water District 2 Debt Service charges.

Christina from Baldwin Business Service has revised our standard workday reporting sheet. The Supervisor's and the Board member's standard workday hours changed from 8 hours to 6 hours. The Town Clerk's hours went from 6 hours to 7 hours for reporting. Barbara Smith must report her work hours for the year 2011; newly elected officials from the 2011 election will have to report in 2012.

A **motion** was made by Councilman Veazey, seconded by Councilman Cianfrini and carried by unanimous vote to approve the changes to the Standard Workday Reporting.

A roll call vote went as follows:

Supervisor Dodd	Aye
Councilman Veazey	Aye
Councilperson Glor	Aye
Councilman Kabel	Aye
Councilman Cianfrini	Aye

Passed (5-0)

The Oakfield Post Office will no longer be doing bulk mailings; any bulk mailing will have to be sent to Batavia for processing. The Town Clerk is currently getting prices on a postage meter for the Town Office and looking to selling books of stamps at the clerk's office.

In looking for ways to save money, the Highway Superintendent and the Town Clerk called the Genesee Valley Penneysaver to have our newsletter delivered through the Penneysaver. The cost for having our newsletter delivered to Town and Village residents will be \$67.05. This is five times less than we were paying through bulk mail.

A **motion** was made by Councilman Veazey, seconded by Councilman Cianfrini and carried by unanimous vote to have the Penneysaver deliver the Town newsletter.

The Water District 2 Payment Package is presented to the Board, which includes a resolution from Attorney Kevin Earl for attorney reimbursement. Supervisor Dodd stated that an interest of 1.5% be charged.

Town of Oakfield

February 8, 2011

Page 3

**RESOLUTION TO INCREASE COMPENSATION FOR ATTORNEY'S FEES
REGARDING WATER DISTRICT NO. 2**

WHEREAS, Kevin D. Earl, Esq. previously submitted a "Legal Services Agreement", dated February 4, 2009, with regard to Water District No. 2, proposing compensation not to exceed the sum of Four Thousand Dollars (\$4,000.00), and

WHEREAS, Attorney Earl has submitted itemized bills to date totaling Six Thousand Two Hundred Sixty-One and 20/100 Dollars (\$6,261.20), and

WHEREAS, the Town Board believes that this is reasonable compensation for the services rendered, and

WHEREAS, Attorney Earl has requested that the maximum amount of these fees be raised to the sum of Seven Thousand Dollars (\$7,000.00).

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Oakfield, New York, that the maximum allowance for legal services with regard to the Water District No. 2 project shall be raised from the sum of Four Thousand Dollars (\$4,000.00) to the sum of Seven Thousand Dollars (\$7,000.00), and

BE IT FURTHER RESOLVED that the Supervisor is hereby authorized and directed to sign a letter being submitted by Attorney Kevin D. Earl requesting this increase.

Dated: February 8, 2011

MOVED BY: Councilman Kabel

SECONDED BY: Councilman Cianfrini

Approved on Roll Call as follows:

Supervisor Kenneth A. Dodd Yes

Councilman Michael Cianfrini Yes

Councilwoman Carol Glor Yes

Councilman Timothy Kabel Yes

Councilman James Veazey Yes

Passed (5-0)

Legislator Cianfrini would like to hold a Legislative meeting at the Town in the spring. Town Clerk Haacke will contact Carolyn Pratt to schedule this event.

WORK PLACE VIOLENCE

The Town held a meeting on Work Place Violence on February 2, 2011 for all full time employees and two part time employees. PESH wrote the Town up for not having a policy in writing. All Town employees need ID badges; the Recycling Center needs cash controls. All areas that handle cash must have a secured area for handling cash transactions. The Recycling Center will no longer be able to accept cash beginning April 2, 2011; dump tickets will be made available at area businesses as well as the Town.

All employees must go through Work Place Violence training as well as Sexual Harassment Training. Youth Recreation Employees must complete both training sessions before the program begins.

