

TOWN OF OAKFIELD
REGULAR BOARD MEETING
MARCH 13, 2018

ROLL

CALL: Supervisor Glor
Deputy Supervisor Martin
Councilman Carroll
Councilman Kabel
Councilman Martin

OTHERS

PRESENT: Town Clerk Haacke
Superintendent of Highways Dennis
Assessor Flansburg
CEO/ZEO Mikolajczyk
Howard Johns, Planning Board Member
Jamie Lindsley, Oakfield Betterment Committee
Scott D’Alba, Oakfield Betterment Committee
Laurie Nanni, Oakfield Historical Society
Shaun Downey, Oakfield Fire Department
Bob Ostrander, Resident

Supervisor Glor called the meeting to order at 6:30 pm; followed by the Pledge to the Flag.

Minutes of the February 13, 2018 meeting: **MOTION** Deputy Supervisor Martin, second Councilman Wolcott to approve the minutes as written.

Ayes: Glor, Martin, Carroll, Kabel, Wolcott
MOTION CARRIED UNANIMOUS VOTE (5-0)

LAURIE NANNI, OAKFIELD HISTORICAL SOCIETY

First program of the 2018 was the Orphan Train, 50 people attended
A program is scheduled for November, since it falls on Election Day Mrs. Nanni is looking to change the date
Cemetery Cleanup is at Reed this year, May 19th at 8:30 am
Two new books are in the works; People & Places of Oakfield and North Main Street Businesses
The 2019 Historical Display will be of Organizations in Oakfield

JAMIE LINDSLEY, OAKFIELD BETTERMENT COMMITTEE

Mrs. Lindsley once again thanked the Board for their support
Questioned as to what was used for the Judge’s stand. Superintendent Dennis said it was the flat bed, but for the last two years it has not been used. It was asked if a wagon could be used for the Judges—Superintendent Dennis stated they could use the flat bed not the wagon.
Councilman Carroll asked if the flatbed would have a railing for liability purposed;
Superintendent Dennis stated that a temporary railing could be made.
Earth Day cleanup is scheduled for April 21st from 9-noon; will the Town provide the dumpster, gloves, vests, buckets and a shelter for lunch again this year? YES

What should be done with any electronics and/or tires? They should be placed outside of the dumpster. These items are handled differently and cost the Town money to dispose of
 Mrs. Lindsley invited the Board to attend their next meeting on March 21st at 6:30 pm at the Community Room at OACS

It was asked if the work release prisoners could be used if available—YES

Mr. Scott D’Alba once again stated that if the Town need help with the Permits for the road closing to contact himself, Jamie Lindsley or Joel. Superintendent stated that the Town is handling this and help is not needed

SHAUN DOWNEY, OAKFIELD FIRE DEPARTMENT

The Fire District presentation is rescheduled for March 19th at 7 pm at the Community & Government Center

HOWARD JOHNS, OAKFIELD PLANNING BOARD

Mr. Johns spoke about the proposed cell tower

ZBA approved a variance for the right of way

An address needs to given

Superintendent Dennis stated that he will not issue an address without road frontage

Councilman Carroll suggested possibly separating this parcel so there is road frontage. Perhaps using one of the other proposed parcels that does have road frontage. Then an address could be issued; in the event of an emergency, emergency vehicle can get back there.

A Public Hearing is set for April 10th at 6:00 pm on this Special Use Permit.

CEO/ZEO

Mr. Mikolajczyk’s report is available for review at the Town Clerk’s office

An updated Fee Schedule was presented to the Board for approval

BUILDING PERMIT APPLICATION FEES

1-2 Family Dwellings	\$.15 per sq. ft. with \$200.00 minimum
Multi Family Dwellings	\$.15 per sq. ft. with \$250.00 minimum
Additions, 150-600 sq. ft.	\$100.00
over 600 sq. ft.	\$125.00
Decks with or W/O a Roof	
1-150 sq. ft.	\$50.00
Over 150 sq. ft.	\$100.00
Heating Equipment (solid fuel)	\$35.00
Swimming Pools (in or above ground) / Hot Tubs	\$75.00
Ponds	\$35.00

Interior Renovation	\$35.00 plus \$25.00 for inspection
Solar Energy System (Roof Panels)	\$100.00
Generators	\$35.00
Demolition Permits	\$25.00
Starting work without a permit	\$50.00
Accessory Structure	
0-150 sq. ft	\$50.00
151-600 sq. ft.	\$75.00
Over 600 sq. ft.	\$100.00
ZONING PERMIT APPLICATION FEES	
New Home or construction	\$2.50 per 100 sq. ft. with minimum \$35.00
Swimming Pools/Hot Tubs	\$35.00
Ponds	\$35.00
Signs	\$35.00
Fences	\$35.00
Lagoon	\$35.00

MOTION Councilman Wolcott, second Councilman Carroll to approve the schedule as written.

