

**TOWN OF OAKFIELD**  
**REGULAR BOARD MEETING**  
**DECEMBER 11, 2018**

**ROLL**

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

**OTHERS**

**PRESENT:** Town Clerk Haacke  
Superintendent of Highways Dennis  
Disaster Coordinator Graham  
Code/Zoning Officer Mikolajczyk

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

**Minutes of the November 13, 2018 Regular Board Meeting:** **MOTION** Deputy Supervisor Martin, second Councilman Kabel to approve the minutes as written.

**Ayes:** Glor, Martin, Carroll, Kabel, Wolcott

**MOTION CARRIED UNANIMOUS VOTE (5-0)**

**TOWN JUSTICE**

Supervisor Glor was presented with a letter to schedule the 2019 Justice Audit

**DISASTER COORDINATOR**

Working to update the snow plan  
Update is waiting on new school Superintendent to be at the school  
Updating contacts on emergency list  
Updating the emergency plan

**CODE/ZONING OFFICER**

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

**SUPERINTENDENT OF HIGHWAYS**

- 1) Road Work Update
  - a) Cutting-down dead trees along road sides where needed.
  - b) Mowing road sides at a halt due to change in weather.
  - c) Trying to schedule putting up snow fence with Alabama highway, the weather is factor in doing so.
  
- 2) Building & Grounds
  - a) Everything is in working order.

- b) Would like to get estimate to complete building at land-fill with a concrete floor, interior lighting, exterior lighting (both with led lighting), and new overhead doors. Most work to be completed by town work force. Would like a resolution to proceed.

3) Cemeteries

- a) Cleaning up on a continual bases.
- b) Three trees are left to be cut down in Cary Cemetery.
- c) Planning on paving main driveways this year. Where will funds come from to pay for? ( Will need to wait till 2019 or 2020)
- d) Revenues on schedule with budget.

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. Little league wishes to be involved along with youth rec.
- c) Would like to revamp current baths to uni-sex handicap accessible. Most of the work to be done by town forces.

**MOTION** Councilman Kabel, second Councilman Wolcott to move forward with revamping but leave male/female, remove urinal and add new doors.

**Ayes:** Glor, Martin, Carroll, Kabel, Wolcott

**MOTION CARRIED UNANIMOUS VOTE (5-0)**

4) Equipment Update

- a) Truck 202 is all fixed and running great along with trucks 203 & 201.
- b) Equipment all ready for winter.
- c) Roller up-grade and five year replacement program all in place.  
318 Excavator up-grade also in place along with five year lease program with Caterpillar financial for both the roller and excavator.

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 is out to bid, January 4, 2019 bid opening and town board will award at January 8<sup>th</sup> meeting.
- d) WD 11 ext. Lewiston Road being worked on by Clark Patterson.
- e) Phase 2 Alabama is completed except for restoration in spring of 2019.
- 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 to sign a contract with MCWA 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.

- i) Ransco will be installing master meter pits at Drake Street, Maltby Road, and Lockport Road under Elba phase 2 and 3.

6) Library

- a) Working with CPL for elevator install at the library. CPL has come took pictures and measurements and done preliminary drawings. Estimate looks very good, the library is working on getting grant money to install.

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.
- j) Need to revise and up-date our zoning codes and town required permits.
- k) DEC has completed the Landfill Inspection waiting for the report.
- l) Like to pursue setting up a town wide drainage district. Will be some engineering costs up front then add a general fund budget item. Working with Home Land Security on possibly some funding. Would like a resolution to proceed.

**MOTION** Councilman Wolcott, second Councilman Carroll to begin the process of a townwide drainage district. Looking at feasibility, cost and what makes sense for the Town & Village.

**Ayes:** Glor, Martin, Carroll, Kabel, Wolcott

**MOTION CARRIED UNANIMOUS VOTE (5-0)**

- m) Village has used our new compact tractor to clean snow off sidewalks, a couple of times due to their equipment break down and a couple of times to assist in getting it done in a timely period along with their equipment.

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

3219 Drake Street  
Oakfield, New York 14125  
585-813-3352 cell phone  
585-948-5835 ext. 103 office  
585-948-8108 fax

**TOWN CLERK**

**Abstract 12-2018—MOTION** Councilman Wolcott, second Councilman Carroll to approve the following:

General Fund	1193-1224	\$21,446.74
Highway DA	410-426	\$67,277.41

Highway DB	231-235	\$ 3,219.70
Part Town B	145-146	\$ 1,433.56
Special Districts	190-191	\$ 840.00
	TOTAL	\$94,217.41

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

Preparing for tax collection  
 Payments will be accepted online for taxes and dog licenses this year  
 Yearend tasks being completed

**SUPERVISOR**

**MOTION** Councilman Wolcott, second Deputy Supervisor Martin to accept the Supervisor’s Report as submitted.

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

**At 6:56 pm Mike Cianfrini entered the meeting**

**LIBRARY LIAISON**

Working on year-end items

**GAM**

Discussion was Sales Tax, as it is still an issue  
 Next meeting is Thursday, December 20<sup>th</sup>

**NEW BUSINESS**

**Year-End Meeting**—December 28<sup>th</sup> at noon  
**Organizational Meeting**—January 2<sup>nd</sup> at noon

**Cyber Insurance**

We need someone to explain what this covers and how it applies to us, still is not clear

**Betterment Committee**

Deputy Supervisor Martin spoke on behalf of the Betterment Committee  
 Betterment would like to contribute to a community project with the Town  
 This year, after Labor Day they were able to make donations in the amount of \$2,500  
 Betterment currently has a fund balance of \$10,000.00 which is ear marked for startup Labor Day 2019  
 Superintendent Dennis said they should talk to the Library about the elevator  
 The Town may look into handicap playground equipment at a later date

**RESOLUTION NO. 55-2018—MJ MECHANICAL MAINTENANCE CONTRACTS**

Councilman Carroll offered the following:

**BE IT RESOLVED**, the Town Board of the Town of Oakfield will continue their contract with MJ Mechanical for the HVAC Equipment and add the Hot Water tank (which is actually a boiler) at a rate of \$105.00 per hour.

**Second:** Deputy Supervisor Martin  
**Ayes:** Glor, Martin, Carroll, Kable, Wolcott  
**APPROVED UNANIMOUS VOTE (5-0)**

**SNOW & ICE CONTRACT WITH THE COUNTY**  
Town will get paid \$5,432.00 per mile for 2019

**VILLAGE SNOW REMOVAL CONTRACT**

The Village contract for plowing Village roads for 2019 is \$28,626.64 (5.27 miles in the Village)

**MOTION** Councilman Wolcott, second Deputy Supervisor Martin to approve the Village Snow Removal contract.

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

**PROPOSED NEW JAIL FACILITY**

Disaster Coordinator Graham stated that he attended a meeting with the Deputy County Manager regarding the jail. There are two consultants the county is meeting with, another meeting is scheduled soon. The hope is by January one of these two consultants will be awarded the job.

The Town & Village are looking to move forward with the Fire Department meetings

**Adjournment:** **MOTION** Councilman Kabel, second Councilman Wolcott to adjourn the meeting at 8:42 pm.

Respectfully submitted,

Melissa M. Haacke,  
Town Clerk