A training session on Work Place Violence will be held at 6 pm on March 8, 2011 for the Councilmen and any employee who must complete the training.

Town of Oakfield

February 8, 2011

Page 4

Jamie Pangrazio contacted Town Clerk Haacke regarding doing a Second Annual Earth Day Celebration on April 23, 2011. Once again this committee will clean up the Town and Village of Oakfield; the landfill will be available to them. A **motion** was made by Councilman Veazey, seconded by Councilman Kabel and carried by unanimous vote to allow the second annual Earth Day.

The following Snow Removal agreement was presented to the Board:

SNOW REMOVAL AGREEMENT

THIS AGREEMENT is made on the 1st day of June, 2011, by and between the Town of Oakfield and the Village of Oakfield in the manner following:

WHEREAS, Section 142 (C) of the Highway Law of the State of New York provides that a Town Board may authorize a Town Highway Superintendent to remove snow from any street in the Village of Oakfield or Town of Oakfield and permit the use of Town Highway equipment to remove such snow upon such terms as may be agreed upon by the Town Board, Town Superintendent of Highways and the Board of Trustees, and

WHEREAS, the Town of Oakfield is willing to perform the work of removal of snow from the streets of the Village of Oakfield upon such terms and rules,

NOW, THEREFORE, in consideration of the mutual covenants between the parties hereto:

1. This agreement shall run from June 1, 2011 to May 31, 2012.
2. The Town of Oakfield shall provide all the labor and equipment necessary for the removal of snow on all Village streets in the Village of Oakfield, in order to provide reasonable passage and movement of vehicles over said village streets, and pushing snow as near the edge of the village streets as is practicable.
3. The Superintendent of Highways of the Town of Oakfield will not be required to remove snow from said Village streets under the terms of this agreement unless and until in his judgment, the Town roads and County roads under his jurisdiction have first been cleared of snow, and said Village streets shall only be cleared of snow by said Town Highway Superintendent of Highways when his duties to remove snow on Town highways has been completed.
4. The Town of Oakfield by its Town Superintendent of Highways covenants and agrees to use due diligence to remove the snow from the Village streets as soon as practicable after each and every winter event.
5. Nothing in this contract is to make the Town of Oakfield or its Superintendent of Highways liable for any damage or liability resulting from the failure of the Town of Oakfield and its Superintendent of Highways to remove said snow under this contract.
6. The Village of Oakfield shall keep all tree limbs overhanging Village streets trimmed to a minimum height of 12 feet to prevent damage to plow lights and antennas, etc.

7. The Village of Oakfield shall keep manhole covers, water valve box covers, and storm sewer grates at or below pavement surfaces to prevent damage to snowplows.

Town of Oakfield
February 8, 2011
Page 5

8. In consideration of the performance of the removal of the snow from the streets of the Village of Oakfield by the Town of Oakfield, the Village of Oakfield agrees to pay the Town of Oakfield on or before October 1st, 2011, the sum of Twenty-six Thousand Seven Hundred Thirty-Nine Dollars and Ninety-eight Cents (\$26,739.98) for the removal of snow from the village streets in the Village of Oakfield, pursuant to the terms of this contract.

9. The Village shall indemnify and hold harmless the Town from any liability for injury to person or property or wrongful death in any way arising out of the performance or lack of performance of this contract by the Town. Except that this paragraph shall not apply to claims resulting from injury to pedestrians or motor vehicles or occupants of said motor vehicles resulting from actual contact of said pedestrian or motor vehicle with a Town motor vehicle.

IN WITNESS THEREOF, this agreement has been executed by the Mayor of the Village of Oakfield, authorized by the Village Board of Trustees and Supervisor of the Town of Oakfield, authorized by the Oakfield Town Board, and agreed upon by the Oakfield Town Superintendent of Highways on the day and year first above written.