Ayes: Glor, Martin, Carroll, Kabel, Martin

MOTION CARRIED UNANIMOUS VOTE (5-0)

Mr. Mikolajczyk asked the Board if the Solar Modification package could be sent to the County since the corrections have been made. The Town Clerk is to complete the SEQRA and then it can be sent to the County.

SUPERINTENDENT OF HIGHWAYS

- 1) Road Work Update
 - a) Still plowing and treating roads.
 - b) Patching pot holes on a as needed basis.
- 2) Building & Grounds
 - a) Waiting for suggestions on stone cracking and prevention of further damage. Will forward to Clark-Patterson for advisement on a resolution.
- 3) Cemeteries
 - a) Been slow due to weather.

- b) Getting est. for a cremation mausoleum.
- c) Cut down trees at Cary Cemetery and re-plant with decorative trees and get stumps ground. This work has started eleven trees done and more will be completed this year based on the weather. At least six or seven trees will be left.
- d) Planning on paving main driveways this year. Where will funds come from to pay for?
- e) Fence removal at Reed Cemetery will be done as weather permitting, and cut down trees and re-plant with new ones.

Parks

- a) We are looking at some up-grades to park with our Engineers so we can apply for grants as they become available and talk to little league, betterment committee for financial assistance. We may want to consider doing this work and possibly banning it. The drawings are revised now. The cost est. is by Clark-Patterson.
- b) We need to discuss next steps in the park up-grades.
- c) Will be installing memorial bench at the tee ball field permanently on the concrete pad which is finished.

4) Equipment Update

- a) All equipment is in good working order.
- b) Would like approval to replace oldest UTV with new one same size per attached quote.

5) Publics Works Update

- a) WD 7 SERGI needs to come back to do some touch-up restoration.
- b) WD 9 & 3 has some meter pit repairs needed to be done.
- c) WD 10 package has been submitted to RD waiting for final approval funding and to go to bid should be after March 22, 2018.
- d) WD 11 Judge Road, MaCumber Road complete except for restoration in April 2018.
- e) Phase 2 Alabama awarded to Morsch Pipeline, Inc. which includes meter vault at Lewiston Road south at village/town line.
- f) Clark Patterson has started 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. Village will be at all future meetings on sewer, Eric Carlson will be DPW contact person and Dave Boyle is the Village Board contact.
- g) Working on a Genesee County North West Water/Sewer Consortium. Made up of all

The towns and villages in the North West corner of Genesee County. This will handle all the O and M of all the water and sewer in that area. Monroe Water Authority in future is the way to go.

- h) Need to pursue getting together with village with Town Board, Town Attorney, County Attorney, County Highway Superintendent, Village Board, and Village Attorney on water debt distribution.
- 6) Library
- a) Everything seems good.
- 7) Miscellaneous
- a) 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.
 - b) Land fill will open for the whole year weather permitting access.
 - c) We need to look at all our codes and STDs. And be prepared for the future that looks very promising. Stamp is alive and moving forward at a good pace and we need to be prepared.
 - d) Need to revise and up-date our zoning codes.
 - e) Working with a solar company on a solar field installation. Nothing new to report.
 - f) Town Highway and Alabama highway has completed Building road-way, pad, and utility trench for OACS FFA barn. Need to complete install of water line.
 - i) Need to revise and up-date our zoning codes. Will work with CEO/ZEO on reviewing.
 - j) Perm 33c permit for Labor Daze event 3-Days with road closers, barricades, and detours per MUTCD, request from the Village to be joint applicants on the permit. Working with CPL on completing detour traffic plan for DOT.
 - k) Letter from DEC on Oakfield Landfill Inspection. Would like a board member to attend this inspection with me when they come to do the inspection.(see letter dist. By Melissa) They have not contacted us for an inspection yet.
 - l) Would like permission to attend any schooling or seminars pertaining to my positions as Superintendent of Highways, Public Works Administrator, Cemetery Administrator, Parks Administrator, and Buildings & Grounds.
 - m) Be appointed to enter into and sign any shared services agreements on behalf of the Town of Oakfield.
 - n) Be authorized to sign and apply for grants on behalf of the Town of Oakfield.

Superintendent Dennis just wanted the Board to know that seven (7) trees in Cary Cemetery have been removed, 6 or 7 will remain. Ornamental trees will be planted to replace some of the trees taken down.

