

TOWN OF OAKFIELD

BOARD MEETING

NOVEMBER 13, 2012

Supervisor Cianfrini called the meeting to order at 7 pm; followed by the Pledge to the Flag.

Present: Supervisor Cianfrini, Councilpersons Glor, Kabel and Martin, Superintendent of Highways Dennis, Assessor Flansburg, Town Clerk Haacke and Code & Zoning Officer Mikolajczyk

The minutes of the October 9, 2012 meeting were approved. A **motion** was made by Councilman Kabel, seconded by Councilperson Glor and carried by unanimous vote to approve the minutes as submitted.

CODE & ZONING OFFICER

Mr. Mikolajczyk' report is available for review.

Issued the following:

- Zoning & Building permit for a storage shed
- Zoning & Building permit for a pole barn
- Certificate of Compliance for Mabon's upper deck
- Zoning & Building permit for a tent garage
- Certificate of Compliance to Dana
- Muntz quanza hut
- Final inspection on Ray Smith's house

SUPERINTENDENT OF HIGHWAYS

- Roadwork update—putting up snow fence
- Road side mowing
- Ditch cleaning

Buildings & Grounds—all is in good shape

Cemeteries—new pricing and rules

**PRICE SHEET FOR TOWN OF OAKFIELD CEMETERIES
EFFECTIVE 11-13-2012
BY ORDER OF OAKFIELD TOWN BOARD**

| | |
|---|-----------------|
| GRAVE PLOTS | \$500.00 |
| GRAVE OPENINGS APRIL 1ST – NOVEMBER 30TH | \$450.00 |
| INFANT OPENINGS UP TO 30" LG. | \$250.00 |

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| | |
|---|--------------------|
| CREMATION OPENING | \$250.00 |
| VAULT STORAGE | \$100.00 |
| HEADSTONE FOUNDATION | .50/SQ. IN. |
| GRAVE OPENING –DECEMBER 1ST – MARCH 31ST | \$550.00 |

**CARY CEMETERY
21 ALBERT STREET
OAKFIELD, NY 14125**

**REED CEMETERY
2635 JUDGE ROAD
OAKFEILD, NY 14125**

**EAST OAKFIELD CEMETERY
3560 LOCKPORT ROAD
OAKFIELD, NY 14125**

A **motion** was made by Councilperson Glor, seconded by Councilman Martin and carried by unanimous vote.

The following resolution was presented to the Board:

THEREFORE BE IT RESOLVED, the scheduling of grave openings and burials in the Town of Oakfield Cemeteries (Cary, Reed and East Oakfield) shall be subject to the following rules:

From April 1st through November 30th it will be at the request of the Funeral Director in coordination with the Superintendent of Highways.

From December 1st through March 31st it will be at the request of the Funeral Director in coordination with the Superintendent of Highways. Only Funeral Director and Highway Department Employees will be allowed at grave site; no grave side services are allowed.

A **motion** was made by Councilperson Glor, seconded by Councilman Martin and carried. Councilman Kabel opposed.

Passed 3-1

Parks—Able Electric still to finish electric work

Equipment update—all up and running

Public Works update—still working on water districts

Test holes complete for Water District #3

New Water Tower bids were open

Library—all is ok

Superintendent Dennis also stated that he is working on Town Standards

Like to thank the Town Clerk, Deputy Town Clerk, Assessor and all who made the Halloween Party a success. Also the Town Board for all the help and allowing us to put this event on.

TOWN CLERK

The following bills were submitted for approval:

| | | |
|--------------|---------|-------------|
| General Fund | 329-353 | \$11,178.19 |
| Highway DA | 116-134 | \$16,095.86 |
| Highway DB | 34-36 | 1,249.80 |
| Part Town B | 26-27 | 837.34 |
| | TOTAL | \$29,361.19 |

A **motion** was made by Councilman Kabel, seconded by Councilman Martin and carried by unanimous vote to pay the bills as submitted.

