

TOWN OF OAKFIELD

BOARD MEETING

FEBRUARY 9, 2016

ROLL

CALL: Supervisor Glor
Councilman Kabel
Councilman Martin
Councilman Wolcott

OTHERS

PRESENT: Town Clerk Haacke
Superintendent of Highways Dennis
Disaster Coordinator Graham
Assessor Flansburg
Jeremy DeLyser, Clark Patterson Lee
Paul Osborn, Genesee County Parks & Recreation
Bob Ostrander, Town Resident

Supervisor Glor called the meeting to order at 7:06 pm followed by the Pledge to the Flag.

Minutes of January 12, 2016 Regular Board Meeting: **MOTION** Councilman Kabel, second Councilman Wolcott to approve the minutes as written.

Ayes: Glor, Kabel, Martin, Wolcott

MOTION CARRIED (4-0)

Paul Osborn of Genesee County Parks & Recreation was in attendance to ask the Town Board if they would consider having the Oakfield Alabama Central School give the ice rink to the County to be placed in DeWitt Park instead of the Town Park. The County is better suited to place the ice rink and has the ability to maintain the rink during the season.

MOTION Councilman Wolcott, second Councilman Martin to rescind the motion accepting the ice rink from the Oakfield Alabama Central School.

Ayes: Glor, Kabel, Martin, Wolcott

MOTION CARRIED (4-0)

JUSTICE

Things are going well in the new facility.

Elba justices are very happy.

JCAP money is in and a check for \$1920 will be cut to Elba Court for their portion of the grant.

CEO/ZEO

Mr. Mikolajczyk is out of town, his report is available.

HIGHWAY SUPERINTENDENT

Road Work

- Scheduling fixing road side ditch on Hutton Road by USG pond (4 foot pipe wash out). Plan on using 2 ft. x 2 ft. x 6 ft. concrete solid blocks.
- Bridges on Maple Road will be replaced next year by County Highway. Hutton Road will be next year or year after.
- Looking to start mowing brush on road side due to mild winter.

Buildings & Grounds

- Building expansion construction is complete, just working on punch list with all four contractors. All is going very well at this point. Need to send letters to all contractors involved on the project. Need to make out invitation list for Open House on Sunday, April 10th, 2016.
- Need to keep working with our Engineers on the building project and interface with contractors.

Cemeteries

- Been active with burials.
- Working with Councilperson Kim Wolcott on things to repair in cemetery.

Parks

- We are looking at some upgrades to the Park with our Engineers so we can apply for grants as they become available. Looking to talk to Little League and the Betterment Committee for financial assistance. Looking to Job Corps to possibly do the work. We may want to consider doing this work and possibly BAN-ing it. The drawings are being revised.

Equipment Update

- All equipment is in good, working order.
- Most new equipment has been delivered except the WACS trailer and that is in transit.

Public Works Update

- Update on Batavia Townlines Project, Oakfield WD 6 is moving forward. Contractor has Townline Road complete, Hutton Road, Route 63, Pekin Road and Fisher Road are complete.
- WD4 is complete.
- WD7 RD wants to fast track the project. Preliminary Funding meeting is set for Wednesday, February 17th at 10:30 am at the Community & Government Center.
- WD5 has restoration scheduled for spring.
- WD9 is being worked on by our Engineers, this is Macomber Road south of Townline and Townline in the town of Alabama. The Public Hearing is complete and the Town has formed the District. Well testing is complete and the Health Department is writing a letter of support for RD

Funding. RD wants to Fast Track this district along with WD7. Funding meeting is the same as for WD7.

- RD stated they have a lot of funding available so we should look at moving WD 10 to Fast Track, WD11 Judge Road & Macomber Road which will be with the STAMP Project. (STAMP is moving now) WD 12 which would be Lewiston Road and maybe include North end of Macomber Road, Lewiston Road and Lockport Road in the Town of Alabama.
- We should be looking at 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.
- 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&M of all the water and sewer in that area.