Supervisor, Town of Oakfield

Mayor, Village of Oakfield

Seal:

Seal:

2011-2012 SNOW PLOW CONTRACT COMPUTATION

Current contract presented is for a period to run concurrent with Village fiscal year.

Contract to run from 6/1/2011 to 5/31/2012.

Contract based on 100% of County rate of \$5074.00 per mile times Village centerline miles of 5.27.

A **motion** was made by Councilman Cianfrini, seconded by Councilman Veazey and carried by unanimous vote to enter into the Snow Removal Agreement with the Village.

Effective April 1, 2011 new regulations go into effect that all Towns with Recycling Centers must have an electronic recycling dumpster. A company called Regional Computer Recycling & Recovery contacted Superintendent of Highways Dennis and stated that these dumpster are provided free of charge to municipalities; the manufacturers of electronic items cover the charges. A **motion** was made by Councilman Cianfrini, seconded by Councilman Veazey and carried by unanimous vote to engage this company in a free electronics disposal dumpster at no charge to the Town.

At this time Supervisor Dodd presented Alan Dennis a Certificate of Appreciation from the Town of Barre for the use of one of the Town trucks when one of Barres truck was out of commission.

Town of Oakfield

February 8, 2011

Page 6

A new logo for the Town trucks was presented to the Board; they will be printed by Genesee County.

SUPERVISORS REPORT

The Supervisors report is available for review.

LIBRARY LIAISON

Councilperson Glor went in Councilman Veazey's place; Kim Gibson is the new Library Director. Mrs. Gibson finished first on the Civil Service exam!

The bronze figurine that was ordered in memory of Library Trustee Norm Fagnan will be dedicated in the spring.

GAM

The following resolution was recommended for support:

RESOLUTION TO AUTHORIZE A GAM APPOINTED COMMITTEE TO NEGOTIATE A TIME WARNER CABLE FRANSHISE CONTRACT ON BEHALF OF ALL GENESEE COUNTY MUNICIPALITY

WHEREAS, Municipalities in Genesee County individually are attempting to negotiate with Time Warner a Cable Franchise Contract and

WHEREAS, Individual negotiations are time consuming, repetitive and usually non-productive. with all municipalities in Genesee County and authorize GAM to form a committee to collectively negotiate with Time Warner for a Cable Franchise Contract that would be acceptable and applicable to all municipalities in Genesee County.

Offered by: Councilman Cianfrini

Second by: Councilperson Glor

Passed by a vote of 5 yeas and 0 nays

COMMITTEE REPORTS

Buildings and Grounds—there is currently nothing to report regarding the surveys to Town land.

Personnel Committee—currently reviewing the manual to update; each committee member has made notes but now need to coordinate and compile ideas. This manual will include PESH Policies on Workplace Violence, Sexual Harassment and Employee Drug Testing.

WATER TOWER LAND ACQUISITION

The Board was informed at the February 5th meeting with the Village that a purchase has been made.

TOWN COMPREHENSIVE PLAN

The Comprehensive Plan is in need of updating; Councilman Veazey, Supervisor Dodd and the Town Planning Board will work together to review this document and recommend changes.

Town of Oakfield

February 8, 2011

Page 7

Mark Mikolajczyk has been approved and registered for all Code Enforcement classes; Mr. Mikolajczyk completed the first course in January.

It was also reported that there is quite a fund balance left in Water District 2. Highway Superintendent Dennis stated that the Town may not get its wish list, but we may be able to add meter pits. It would be beneficial if we decided to do meter pits if the residents would hold off tapping into the water system until spring.

It was also stated that after the meeting with the Village on February 5th, 2011 it was the consensus of the Board that everything needs to be put in writing when dealing with the Village. Supervisor Dodd stated that any joint relationship requires a memo of understanding.

With no further business to come before the Board a **motion** was made by Councilman Veazey, seconded by Councilman Kabel and carried by unanimous vote to adjourn the meeting at 8:30 pm.

Respectfully submitted,

Melissa M. Haacke
Town Clerk