Town Clerk Haacke requested a \$100 budget for the Town Christmas party; a **motion** was made by Councilman Kabel, seconded by Councilperson Glor and carried by unanimous vote to approve the \$100.

The following undertaking was submitted to the Board:

APPROVAL IF OFFICIAL UNDERTAKING

For Tax Collection Officer

[The Official Undertaking/Bond must be filed with the County Clerk and have attached thereto the approval of the Town Board as set forth below.]

APPROVAL OF THE OAKFIELD TOWN BOARD

We, the undersigned member of the Town Board of the Town of Oakfield, County of Genesee, State of New York, do hereby approve the attached undertaking or bond as to its form, manner of execution, amount and sufficiency thereof, and to the sureties named thereon. Said undertaking or bond shall be conditioned that the collector of the taxes shall well and truly keep, pay over and account for all moneys and property coming into her/his hands as such collector.

Witnessed this 13th day of November, 2012.

Supervisor _____
Council Member _____
Council Member _____
Council Member _____
Council Member _____

[Approval may also be in the form of a copy of the Resolution with the corresponding certification of the Town Clerk.]

Pursuant to Sections 25, 35, 36 and 37 of the Town Law of the State of New York

All Councilpersons signed the Undertaking and the Undertaking will be forwarded to the County Treasurer's Office.

The Final, Approved Budget will be sent to the Secretary of the Legislature this week.

Escrows are beginning to come in.

Final Budget Reporting to Rural Development will be sent in for Water District 2.

The minutes of the Public Hearing for the Budget reflect that the Town will continue to have Health Insurance with MVP. However, in reviewing the final paperwork, it was determined that the Town would not be able to put the full money of the deductible in the HRA account with MVP. The Town can put the full amount of deductible in the HRA account with Independent Health. Therefore, the Town will purchase health insurance through Independent Health for the 2012-2013 calendar year.

Currently there are 25 trees purchased for Triangle Park for Christmas in Oakfield.

The Town will participate in Medina Parade of Lights on November 24th.

SUPERVISOR'S REPORT

The Supervisor's report is available for review.

A letter was received from Stu Brown's office regarding the final application for Water District 3. The cost to prepare the final application will be \$3000.00. A **motion** was made by Councilperson Glor,

seconded by Councilman Kabel and carried by unanimous vote to approve the final application expense for WD3.

GAM

The 2 year study of Co-op Health Insurance has been scrapped. The next meeting is at the Village of Oakfield on November 15, 2012 at 7 pm.

OLD BUSINESS

Supervisor Cianfrini stated that the grant application for the Joint Court Consolidation with Elba has been rejected; Elba is interested in resubmitting the grant application next year.

Supervisor Cianfrini, Town Clerk Haacke and Superintendent of Highways attended the Audit Closeout; the Town has 30 days to respond.

NEW BUSINESS

Town Dump/Trash –nothing new to report.

Michele Graham submitted her resignation from the Library Board effective December 31, 2012.

The following items were submitted from Clark Patterson Lee:

Proposal for Engineering Services, Design Criteria and Construction Specifications for Land Development in the amount of \$12,900. A **motion** was made by Councilman Martin, seconded by Councilperson Glor and carried by unanimous vote to approve the proposal for Land Development not to exceed \$12,900.

Proposal for Engineering Service Water District 9, for a fee of \$2500; a **motion** was made by Councilperson Glor, seconded by Councilman Martin and carried by unanimous vote to approve the Proposal for Engineering for Water District 9 not to exceed \$2500.

Proposal for Engineering Service for Water District 10 in the amount of \$1800; a **motion** was made by Councilman Kabel, seconded by Councilman Glor and carried by unanimous vote to approve the Proposal for Engineering for Water District 10 not to exceed \$1800.

Budget Report No. 9 from Rural Development on Water District 2 requesting grant of \$10,400 was presented. A **motion** was made by Councilman Kabel, seconded by Councilperson Glor and carried by unanimous vote to have Supervisor Cianfrini sign the budget request for funds.

A request for Emergency Service/Mutual Aid was emailed to the Supervisor; it was determined that the Town does not have to sign this document.