Library

- We will be bidding out the window replacement for the Library. Library is looking into a grant.
- Waiting on quote to install generator at Library.

Miscellaneous

- Need to set up meeting on possible housing development plan areas for the Town of Oakfield. A Developer has already been here for information on locations for housing tracts.
- Landfill will open for the season and all seems to be going well.
- We need to look at all our codes and Standards. The Town must 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.

TOWN CLERK

Abstract No. 2-2016: MOTION Councilman Martin, second Councilman Wolcott to authorize the following:

General Fund	37-86	\$206,594.41
Highway DA	9-16	\$ 4,281.61
Highway DB	4-6	\$ 1,373.29
Part Town B	3-7	\$ 1,707.32
Youth Recreation	1	\$ 650.00
Special Districts	7-11	\$ 14,852.90
	TOTAL	\$229,459.41

Ayes: Glor, Kabel, Martin, Wolcott

MOTION CARRIED (4-0)

RESOLUTION NO. 12-2016—SEQRA TO ADOPT A NEGATIVE DECLARATION FOR WATER DISTRICT 10

Councilman Wolcott offered the following:

**SEQRA RESOLUTION TO ADOPT A NEGATIVE DECLARATION
FOR TOWN OF OAKFIELD WATER DISTRICT NO. 10**

WHEREAS, the Town Board of the Town of Oakfield has proposed improvements consisting of the construction and installation of approximately 10,500 linear feet of twelve (12) inch water main along portions of Drake Street and Fisher Road; together with all related right-of-way costs, site work and other ancillary work, including hydrants, valves, apparatus, and other improvements and costs incidental thereto, to be named Town of Oakfield Water District No. 10, and

WHEREAS, the Oakfield Town Board has determined that the proposed formation of Town of Oakfield Water District No. 10 is an “Unlisted Action”, as defined under the State Environmental Quality Review Act (SEQRA), and has further established itself as the Lead Agency, and

WHEREAS, the Oakfield Town Board, in its capacity as Lead Agency, has caused to be prepared a Short Environmental Assessment Form in order to determine the significance of any potential environmental impacts of the above listed action.

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Oakfield, New York, hereby accepts the Short Environmental Assessment Form prepared by the Oakfield Town Attorney and filed by the Oakfield Town Supervisor, and

BE IT FURTHER RESOLVED that the Oakfield Town Board does hereby declare that the proposed actions of forming Town of Oakfield Water District No. 10 will result in no adverse environmental impacts or that any identified adverse environmental impacts will not be significant, and

BE IT FURTHER RESOLVED that the Oakfield Town Supervisor is hereby authorized and directed to sign Page 4 of the Short Environmental Assessment Form on behalf of the Town as the Responsible Officer in Lead Agency, to verify the determination that the proposed action to form Town of Oakfield Water District No. 10 will not result in any significant adverse environmental impacts.

Dated: February 9, 2016

Second: Councilman Martin

Ayes: Glor, Kabel, Martin, Wolcott
APPROVED UNANIMOUS VOTE (4-0)

RESOLUTION NO. 13-2016—ORDER FOR ESTABLISHMENT OF WATER DISTRICT NO. 10
Councilman Kabel offered the following:

**RESOLUTION AND ORDER FOR ESTABLISHMENT OF
WATER DISTRICT NO. 10
FOR A PORTION OF THE TOWN OF OAKFIELD**

WHEREAS, the Town Board of the Town of Oakfield duly adopted a Resolution directing the Town Supervisor of the Town of Oakfield to file a Map, Plan and Report as prepared by the Town’s engineer for providing the facilities, improvements or services in a portion of the Town of Oakfield, wherein a water district was proposed to be established, as hereinafter described, and

