

**TOWN OF OAKFIELD**

**BOARD MEETING**

**DECEMBER 13, 2011**

Supervisor Cianfrini called the meeting to order at 7:00 pm, followed by the Pledge to the Flag.

PRESENT: Supervisor Cianfrini, Councilpersons Veazey, Glor, Kabel and Martin, Superintendent Dennis, Justice Graham, Town Clerk Haacke, Assessor Flansburg, Deputy Clerk Denny and Brian Glor.

Supervisor Cianfrini asked for a motion to approve the following resolution:

**RESOLUTION ADOPTING LOCAL LAW No. 1 of 2011**

**WHEREAS**, proposed Local Law No. 1 of 2011 of the Town of Oakfield entitled "A Local Law to Enact Parking Restrictions on a Portion of Lockport Road in the Town of Oakfield", which proposed Local Law in its final form was presented to the Town Board at the meeting held on November 9, 2011, and a copy thereof was kept with the Town Clerk and copies both laid upon the desks of the members of said Town Board Members and mailed to each member of the Town Board Members not in attendance at said meeting; and

**WHEREAS**, a public hearing on the advisability of enacting said proposed Local Law was held on December 13, 2011, before this Town Board, pursuant to public notice duly published in The Daily News according to law, at which time all interested persons were heard; and

**WHEREAS**, the Town Board of the Town of Oakfield, New York is of the opinion that adoption of said proposed Local Law No. 1 of 2011 is in the best interest of the Town of Oakfield, New York,

**NOW, THEREFORE, BE IT RESOLVED**, by the Town Board of the Town of Oakfield, New York that said proposed Local Law No. 1 of 2011 be and the same hereby is adopted; and

**BE IT FURTHER RESOLVED**, that a certified copy of said Local Law No. 1 of 2011 be filed with the New York State Secretary of State in accordance with Law.

Dated: December 13, 2011

MOVED BY: Councilman Veazey

SECONDED BY: Councilperson Glor

Approved on Roll Call as follows:

Supervisor Michael Cianfrini	Yes
Councilwoman Carol Glor	Yes
Councilman Timothy Kabel	Yes
Councilman Matt Martin	Yes
Councilman James Veazey	Yes

Passed (5-0)

### **MINUTES**

Supervisor Cianfrini then asked for approval of the minutes of the November 9, 2011 meeting; a **motion** was made by Councilman Kabel, seconded by Councilman Martin and carried by unanimous vote to approve the minutes as submitted.

### **TOWN JUSTICE**

Justice Graham stated that the Town's share of fees will be a little higher this year. For 2012, since the Sheriff's Department has lost some funding there may be a decline.

Supervisor Cianfrini read a "Letter of Resignation" from Justice Dennis Beedham. Justice Beedham will finish out 2011; effective January 1<sup>st</sup> the Town will have one justice for the time being.

### **ZONING OFFICER**

Brian Glor stated that he has issued one permit for a pre-fab home.

Mr. Glor has received two complaints; one on Pine Street and one at the trailer park.

Mr. Glor stated that he has not had contact with Mark Rebert regarding land separation. At this time Deputy Clerk Denny presented to the Board the new Cemetery information that is up on the Website for informational purpose. Deputy Clerk Denny has worked on verifying this information for

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two years, inputting the information into spreadsheets and cross referencing the information with the marked graves at each cemetery in Oakfield.

The information is for those family members of the deceased to find genealogical information, where family is buried and dates of death. This is also helpful for monument companies when looking for the location of graves.

This information will be updated twice a year, in June and December.

Deputy Clerk Denny is currently working on putting House Number information into the computer system for retention purposes.

### **ASSESSOR**

Assessor Flansburg also showed the information on the OARS site regarding parcel information. Tax bills should be out to the Clerks next week; and exemptions will soon follow.

### **HIGHWAY SUPERINTENDENT**

Road Work Update—Road striping is done and looks good.

Check has been received from Torrey Farms Inc. for full payment. Thank you to Supervisor Cianfrini for his help with this matter.