The following SEQRs were presented to the Board:

TOWN OF OAKFIELD

WATER DISTRICT NO. 4

SEQR RESOLUTION - NEGATIVE DECLARATION

At the meeting of the Oakfield Town Board held on November 13, 2012, Councilperson Glor moved adoption of the following resolution; Councilman Kabel seconded the motion and was passed.

WHEREAS,

- 1) In accordance with the New York State Environmental Quality Review regulations (SEQR), the Town Board of the Town of Oakfield announced its intent to serve as Lead Agency on October 9, 2012, to conduct an environmental review of public water supply improvements within the Water District No. 4 service area. The project will ensure a safe and reliable potable water supply and fire protection for area residents and businesses.
- 2) The Town Board has determined that the proposed action is a Type I action as defined under SEQR, as the action requires approval of plans by the NYS Department of Health and as portions of the project are located in an Genesee County Agricultural District.
- 3) The Town Board, in its capacity of Lead Agency, has caused to be prepared an environmental assessment of the significance of and potential environmental impact of the action described above.
- 4) On October 11, 2012, the Town Board notified the Involved Agencies of its intention to act as Lead Agency for this project and circulated Part 1 of the full Environmental Assessment Form.
- 5) Comments from Involved and Interested Agencies have been addressed in Part 2 of the EAF. The Town will obtain all necessary permits and approvals from Involved Agencies and will comply with agency requirements.
- 6) The Town Board has considered the Environmental Record prepared for this action, including any comments received from the Involved Agencies, and the proposed Negative Declaration.

NOW THEREFORE BE IT RESOLVED,

The Town Board of the Town of Oakfield declares that it will serve as Lead Agency for the water system improvements proposed in Water District No. 4; and,

The Town Board declares that, based on the Environmental Record which has been prepared, the project will not result in any large and important impacts, and therefore, will not have a significant adverse impact on the environment. A Negative Declaration under SEQR is therefore issued for this project, and the Town Supervisor is hereby authorized and directed to prepare and issue, on behalf of the Town, the form entitled "Negative Declaration Notice of Determination of Non-Significance."

STATE OF NEW YORK:

COUNTY OF GENESEE: ss

TOWN OF OAKFIELD:

I, Melissa Haacke, Town Clerk of the Town of Oakfield, County of Genesee and State of New York, DO HEREBY CERTIFY that I have compared the foregoing resolution duly adopted by the Town Board of the Town of Oakfield on the 13th day of November, 2012, with the original now on file in my office, and the same is a correct and true copy of said resolution and of the whole thereof.

Date: _____

Melissa Haacke, Town Clerk

TOWN OF OAKFIELD

WATER DISTRICT NO. 5

SEQR RESOLUTION - NEGATIVE DECLARATION

At the meeting of the Oakfield Town Board held on November 13, 2012, Councilman Kabel moved adoption of the following resolution; Councilman Martin seconded the motion and was passed.

WHEREAS,

- 1) In accordance with the New York State Environmental Quality Review regulations (SEQR), the Town Board of the Town of Oakfield announced its intent to serve as Lead Agency on October 9, 2012, to conduct an environmental review of public water supply improvements within the Water District No. 5 service area. The project will ensure a safe and reliable potable water supply and fire protection for area residents and businesses.
- 2) The Town Board has determined that the proposed action is a Type I action as defined under SEQR, as the action requires approval of plans by the NYS Department of Health and as portions of the project are located in an Genesee County Agricultural District.
- 3) The Town Board, in its capacity of Lead Agency, has caused to be prepared an environmental assessment of the significance of and potential environmental impact of the action described above.
- 4) On October 11, 2012, the Town Board notified the Involved Agencies of its intention to act as Lead Agency for this project and circulated Part 1 of the full Environmental Assessment Form.
- 5) Comments from Involved and Interested Agencies have been addressed in Part 2 of the EAF. The Town will obtain all necessary permits and approvals from Involved Agencies and will comply with agency requirements.
- 6) The Town Board has considered the Environmental Record prepared for this action, including any comments received from the Involved Agencies, and the proposed Negative Declaration.