WHEREAS, after the said Town Supervisor duly filed said Map, Plan and Report in the office of the Town Clerk of the Town of Oakfield on October 20, 2015, and the said Town Board did on January 12, 2016, duly adopt an Order reciting a description of the boundaries of the proposed district, the maximum amount proposed to be expended for the improvement, the proposed method of financing to be employed, the fact that a Map, Plan and Report describing the same are on file in the Town Clerk’s Office for public inspection and specifying that said Town Board shall meet at the Town Hall on the 9th day of February, 2016, for the purpose of conducting a public hearing on such proposal to establish the water district with the specified improvements and to hear all persons interested in the subject thereof concerning the same, and

WHEREAS, a “Petition to Request Water District “ was filed in the Oakfield Town Clerk’s Office on December 16, 2015, which was signed by a number of owners within said district, which was greater than the percentage required by law, and

WHEREAS, the improvements proposed consist of the construction and installation of approximately 10,500 linear feet of twelve (12) inch water main along portions of Drake Street and Fisher

Road; together with all related right-of-way costs, site work and other ancillary work, including hydrants, valves, apparatus, and other improvements and costs incidental thereto (referred to herein as “water improvement”), and

WHEREAS, copies of the aforesaid said Order for a Public Hearing were duly published and posted according to law, and said Town Board did, at the time and place specified in said Order, duly meet and consider such proposal and heard all persons interested in the subject thereof, who appeared at such time and place, concerning the same, and

WHEREAS, the evidence offered at such hearing requires that the Town Board make the determinations hereinafter made;

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of Oakfield, in the County of Genesee, that it be and hereby is determined as follows:

(1) The aforesaid “Petition to Request Water District” was signed, and acknowledged or proved or authenticated, as required by law and is otherwise sufficient.

(2) The Notice of Hearing was published and posted as required by law and is otherwise sufficient.

(3) That all the property and property owners within the proposed water district are benefited thereby.

(4) That all of the property and property owners benefited are included within the proposed water district.

(5) It is in the public interest to establish the proposed water district as hereinafter described; and be it

FURTHER RESOLVED that the Town Board does hereby approve the establishment of a Water District as hereinafter described to be known as the Town of Oakfield Water District No. 10. Said Water District being described on **EXHIBIT A**, attached hereto and made a part hereof; and be it

FURTHER RESOLVED that the maximum amount proposed to be expended for such water improvement is \$934,000.00, which is planned to be financed through the USDA Rural Development at an interest rate of 2.875% for a 38 year term in an amount not to exceed \$234,000.00, offset by any funds received from the United States of America, and/or the State of New York, and/or the County of Genesee, and/or local grants; including, but not limited to, a USDA Rural Development Agency grant, of approximately \$700,000.00, and be it

FURTHER RESOLVED that the proposed annual debt service (assuming 15 units) is estimated to be approximately \$681.00 per typical property user in the proposed district, which is a single family home, and be it

FURTHER RESOLVED that a typical household uses 60,000 gallons of water per year and the estimated cost of the water to be purchased by the water district's users is a total of \$4.48 per 1,000 gallons used, plus an annual flat fee of \$120.00 (to be paid \$40.00 per quarter); thereby the average household can expect to additionally pay approximately \$429.00 per year for water purchase above and beyond the debt service, and be it

FURTHER RESOLVED that based upon the foregoing estimates, the total annual cost of the typical property in the proposed district is estimated to be \$1,110.00 per year, and be it

FURTHER RESOLVED that payment of the debt service will be made by levy and collection of special assessments from the several lots and parcels of lands within the water district, which the Town Board shall determine and specify to be specially benefited thereby, so much upon and from each as shall be in just proportion of the amount of benefit conferred upon the same, to pay the principal of and interest on said bonds, as the same shall become due and payable, and be it

FURTHER RESOLVED that each property will also have to pay for service from their home to the road right-of-way, incurring estimated one time costs of approximately \$10.00 per linear feet of pipe for a service line; plus potential well abandonment or separation charges of approximately \$200.00; plus \$75.00 for the Town Code Enforcement Water Service Inspection; as well as any internal plumbing charges, and be it

FURTHER RESOLVED that this Resolution and Order is not subject to a permissive referendum; and be it

FURTHER RESOLVED that within ten (10) days after the adoption hereof, the Town Clerk shall post and publish as provided by law a Notice setting forth the date of the adoption of this Resolution and Order and containing an abstract of this Resolution and Order concisely stating the purpose and effect hereof, and be it

FURTHER RESOLVED that the Town Supervisor, assisted by the Town Attorney and Town Bond Counsel, will prepare an application to the Office of the State Comptroller, Department of Audit and Control for approval of the formation of this Water District.

