

**TOWN OF OAKFIELD
REGULAR BOARD MEETING**

APRIL 10, 2018

ROLL

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

OTHERS

PRESENT: Town Clerk Haacke
Superintendent of Highways Dennis
Assessor Flansburg
CEO/ZEO Mikolajczyk
Laurie Nanni, Oakfield Historical Society
Paul Osborn, Youth Recreation
Bob Ostrander, Resident
Jazmin Mateis-Rendon, Student
Kaitlyn Wissinger, Student

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

Minutes of the March 13, 2018 & Special Meeting of April 2, 2018: **MOTION** Councilman Wolcott, second Councilman Kabel to approve the minutes as written.

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

RESOLUTION NO. 16-2018—SPECIAL USE PERMIT FOR CELL TOWER

Councilman Kabel offered the following:

WHEREAS, Oakfield Alabama Realty will lease land for a cell tower in the Town of Oakfield; and

THEREFORE, BE IT RESOLVED, the Town Board approves the Special Use Permit and requires that a permanent easement for utilities comes off of Maltby Road to create the 911 house number.

Second: Councilman Wolcott

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

CARRIED UNANIMOUS VOTE (5-0)

LAURIE NANNI, OAKFIELD HISTORICAL SOCIETY

Helping two families with Ancestry.com work
Chamber of Commerce is advertising meetings
Cemetery Clean up all set
Museum Re-opening is set for April 21 from 11-3
This year marks the 20th Anniversary of the Historical Society
Re-Enactment is to be done at the Grand Opening

Organizing the Golf Tournament Fundraiser scheduled for June 23rd
New website is up and running
Looking into getting the kitchen certified

PAUL OSBORN, YOUTH RECREATION

Committed to meeting on the 4th Monday of each month at 6:00 pm
May will be quite busy with extra meetings and trainings
April 23rd Committee to review applications
May 5th interviews
May 7th follow ups
May 12th completion of paperwork and training
May 15th Paperwork to the County
May 19th follow up with County
June 1st all paperwork and summer schedule to Town Clerk & disbursed to school
July 9th-August 10th Program dates
New this year is the lunch program through the School which is FREE to all who attend
Youth Committee is trying to use the pool at the school; waiting on cost of life guards
Again there will be trips to the Library and field trips
Going to train the employees in basic first aid
Committee intends to continue to fund the 7th Grade Field Trip to Swain
May do a roller skating party through the school
In 2019 the Committee wants to revitalize the swim program
There is a good amount of unexpended balance in the Youth Budget
Since there is no charge from the school for buses, low cost of field trips
Received \$2000 in a grant from the Genesee County Youth Bureau
Committee will hire a sixth Rec Aid
Increases in minimum wage continues to be a large part of the budget
Ensure that the Director is spending money on supplies this year

CEO/ZEO

Mr. Mikolajczyk's report is available for review in the Town Clerk's office during regular business hours

ASSESSOR

2018 change notices will go out next week

SUPERINTENDENT OF HIGHWAYS

- 1) Road Work Update
 - a) Still plowing and treating roads when needed.
 - b) Patching pot holes on an as needed basis.
 - c) Cleaning-up trees from April 4 wind storm.

- 2) Building & Grounds
 - a) Setting-up contract for building generator servicing.

- 3) Cemeteries
 - a) Getting quotes for new trees and bushes for Cary and Reed cemetery. From Northern Nurseries.

- 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. Two trees came down in the wind storm.
- f) Setting-up supplies and work for clean-up day May 19, 2018 at Reed Cemetery with Councilman Wolcott.

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.
- d) Starting to clean-up park and repair bleachers for opening day of little league April 28.

4) Equipment Update

- a) All equipment is in good working order.
- b) Order placed for new utv 825i per 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. Waiting on Dawn from RD.
- 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. Pre-Construction Maybe Thursday 4-12-18.
- 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.
- g) Monroe Water Authority in future is the way to go. Waiting for city water plant to go off line first before that can happen.
- 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) Working on quote from CPL for elevator install at the library. CPL will come out week of April 16, 2018 would like a board member to attend.

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) Working with a solar company on a solar field installation. Nothing new to report.
- d) 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) DEC has not yet contacted Oakfield for Landfill Inspection.
- l) Dates I will be out of town: May 2, 2018 Western NY Water 8am-4pm, New York Rural Water May 21-22-23 Verona NY, Highway School June 3-4-5-6 Ithaca NY
- m) Approve NYSDOT mowing contract for 2018.
- n) Approve 284 agreement for road work 2018.
- o) Approve NYSDOT PERM 33 Permit

Alan R. Dennis
Superintendent of Highways
Public Works Administrator
Cemetery Administrator
Parks Administrator

RESOLUTION NO. 17-2018—CEMETERY TREES

Deputy Supervisor Martin offered the following:

BE IT RESOLVED, the Town Board of the Town of Oakfield will allow the Highway Superintendent to spend up to \$7500.00 in a mix of trees; having Paul Osborn help with the selection.

Second: Councilman Wolcott

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

RESOLUTION NO. 18-2018—AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS

Councilman Wolcott offered the following:

AGREEMENT between the Town Superintendent of Highways of the Town of OAKFIELD GENESEE County, New York, and the undersigned members of the Town Board.