NOW THEREFORE BE IT RESOLVED,

The Town Board of the Town of Oakfield declares that it will serve as Lead Agency for the water system improvements proposed in Water District No. 5; and,

The Town Board declares that, based on the Environmental Record which has been prepared, the project will not result in any large and important impacts, and therefore, will not have a significant adverse impact on the environment. A Negative Declaration under SEQR is therefore

issued for this project, and the Town Supervisor is hereby authorized and directed to prepare and issue, on behalf of the Town, the form entitled "Negative Declaration Notice of Determination of Non-Significance."

STATE OF NEW YORK:

COUNTY OF GENESEE: ss

TOWN OF OAKFIELD:

I, Melissa Haacke, Town Clerk of the Town of Oakfield, County of Genesee and State of New York, DO HEREBY CERTIFY that I have compared the foregoing resolution duly adopted by the Town Board of the Town of Oakfield on the 13th day of November, 2012, with the original now on file in my office, and the same is a correct and true copy of said resolution and of the whole thereof.

Date: _____

Melissa Haacke, Town Clerk

TOWN OF OAKFIELD

WATER DISTRICT NO. 6

SEQR RESOLUTION - NEGATIVE DECLARATION

At the meeting of the Oakfield Town Board held on November 13, 2012, Councilperson Glor moved adoption of the following resolution; Councilman Martin seconded the motion and was passed.

WHEREAS,

- 1) In accordance with the New York State Environmental Quality Review regulations (SEQR), the Town Board of the Town of Oakfield announced its intent to serve as Lead Agency on October 9, 2012, to conduct an environmental review of public water supply improvements within the Water District No. 6 service area. The project will ensure a safe and reliable potable water supply and fire protection for area residents and businesses.

- 2) The Town Board has determined that the proposed action is a Type I action as defined under SEQR, as the action requires approval of plans by the NYS Department of Health and as portions of the project are located in an Genesee County Agricultural District.
- 3) The Town Board, in its capacity of Lead Agency, has caused to be prepared an environmental assessment of the significance of and potential environmental impact of the action described above.
- 4) On October 11, 2012, the Town Board notified the Involved Agencies of its intention to act as Lead Agency for this project and circulated Part 1 of the full Environmental Assessment Form.
- 5) Comments from Involved and Interested Agencies have been addressed in Part 2 of the EAF. The Town will obtain all necessary permits and approvals from Involved Agencies and will comply with agency requirements.
- 6) The Town Board has considered the Environmental Record prepared for this action, including any comments received from the Involved Agencies, and the proposed Negative Declaration.

NOW THEREFORE BE IT RESOLVED,

The Town Board of the Town of Oakfield declares that it will serve as Lead Agency for the water system improvements proposed in Water District No. 6; and,

The Town Board declares that, based on the Environmental Record which has been prepared, the project will not result in any large and important impacts, and therefore, will not have a significant adverse impact on the environment. A Negative Declaration under SEQR is therefore issued for this project, and the Town Supervisor is hereby authorized and directed to prepare and issue, on behalf of the Town, the form entitled "Negative Declaration Notice of Determination of Non-Significance."

STATE OF NEW YORK:

COUNTY OF GENESEE: ss

TOWN OF OAKFIELD:

I, Melissa Haacke, Town Clerk of the Town of Oakfield, County of Genesee and State of New York, DO HEREBY CERTIFY that I have compared the foregoing resolution duly adopted by the Town Board of the Town of Oakfield on the 13th day of November, 2012, with the original now on file in my office, and the same is a correct and true copy of said resolution and of the whole thereof.

Date: _____

Melissa Haacke, Town Clerk

With no further business to come before the Board, a **motion** was made by Councilman Kabel, seconded by Councilman Martin and carried by unanimous vote to adjourn the meeting at 8:32 pm.

Respectfully submitted,

Melissa M. Haacke,
Town Clerk