DATE: February 9, 2016

Second: Councilman Wolcott

Ayes: Glor, Kabel, Martin, Wolcott

APPROVED UNANIMOUS VOTE (4-0)

RESOLUTION NO. 14--2016—SEQRA RESOLUTION TO ESTABLISH LEAD AGENCY STATUS FOR WATER DISTRICT 10

Councilman Wolcott offered the following:

RESOLUTION
SEQRA NOTICE OF INTENT TO SERVE AS LEAD AGENCY
FOR THE FORMATION OF WATER DISTRICT NO. 10 AND EXTENSION OF WATER MAINS ON PORTIONS OF
FISHER AND DRAKE ROADS

WHEREAS, the Town of Oakfield has determined that private water supplies are insufficient for adequate domestic use and fire protection for existing residences and businesses; and

WHEREAS, the extension of transmission mains along portions of Drake Road and Fisher Road would solve the problem of inadequate water supply and poor water quality; and

WHEREAS, the Town of Oakfield purchases water for its existing water districts from the Genesee County Water Authority and has sufficient allocation from the water source to meet any increased need from the proposed district;

WHEREAS, the Village of Oakfield and the Town of Oakfield have entered into an Intermunicipal Agreement to provide maintenance; and

WHEREAS, the Town of Oakfield and the Town of Batavia and the Genesee County Water Authority propose to enter into an Intermunicipal Agreement to allow water sales to supply the proposed water district; and

WHEREAS, the proposed action is consistent with the adopted Comprehensive Plan and the Genesee Smart Growth Plan, and

WHEREAS, the proposed project has been determined to be a Type I action under 6 NYCRR Part 617.4(b)(8);

WHEREAS, a Long Environmental Assessment Form has been prepared for this project;

WHEREAS, the Town of Oakfield Town Board intends to serve as Lead Agency for the SEQRA review of this action; and in this capacity, will determine whether the proposed action will have a significant effect on the environment; and

WHEREAS, a coordinated review of this action will be conducted by the Town Board;

Now, therefore be it resolved:

That the Town Board of the Town of Oakfield hereby designates its intention to serve as Lead Agency for the Coordinated Review of this Type I action under the State Environmental Quality Review Act, and will circulate the Lead Agency Notice and a copy of Part I of the Short Environmental Assessment Form, to all interested and involved agencies. Involved agencies shall be given 30 days from the mailing of the Lead Agency Notice to challenge the Oakfield Town Board’s Lead Agency designation.

Second: Councilman Kabel

Ayes: Glor, Kabel, Martin, Wolcott

APPROVED UNANIMOUS VOTE (4-0)

RESOLUTION NO. 15--2016—FIRE PROTECTION AGREEMENT

Councilman Martin offered the following:

**FIRE PROTECTION AGREEMENT
2016 VILLAGE OF OAKFIELD
TOWN OF OAKFIELD**

THIS AGREEMENT, made this 1st day of January, 2016 between the **TOWN OF OAKFIELD**, Genesee County, New York, hereinafter designated as the party of the first part, and the **VILLAGE OF OAKFIELD**, Genesee County, New York hereinafter designated as the party of the second part,

WITNESSETH: Whereas there has been duly established in the Town Oakfield a Fire Protection District embracing all the territory within the geographical boundaries of the Town of Oakfield, excluding the Village of Oakfield, and,

WHEREAS, the party of the first part duly authorizes a contract with the party of the second part for firefighting and other fire related emergencies occurring in the fire district on the terms and provisions set forth herein,