Buildings & Grounds—The Highway Department is currently planning for future projects. Genesee County Youth Bureau requested community service for a youth at the Recycling Center; he is currently working off his hours.

Cemeteries—The cemeteries are closed for the season.

The Deputy Town Clerk just gave a presentation on the cemetery work for the website. Thank you Pam for all your hard work.

Parks—Christmas trees look great.

Planning for future expansion.

The wagons are being used by others; this is what the Town wanted to happen. In the future there will be a use agreement with a hold harmless clause for organizations and/or groups to sign.

Equipment Update—All equipment is up to specs.

Public Works Update—Water District #2 proposal for Caton property regarding meter pits.

The Transmission Line update: Main Street is done and has passed all tests.

The Town of Batavia residents are on the new line.

Village residents are on the new line.

One third of the Town of Oakfield residents are on the new line.

Restoration will happen in the spring.

Library—the Town is working with Will’s Carpet in trimming the doors to fit the new carpet.

Planning Workshops—looking to set a date to meet with Clark Patterson Lee regarding future projects.

The following line item transfers were submitted for approval:

From A7140.1 to A3310.4 \$2193.05 to cover road striping

From DA5140.1 to DA5130.4 \$6323.00 to cover repair of 214 excavator

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

The County is holding a Swearing In ceremony for the recently elected officials, please let the Town Clerk know if you will be attending the ceremony of December 29<sup>th</sup>.

**TOWN CLERK**

The following bills were submitted for approval:

General Fund	363-399	\$35,293.02	
Part Town B	28	\$ 849.43	
Highway DA	122-128	\$24,048.09	
Highway DB	40-49	\$ 5,910.36	
	TOTAL		\$66,100.90

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

The following Snow Removal Contract was submitted for approval:

**SNOW REMOVAL CONTRACT**

This contract made between the TOWN OF OAKFIELD and the OAKFIELD FIRE DEPARTMENT, INC. provides as follows:

WHEREAS, the Oakfield Fire Department, Inc. provides fire protection to the Town of Oakfield,

WHEREAS, the Oakfield Fire Department, Inc. has requested that Town equipment be used to remove snow from the driveways and parking areas surrounding the fire hall located on Albert Street in the Village of Oakfield, New York to facilitate passage and parking by fire equipment, members of the fire department, and patrons of fund raising activities conducted by the fire department,

WHEREAS, the Town Board, pursuant to Highway Law S142-B, is agreeable that the town highway equipment be used for such snow removal,

NOW THEREFORE, it is agreed:

1. This contract shall run for one year commencing November 1st, 2011 thru October 31, 2012.

2. The Town of Oakfield will provide labor, equipment and materials necessary for the removal of snow on the said fire hall property to provide reasonable passage and parking for vehicles on said property.

3. The Superintendent of Highways of the Town of Oakfield will not be required to remove the snow from said fire hall property unless and until in his judgment the snow has been adequately removed from all highways, streets and roads under his jurisdiction. Subject to the foregoing the Town agrees to use due diligence to remove the snow from the fire hall property as soon as practicable whenever such removal is reasonable required in the opinion of the Town Highway Superintendent.

4. 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 or delay by the Town of Oakfield or the Superintendent of Highways in removal of snow under this contract.

5. The Oakfield Fire Department, Inc. agrees to erect markers in locations of sidewalks and other objects protruding into driveways and parking lots as determined by the Superintendent of Highways to be reasonably necessary. The Oakfield Fire Department, Inc. agrees to pay to the Town of Oakfield on or before January 1, 2012 the sum of \$1.00.

IN WITNESS WHEREOF, this contract has been executed by the Supervisor of the Town of Oakfield pursuant to a resolution duly adopted by the Town Board and has been executed by the President of the Oakfield Fire Department, Inc. pursuant to a resolution duly adopted by the Board of Directors of said corporation.

DATED: December 13, 2011

TOWN OF OAKFIELD

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Michael T. Cianfrini, Supervisor

OAKFIELD FIRE DEPARTMENT, INC.