A quote from LandPro to replace the 2012 XUV was submitted, looking to trade in the XUV and a 21" walk behind lawn mower that is not used. The cost for the new XUV is \$13,894.00; will be paid out of Equipment Reserve. **MOTION** Deputy Supervisor Martin, second Councilman Kabel to approve the purchase of a new XUV with trade in and not to exceed \$13, 894.00.

AYES: Glor, Martin, Carroll, Kabel, Martin

MOTION CARRIED UNANIMOUS VOTE (5-0)

The Town should be receiving the Letter of Conditions for Water District 10 soon after March 22nd.

RESOLUTION NO. 8-2018—REQUEST FOR SCHOOLS

Councilman Kabel offered the following:

March 13, 2018

To: Town of Oakfield Town Board

Request for Schools:

Superintendent of Highways, Alan R. Dennis requests Town Board approval to attend Highway Superintendents School, 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 position by the Oakfield Town Board.

Town of Oakfield
Superintendent of Highways

Alan R. Dennis

Second: Councilman Wolcott

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

RESOLUTION NO. 9-2018—CONTRACT FOR SHARED SERVICES

Deputy Supervisor Martin offered the following:

March 13, 2018

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 Wolcott

Ayes: Glor, Martin, Carroll, Kabel, Martin

APPROVED UNANIMOUS VOTE (5-0)

RESOLUTION NO. 10-2018—AUTHORITY TO SIGN FOR GRANTS

Councilman Wolcott offered the following:

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 sign Grant Applications on behalf of the Town of Oakfield as it becomes necessary.

Second: Councilman Kabel

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

TOWN CLERK

Abstract 3-2018: MOTION Councilman Wolcott, second Councilman Carroll to approve the following:

General Fund	904-941	\$40,921.89
Highway DA	302-328	\$45,301.82
Highway DB	178-181	\$ 6,202.38
Part Town B	114-117	\$ 866.45
Water District	6	\$ 318.00
Special District	173-178	\$17,033.70
	TOTAL:	\$110,644.24

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

RESOLUTION NO. 11-2018—RESOLUTION AUTHORIZING ASSUMPTION OF LIABILITY FOR HIGHWAY WORK PERMIT STAMP OFFSITE WATER MAIN PHASE TWO IN THE TOWN OF OAKFIELD

Councilman Wolcott offered the following:

Whereas, The Town of Oakfield, being a co-applicant on a Highway Work Permit issued by the New York State Department of Transportation for the Genesee County Economic Development Center, STAMP Offsite Water Main Phase-2 Project on State Route 63 and 77 within the Towns of Alabama and Oakfield, and

Whereas, in lieu of a performance bond for the portion of the project located in the Town of Oakfield, the State of New York will only allow the water main installation if the Town of Oakfield agrees to assume full responsibility and liability and guarantees remediation of any damage caused directly or indirectly within the state right-of-way in accordance with its Undertaking with New York State.

Now, therefore, be it resolved:

Section 1: That upon construction of the water main, the Town of Oakfield agrees to assume full responsibility and liability and guarantees remediation of any damage caused directly or indirectly within the state right-of-way in accordance with its Undertaking with New York State.

Section 2: That this resolution shall take effect immediately.

Section 3: That the Town Clerk is hereby directed to transmit two (2) certified copies of the foregoing resolution to:

New York State Department of Transportation
1530 Jefferson Road
Rochester, New York, 14623
Attn. David Goehring, Regional Traffic Engineer.

Second: Councilman Kabel

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

State of New York)
County of Genesee)
Town of Oakfield)

I, Melissa M. Haacke, hereby certify that I am the duly elected, qualified and now acting Clerk of the Town of Oakfield, that I have compared the foregoing transcript of the Town Board minutes of March 13, 2018, with the original thereof on file in my office, and certify that it is a correct transcript therefrom and of the whole of the original thereof.

Given under my hand and the seal of the Town of Oakfield this 13th day of March, 2018.

Town Clerk

RESOLUTION NO. 12-2018—BRIDGE NEW YORK GRANT APPLICATION

Councilman Kabel offered the following:

WHEREAS, the New York State Department of Transportation is soliciting applications for the Bridge-NY Program which provides 100% state funding for up to 1 bridge replacements and 3 culvert replacements for a municipality per year.

WHEREAS, Genesee County maintains all bridges and culverts over 5 feet in diameter for each municipality in the County.

WHEREAS, the New York State Department of Transportation allows municipalities to sponsor applications to the Bridge-NY program for all bridges and culverts within their community regardless of ownership.

WHEREAS, Genesee County is looking to maximize the use of state aid to help alleviate its backlog of bridge and culvert replacements.