WHEREAS, this contract has also been duly authorized by the party of the second part to furnish fire protection to the district and the party of the second part, with the full consent of the Oakfield Fire Department, therefore agrees to furnish such protection in the manner following,

1. The fire department of the party of the second part shall, at all times during the period of this agreement, be subject to call for attendance upon any fire occurring in the district, and when notified by alarm or telephone call from any person within the district of a fire, attend upon the fire without delay with one or more companies and with suitable ladder, pumping and hose apparatus of the party of the second part. Upon arriving at the scene of the fire, the firefighters of the party of the second part attending shall proceed diligently and in every way reasonably suggested to extinguishment of the fire, and the saving of life and property in connection therewith. Nothing herein shall be construed to prevent the second party from utilizing "mutual aid".
2. In consideration of the furnishing aid and the use of its apparatus as stated above, the party of the second part is to receive the sum of Fifty Seven Thousand Seven Hundred Sixty Two Dollars and Twenty Cents (\$57,762.20), 58% of the approved budget, and the party of the first part covenants and agrees on behalf of the Fire Protection District to pay the party of the second part on or after January 1, 2016 upon presentation to the party of the first part a duly verified statement.
3. Members of the fire department of the party of the second part, while engaged in the performance of their duties in answering, attending upon or returning from any call provided for by this contract shall have the same rights, privileges and immunities as if performing the same in the Village of Oakfield, Count of Genesee, State of New York.
4. The fiscal officer of the party of the second part shall render a copy of the fire budget, and a yearly financial statement to the party of the first part and the fire department upon request.
5. This agreement shall continue for a period of one year, January 1, 2016 to December 31, 2016. Termination of services requires thirty (30) days' notice in writing by either party upon the other; but, in any event, shall terminate on December 31, 2016. The notice herein

provided for shall be served in the same manner as is required for the service of a summons in an action in the Supreme Court.

6. Parties acknowledge that the Oakfield Fire Department is a Volunteer Fire Department and employs no paid personnel and the fire department of the party of the second part with due diligence attempts to maintain a sufficient number of qualified volunteers to perform the services specified in this contract. As in other volunteer services however, the number of active qualified volunteers has decreased. The party of the second part, therefore, shall not be liable for any failure to perform the services or provide equipment due to lack of qualified personnel. Party of the first part acknowledges that equipment will not be dispatched without adequate, qualified crew.
7. Party of the first part, per complaint to the Town Fire Code Enforcement Officer shall investigate, locate and identify toxic, flammable, explosive and other dangerous materials and provide second party with such information on a regular basis not less than semi-annually with updates of any changes as the same take pace. Upon request of the fire department of the party of the second part, the party will arrange for inspection of any space where toxic, flammable, explosive or other dangerous materials may be stored.

WHEREAS, this contract has no also been duly authorized by the directors of the membership of the Oakfield Fire Department, Inc. and that the Oakfield Fire Department, Inc. has provided the Village of Oakfield with certified copies of the resolutions of this agreement by the Oakfield Fire Department's Board of Director and by its membership.

WHEREAS, the Oakfield Fire Department, Inc. hereby consents and approves of this agreement between the Town Board, Town of Oakfield, New York and the Village Board, Village of Oakfield, New York an agrees to be bound by its terms and provisions set forth herein.


IN WITNESS WHEREOF, the parties have duly executed and delivered this agreement the day and year above mentioned.

ATTEST:

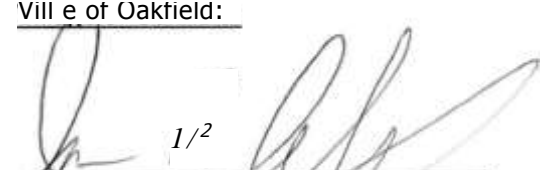
Town of Oakfield:

Town Clerk, Melissa Haacke

Supervisor Carol Glor


Village Clerk, Andrew Maguire

Village of Oakfield:


Mayor, Jason Armbruster

Second: Councilman Kabel

Ayes: Glor, Kabel, Martin, Wolcott

APPROVED UNANIMOUS VOTE (4-0)

The Board was presented with a proposal to purchase five (5) tablets for viewing email, signing vouchers and previewing Board items for the Supervisor and four Councilpersons. The quote from Millennium Computers totals \$1,490.00 with an additional cost for protective cases.