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Robert Hilchey, President

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STATE OF NEW YORK)

COUNTY OF GENESEE) ss.:

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ before me, the subscriber, personally appeared Michael T. Cianfrini; said person to me personally known, who, being by me duly sworn, did state that said person resides at 3544 Drake Road, Oakfield, NY 14125 and is the Supervisor of the Town of Oakfield, the municipal corporation described in and which executed the foregoing instrument; and that the signature of said person was signed thereto by authority of the Town Board of said municipal corporation.

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Notary Public

STATE OF NEW YORK)

COUNTY OF GENESEE) ss.:

On the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ before me personally came Robert Hilchey to me known, who, being by me duly sworn, did depose and say that she is the President of the Oakfield Fire Department, Inc. located on Albert Street, Oakfield, NY 14125 the corporation described in and which executed the above instrument; and that he signed his name thereto by authority of the Board of Directors of said corporation.

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Notary Public

A **motion** was made by Councilman Veazey, seconded by Councilperson Glor and carried by unanimous vote to enter into the Snow Removal Contract with the Fire Department.

Town Clerk Haacke and Assessor Flansburg revisited the BAS Integrated Property System Program that was tabled at the August meeting. This program would allow the clerk's office to archive all the Code and Zoning records past, present and future. Currently, there is twenty-six (26) year's worth of records that are just sitting in boxes with no organized way of retrieving this information. By purchasing this program all records will be archived, there are several ways to filter the information on the properties and future tax information will be transferred to the county in a timelier manner. The cost of the program is \$6,050; the breakdown of line items to pay for this is as follows:

A1410.2	Clerk's Equipment	\$1,000.00
A1420.4	Attorney's Fees	\$2,250.00
A3510.4	Dog Control	\$2,800.00
	Total	6,050.00

As a brief discussion a **motion** was made by Councilman Veazey, seconded by Councilman Martin and carried by unanimous vote to move forward with the purchase of the Integrated Property System with BAS.

#### **SUPERVISOR**

The Supervisor's report is available.

Supervisor Cianfrini received an email from Tom Carpenter requesting a meeting with the Town team. This workshop will be to discuss Water Districts 1, 2 and 3, South Pearl Street and the Water Tank. There may be grant money available for these projects. Supervisor Cianfrini will contact Mr. Carpenter to see if he would be available December 22<sup>nd</sup>; otherwise the Board would like to meet with him on December 28<sup>th</sup> for the Year End meeting.

The Year End meeting will be held at 4:00 pm on December 28, 2011; the Organizational Meeting will be held Wednesday, January 4, 2012 at 4:00 pm.

#### **LIBRARY LIAISON**

Will's Carpet is installing carpet in the Children's Library.

The Town was informed that the Village Code Officer did an inspection on Town owned property within the Village; the Town is exempt from inspections and fees of its own properties. Therefore is there are any fee associated with this inspection from the Village, it is not to be paid.

Supervisor Cianfrini also stated that the Library Board will be looking for a replacement for Don Yunker effective January 1, 2012.

#### **GAM**

Councilperson Glor reported that Mercy EMS was the presenter at the last GAM meeting and they spoke of their second year of operation. Councilperson Glor stated that each Town will be hearing from Mercy soon, as they would like an early "verbal" commitment from each municipality to extend Mercy's contract.

Bergen will host the next GAM meeting.

#### **INSURANCE QUOTE**

The Town has two insurance quotes to review; from Shepard, Maxwell and Hale and Lawley Genesee with NYMIR. Supervisor Cianfrini asked the Board to please review each proposal and the Board will make a decision at the Year End meeting.

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Supervisor Cianfrini also stated that the Zoning Board of Appeals will also need a member to replace Matt Martin who is now Councilman; if anyone knows of someone who is interested please submit the name.

Justice Graham asked for prayers for Dennis Beedham and his family.

With no further business to come before the Board a **motion** was made by Councilman Veazey, seconded by Councilman Martin and carried by unanimous vote to adjourn the meeting at 8:58 pm.

Respectfully submitted,

Melissa M. Haacke  
Town Clerk