WHEREAS, Genesee County will prepare Bridge-NY applications, provide interim funding and administer the program at no cost to the Town.

WHEREAS, Towns are required to authorize Bridge-NY applications as the sponsor of the project.

RESOLVED, the Town Board does hereby authorize the Superintendent of Highways to submit the applications for the Bridge NY Program as recommended by Genesee County.

Second: Councilman Wolcott

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

CHANGE ORDER No. 1 WATER DISTRICT 11—MOTION Deputy Supervisor Martin, second Councilman Carroll to authorize the Supervisor to sign the change order.

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

RESOLUTION NO. 13-2018—REMOVE AND ADDITION TO BANK ACCOUNTS

Councilman Kabel offered the following:

WHEREAS, the former Deputy Supervisor James Veazey has resigned from the Town Board, and

WHEREAS, Mr. Veazey was an authorized signer on the Money Market, Joint Checking, Water Districts 2-11 and the 2017 Roads Project accounts on deposit with the Bank of Castile, and

THEREFORE, BE IT RESOLVED, that James Veazey be removed from the Bank of Castile accounts on which his name appears as an official of the Town of Oakfield and as to those accounts current Deputy Supervisor Matthew E. Martin and Councilman Kim E. Wolcott as well as Supervisor Carol L. Glor remain on said accounts.

Second: Councilman Carroll

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

The Oakfield Dog Enumeration will continue in April. The Enumerator will begin going door to door looking unlicensed dogs in the Town & Village.

The Youth Recreation Committee has met and all positions for the 2018 season have been advertised. The deadline for applications is April 16th. Paul Osborn is the new chairman of the committee.

The BAN for the Townlines Water District 6 and the Building Expansion closed today.

Still collecting taxes; approximately \$175,000 left to collect.

Supervisor Glor requested that the Town Board approve Town Clerk Haacke get paid \$4,434.00 for the scanning that is being done in the Office. Deputy Supervisor Martin stated that the pay rate will be \$15.00 per hour. **MOTION** Councilman Martin, second Councilman Wolcott to approve the pay rate and not exceed \$4,434.00 for 2018.

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

SUPERVISOR

MOTION Councilman Wolcott, second Councilman Kabel to approve the Supervisor's Report as submitted.

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

LIBRARY LIAISON

Supervisor Glor attended the meeting

New Board Carol D'Alba

Looking to put in a lift to get handicap patrons downstairs

The Board feels the Librarian, Kim Gibson should get a hold of Buildings & Grounds Administrator Alan Dennis. They need to discuss exactly what they want to install and have Administrator Dennis contact Clark Patterson Lee to ensure the building is structurally sound to do this project.

Deputy Supervisor Martin agreed that Clark Patterson has to be involved. The Library should also looking into fundraising for this project. Deputy Martin stated that he has no problem if this project will work out, but the Town cannot afford to pay more money another major project.

Buildings & Grounds Administrator stated the way he found out about the project was through an article in the Batavian. The Town should have been informed prior to that release.

The Board requested Administrator Dennis contact Clark Patterson for a quote as to how much a structural analysis will cost the Town.

GAM

The speakers were unavailable due to the train derailment in Attica

The next meeting is scheduled for March 15th

Councilman Wolcott again stated the Town is planning the cemetery cleanup for May 19th at 8:30 am. Councilman Wolcott will be contacting the Boy Scouts and Lion's Club. Superintendent Dennis stated that there will be a port-a-potty at the cemetery that day as well.

OLD BUSINESS

New date the for the Fire District meeting is March 19th at 7 pm

NEW BUSINESS

Karen Morris has asked to be reappointed to the Planning Board for another 5 year term. **MOTION** Deputy Supervisor Martin, second Councilman Carroll to approve appointing Mrs. Morris for another term.

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

Tracy Denny submitted a letter to be appointed to the Youth Recreation Committee. **MOTION** Councilman Kabel, second Councilman Wolcott to be appointed to the Youth Recreation Committee for a 5 year term.

Ayes: Glor, Martin, Carroll, Kabel, Martin
MOTION CARRIED UNANIMOUS VOTE (5-0)

Supervisor Glor reminded the Board that there are opening on the ZBA Board and Grievance Board.

FARMLAND PROTECTION

MOTION Deputy Supervisor Martin, second Councilman Wolcott to send the Agricultural and Farmland Protection Plan to the county. After which the Town Board will hold a Public Hearing.

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

Adjournment—**MOTION** Councilman Kabel, second Councilman Wolcott to adjourn the meeting at 8:36 pm.

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

Respectfully submitted,

Melissa M. Haacke,
Town Clerk