MOTION Councilman Wolcott, second Councilman Martin to purchase the tablets and protective cases.

Ayes: Glor, Kabel, Martin, Wolcott

CARRIED UNANIMOUS VOTE (4-0)

There are a couple transfers that need to come out of the Highway Fund that inadvertently came out of the Building Expansion. The Town Clerk will invoice the changes and vouchers and submit to the Town Board. **MOTION** Councilman Kabel, second Councilman Wolcott to authorize the the invoices and vouchers.

Ayes: Glor, Kabel, Martin, Wolcott

MOTION CARRIED (4-0)

An email was sent to the Town Clerk's email regarding the Sensus Training at the Village for the new radio read program. More information to follow.

SUPERVISOR

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

Ayes: Glor, Kabel, Martin, Wolcott

MOTION CARRIED (4-0)

LIBRARY LIAISON

Supervisor Glor attended the meeting.

A letter was received from Courtney Sillick; she is interested in the open position of the Library Board. **MOTION** Councilman Martin, second Councilman Kabel to recommend Courtney Sillick to the Library Board.

Ayes: Glor, Kabel, Martin, Wolcott

MOTION CARRIED (4-0)

The Library is getting a new design upgrade to their website by the Graphic Arts Class.

GAM

The topic was the County Sales Tax.

Two representatives to sit on the County Committee with the Legislature.

Decision to be made by the end of 2016.

FARMLAND PROTECTION

Wendel to move forward at a faster pace with the Town of Oakfield.
March 3rd, from 6-8 pm Wendel will hold a meeting with stakeholders.

OLD BUSINESS

Purchase of AED for Community & Government Building.

Supervisor Glor stated that in speaking with Sean Downey of the Oakfield Fire Department, we can get a Philips units for \$1,359.00. Mr. Downey will also take care fo the paperwork with the state. **MOTION** Councilman Kabel, second Councilman Wolcott to purchase the AED for the Community & Government Center at a cost of \$1,359.00.

Ayes: Glor, Kabel, Martin, Wolcott

MOTION CARREID (4-0)

A training on the AED is scheduled for February 29th at the 6:30 pm at the Oakfield Fire Hall.
The cost is \$20 per person.

NEW BUSINESS

Supervisor Glor was notified that NYSERDA has a pending grant for the Town of Oakfield in the amount of \$2,240.00.

The cleaners of the building have completed the first cleaning of the entire building; the Clerk's office took an additional 3 hours. The cleaners are requesting \$200.00 per week to clean the whole Community & Governemnt Center. **MOTION** Councilman Martin, second Councilman Kabel to authorize the increase in pay.

Ayes: Glor, Kabel, Martin, Wolcott

MOTION CARRIED (4-0)

Councilman Kabel was contacted by Village resident Matthew Williams who has concerns that the expansion of the new Community & Governement Center he has lost the privacy of his back yard. Mr. Williams told Councilman Kabel that lights are on all night and he can no longer see the wildlife in the back field. Mr. Williams would like the Town to plant an Arborvite hedge on his property. The Town Board would like Councilman Kabel to invite Mr. Williams to a Town Board meeting to voice his concerns in person.

STAMP received the green light to start design for the STAMP Water & Sewer project.

Councilman Wolcott stated that he has been working on ideas for the Cemetery Restoration. He believes this will be in two phases, but will continue working to determine where to start and the cost.

ADJOURNMENT

MOTION Councilman Martin, second Councilman Kabel to adjourn the meeting at 9:12 pm.

Ayes: Glor, Kabel, Martin, Wolcott

MOTION CARRIED (4-0)

Respectfully submitted,

Melissa M. Haacke,
Town Clerk