Pursuant to the provisions of Section 284 of the Highway Law, we agree that moneys levied and collected in the Town of Oakfield for the repair and improvements of highways, and received from the State for State Aid for the repair and improvement of highways, shall be expended as follows:

1. GENERAL REPAIRS. The sum of \$322,249.00 shall be set aside to be expended for primary work and general repairs upon 20.21 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewals thereof.
2. PERMANENT IMPROVEMENTS. The following sums shall be set aside to be expended for the permanent improvements of the town highways:
 - a. On the road commencing at ALL TOWN OWNED ROADS, a distance of 20.21 miles. There shall be expended not over the sum of \$71,370.00.

Executed in duplicate this 10th day of April, 2018

Second: Councilman Kabel

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

RESOLUTION NO. 19-2018—NYS DOT MOWING CONTRACT

Councilman Kabel offered the following:

WHEREAS, the Superintendent of Highways has been notified by NYSDOT of the Roadside Mowing Agreement; and

THEREFORE, BE IT RESOLVED, the Town of Oakfield shall enter into the 2018 Roadside Mowing Agreement with NYSDOT.

Second: Councilman Wolcott

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

RESOLUTION NO. 20-2018—DOT PERM 33 PERMIT

Councilman Kabel offered the following:

NOW, THEREFORE, BE IT RESOLVED, that the Town Board agrees to enter into a Highway Work Permit application for non-utility work.

Second: Deputy Supervisor Martin

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

TOWN CLERK

Abstract 4-2018: MOTION Deputy Supervisor Martin, second Councilman Wolcott to approve the following:

| | | |
|--------------|--------------|--------------------|
| General Fund | 942-967 | \$25,995.17 |
| Part Town B | 118 | \$ 482.83 |
| Highway DA | 329-338 | \$ 9,106.05 |
| Highway DB | 182 | \$ 940.61 |
| Water | 7-180 | \$ 7,245.00 |
| Youth Rec | 24 | \$ 250.00 |
| | TOTAL | \$44,019.66 |

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

Two BAN's were paid in the last week; one for \$4.5 million between WD6, Building Expansion and WD7 and WD9. There were issues with both BANs due to the way Municipal Solutions writes the BANs. Assessor Flansburg, the team at Baldwin Business Services and the Town Clerk spent several hours trying to get the interest credited to the correct project. This has been an ongoing issue, since Municipal Solutions insists on combining projects instead of issuing BANs for each project as we have requested.

The Centennial Committee submitted their balance sheet per the request of the Town Attorney. The committee will host the Mother/Son in May.

| Oakfield Centennial Committee Balance Sheet | | | |
|--|-------------------------------------|----------------|--------------------|
| 2/1/2018 | | | |
| 1/31/2018 | Beginning Balance | | \$ 917.27 |
| | | Deposit | Withdrawl |
| 2/15/2018 | Father Daughter Dance -Starter Cash | | \$ 250.00 |
| 2/21/2018 | Father Daughter Dance-Deposit | \$ 1,326.32 | |
| | Santinos Pizzeria | | \$ 218.00 |
| | Steve Ognibene-Pictures | | \$ 232.20 |
| | T/O Oakfield-supplies | | \$ 80.54 |
| | | | |
| | | | |
| 2/28/2018 | Ending Balance | | \$ 1,462.85 |
| | | | |
| | | | |

Tax Collection is complete and turned into the County.

The Town Clerk will be out of the office April 23 & 24.

SUPERVISOR

MOTION Deputy Supervisor Martin, second Councilman Wolcott to approve the Supervisor's report as submitted.

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

LIBRARY LIAISON

Carol D'Alba is the new Library Trustee
Library Board is looking into an elevator or lift
Looking to renovate the Youth/Adult areas
Next meeting is April 11th

GAM

Supervisor Glor was unable to attend the last meeting; but going forward meetings will alternate between the Town of Batavia and County Building No. 2.

OLD BUSINESS

State Grant for Water District No. 5—Supervisor Glor contacted Jay Grasso regarding his DASNY Grant. It has been four (4) years and we still have not received the funds. Mr. Grasso will contact his contact in Albany to see what is happening.

WD10—waiting on the funding package from Rural Development.

FIRE DISTRICT

Supervisor Glor stated that the Village Board has not discussed this yet since there is a new Mayor and two new Trustees.

RESOLUTION NO. 21-2018—PROCEED WITH FIRE DISTRICT

Councilman Wolcott offered the following:

BE IT RESOLVED, that the Oakfield Town Board is in favor of forming a Fire District and would like to move forward with the Village and Fire Department.

Second: Councilman Carroll

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

NEW BUSINESS

Public Hearing for the Farmland Protection Plan is scheduled for 6:15 pm May 8th.

Mayor Boyle contacted Supervisor Glor and would like to have a Village Trustee attend Town Board meetings and a Town Board member attend Village Board meetings.

Paul Osborn thanked Superintendent of Highways Dennis for the use of the outdoor lights at DeWitt Park while the ice rink was in use.

Adjournment-- MOTION Councilman Kabel, second Deputy Supervisor Martin to adjourn the meeting at 8:02 pm.

Respectfully submitted,

Melissa M. Haacke,
Town Clerk