

**TOWN BOARD
TOWN OF OAKFIELD
JANUARY 3, 2017**

ROLL

CALL: Supervisor Glor
Deputy Supervisor Veazey
Councilman Kabel
Councilman Martin
Councilman Wolcott

OTHERS

PRESENT: Town Clerk Haacke
Superintendent of Highways Dennis
Assessor Flansburg
Disaster Coordinator Graham

Supervisor Glor called the meeting order at 5:30 PM, followed by the Pledge to the Flag.

SALARY SCHEDULE a motion was by Deputy Supervisor Veazey, seconded by Councilman Martin and carried by unanimous vote to approve the following Salary Schedule:

	2016	2017
Supervisor	7,774.00	7,850.00
Councilman (4) each	2,517.50	2,617.50
Town Clerk	27,762.00	28,370.00
Town Tax Collector	1,786.00	1,825.00
Registrar	650.00	664.00
Justice I	9,506.00	9,714.00
Justice II	9,506.00	9,714.00
Court Clerk I	8,750.00	8,942.00
Highway Superintendent	60,124.00	61,452.00
Public Works Administrator	3,120.00	7,100.00
Parks Administrator Srv	1,512.00	1,992.00
Cemetery Administrator Srv	1,099.00	1,600.00
Assessor	18,000.00	18,394.00
Zoning Officer	4,115.00	3,914.00
Code Officer	3,800.00	3,914.00
Baldwin Business Services	9,400.00	9,400.00
Highway-MEO	22.26 hr.	22.75 hr.
Laborer, PT (Highway-winter)	15.34 hr.	15.68 hr.
Laborer, PT (Highway-summer/mower)	13.80 hr.	14.10 hr.
Deputy Town Clerk	13.04 hr.	13.10 hr.
Laborer, PT (Highway-Summer)	15.34 hr.	15.68 hr.
Public Works Clerk	589.00	1,200.00

RESOLUTION NO. 1-2017: TOWN OF OAKFIELD LEGAL SERVICES AGREEMENT:

Councilman Wolcott offered the following:

RESOLVE, the Town of Oakfield shall enter into a Legal Service Agreement with Attorney David C. Schubel, Attorney at Law for an hourly rate of \$165.00.

Second: Councilman Kabel

Ayes: Glor, Veazey, Kabel, Martin, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

APPOINTMENTS: The following appointments were submitted for approval:

- A. **Monthly Meeting-** Second Tuesday of every month @ 6:30 pm
- B. **Official Newspaper-** The Daily News
- C. **Bank Depository-** Bank of Castile
- D. **Deputy Supervisor-** Councilman Veazey
- E. **Town Zoning Officer-** Mark A. Mikolajczyk
- F. **Code Enforcement Officer-** Mark A. Mikolajczyk
- G. **Library Board of Trustees-** Michael Laycock
- H. **Youth Recreation-**
- I. **Zoning Board of Appeals-** Jamie Lindsley
- J. **Attorney-** David C. Schubel
- K. **Mileage-** current is .5350 cents per mile (IRS rate)
- L. **Surplus Funds-**The Supervisor is directed to invest surplus funds, not to exceed current expenses using area banks.
- M. **Fuel-**The Highway Superintendent is authorized to purchase fuel from any source in case of emergency.
- N. **Buildings & Grounds Administrator-** Alan R. Dennis
- O. **Public Works Administrator-** Alan R. Dennis
- P. **Public Works Clerk** Melissa M. Haacke
- Q. **Parks Administrator-** Alan R. Dennis
- R. **Cemetery Administrator-** Alan R. Dennis
- S. **Utilities-**The Supervisor is authorized to pay all utilities and other invoices to take advantage of due dates.
- T. **Tools-**the Highway Superintendent is authorized to purchase small supplies and tools needed not to exceed \$6,000.00 for the year 2017.
- U. **Town Clerk's Office Hours-**9AM-4PM Monday-Friday. During the month of January, the Clerk's office will be open Saturday, January 21st & January 28th 9AM to Noon.
- V. **Town Clerk's Deputy-** Sherrie A. Rodriguez
Stephanie A. Burgett
- W. **Registrar-** Melissa M. Haacke
- X. **Town Tax Collector-** Melissa M. Haacke
- Y. **Adult Culture & Recreation Administrator-** Melissa M. Haacke
- Z. **Health Reimbursement Administrator-** Melissa M. Haacke
- AA. **Holidays & Sick Days-**the attached list of holidays, sick days and vacation days will be observed by Town Highway Employees
- BB. **Examination of Books-**The annual examination of books will be set by the Audit Committee.
- CC. **Disaster Coordinator-** Thomas A. Graham

A **motion** was made by Deputy Supervisor Veazey, seconded by Councilman Wolcott and carried by unanimous vote to approve the appointments above.

A ROLL CALL Vote went as follows:

Supervisor Glor Aye
Councilman Veazey Aye

Councilman Kabel Aye
Councilman Martin Aye
Councilman Wolcott Aye
PASSED (5-0)

COMMITTEE APPOINTMENTS for 2015 are as follows:

1. **Insurance-** Councilman Kabel/Deputy Supervisor Veazey
2. **Highway-** Councilman Martin/Councilman Kabel
3. **Personnel-** Councilman Wolcott/Councilman Martin
4. **Bldg. & Grounds-** Councilman Kabel/Deputy Supervisor Veazey
5. **Water-** Councilman Kabel/Deputy Supervisor Veazey
6. **Cablevision-** Councilman Martin/Councilman Wolcott
7. **Fire Budget Liaison-** Deputy Supervisor Veazey/Supervisor Glor
8. **Audit-** Councilman Martin/Councilman Wolcott
9. **Library Liaison-** Deputy Supervisor Veazey / Supervisor Glor
10. **Economic Devel.-** Councilman Wolcott/Supervisor Glor
11. **Bookkeeper-** Baldwin Business Service, Nunda, NY
12. **GAM Rep.-** Supervisor Glor
13. **Youth Recreation-** Supervisor Glor/Deputy Supervisor Veazey

A **motion** was made by Councilman Kabel, seconded by Deputy Supervisor Veazey and carried by unanimous to approve the committee appointments as submitted.

Ayes: Glor, Veazey, Kabel, Martin, Wolcott

MOTION carried (5-0)

Councilman Wolcott stated that Cemetery Cleanup will take place Saturday, May 20, 2017.

Disaster Coordinator Graham and Superintendent of Highways Dennis will conduct a meeting to develop an "Emergency Snow Plan." This meeting will take place within the next two weeks.

Councilman Wolcott stated that cleaning the carpets in just the front entry, Clerk's Office, Hallway and small area in conference room would be approximately \$300. **MOTION** Deputy Supervisor Veazey, second Councilman Martin to approve cleaning the carpets.

Justice Graham stated that the Court Books are available for Audit. The Court is also looking for a Court Clerk, as the Current Court Clerk will retire in April.

With no further business to come before the Board, a **motion** was made by Deputy Supervisor Veazey, seconded by Councilman Kabel and carried by unanimous vote to adjourn at 5:52 pm.

Respectfully submitted,

Melissa M. Haacke,
Town Clerk