

TOWN OF OAKFIELD
REGULAR BOARD MEETING

APRIL 9, 2019

ROLL

CALL: Deputy Supervisor Martin
Councilman Carroll
Councilman Kabel
Councilman Wolcott

OTHERS

PRESENT: Town Clerk Haacke
Superintendent of Highways Dennis
Assessor Flansburg
Disaster Coordinator Graham
CEO/ZEO Mikolajczyk
Michele Graham, Village Trustee
Mike Schultz, Town of Oakfield MEO
Bryson Tobolski, OACS Student
Bob Ostrander, Resident

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

Minutes of the March 4, 2019 Regular Board Meeting: **MOTION** Councilman Wolcott, second Councilman Kabel to approve the minutes as written.

Ayes: Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (4-0)

JUSTICE

Received the JCAP Grant requested
JCAP will pay for a security camera in the lobby for deputy

CODE/ZONING OFFICER

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

ASSESSOR

The total value of the Town & Village is up \$9.2 million
Taxable value up \$6.2 million and the state says it still isn't high enough
Sales are coming in 15-20% above assessment

SUPERINTENDENT OF HIGHWAYS

- 1) Road Work Update
 - a) Hope-fully Plowing and treating roads and streets as finished.
 - b) Fixing road signs as needed.
 - c) Intersection lighting change to LED working with National Grid and adding three street lights: the curve on Fisher Road by Depew Rod & Gun, intersection of school drive and Maltby Road, and intersection of Maltby Road and Judge Road. Need approval to add 3

lights.

RESOLUTION NO. 19-2019—LED LIGHTING WITH NATIONAL GRID ADDITIONAL LIGHTING

Councilman Carroll offered the following:

WHEREAS, the Town of Oakfield will add three (3) additional street lighting poles the first at the Intersection of Maltby Road & Judge Road nearest pole # is 600 feet west is #2827, second is Maltby Road Intersection of school driveway at pole #3015 and third is Fisher Road on curve by Depew Rod & Gun pole #3486 at a cost of \$33,800.00.

Second: Councilman Kabel

Ayes: Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (4-0)

- d) Will be doing pothole patching and crack sealing.
- e) Trees that need to be taken down on road side ROWS for now have been taken care off.
- f) Need approval of road side mowing contract with the State DOT.

RESOLUTION NO. 20-2019—NYS DOT MOWING CONTRACT

Councilman Wolcott 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 2019 Roadside Mowing Agreement with NYSDOT.

Second: Councilman Carroll

Ayes: Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (4-0)

- g) Need approval to hire road side spraying contract same as last year. DOT will be spraying their road sides. **MOTION** Councilman Wolcott, second Councilman Carroll to approve the hiring of a contractor to spray roadsides for weeds.

Ayes: Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (4-0)

2) Building & Grounds

- a) Need approval to replace rear door on highway garage employee entrance for a cost of \$2383.00 see quote from Alliance Door.

MOTION Councilman Kabel, second Councilman Carroll to approve the replacement and correction of swing direction of highway garage employee entrance, not to exceed \$2,383.00.

Ayes: Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (4-0)

- b) Working with contractors 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. (work not to exceed \$15000.00) Concrete Floor is completed.

- c) MJ Mechanical working on heating system, also Clark Patterson. MJ Mechanical is working up a quote for maintenance of library boilers.

3) Cemeteries

- a) Three trees are cut down in Cary Cemetery. All trees are finished.
- b) Planning on paving main driveways this year. Where will funds come from to pay for? (Will need to wait till 2019 or 2020)
- c) Will be starting spring clean-up and rolling.

4) Parks

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.

- a) We need to discuss next steps in the park up-grades. Little league wishes to be involved along with youth rec.
- b) Working on schedule to revamp current baths to handicap accessible. Most of the work is being done by town forces.
- c) Will be starting spring clean-up and rolling.

5) Equipment Update

- a) Equipment all running good.
- b) All excavator operators MUST BE CERTIFIED by May 4st, 2019 by State Law.

6) 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 under construction. E & R doing a good job so far.
- d) WD 11 ext. Lewiston Road being worked on by Clark Patterson and Oakfield Public Works Administrator along with GCEDA.
- e) Phase 2 Alabama is completed except for restoration this spring (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) Lockport Road master meter pit is under Elba phase 3 at Oakfield/Elba town-line.

7) Library

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

8) 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 is open for the whole year weather permitting access.
Working with a solar company on a solar field installation. Nothing new to report.
- c) Need to revise and up-date our zoning codes and town required permits. Need a fill permit, Highway construction permit, over weight permit, over width permit, and others as needed.
- d) DEC has completed the Landfill Inspection waiting for the report.
- e) 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.
- f) Alan will be off Wednesday and possibly Thursday wife is having surgery. April 16th will be in Syracuse for NYMIR meeting, and Suite-Kote training April 17th in Perry.

Alan R. Dennis: Public Works Administrator: Cemetery Administrator: Parks Administrator
 Superintendent of Highways
 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 4-2019—MOTION Councilman Wolcott, second Councilman Kabel to authorize the following:

General Fund	1330-1364	\$ 51,825.46
Highway DA	471-479	\$ 6,082.12
Highway DB	240-242	\$ 8,280.83
PartTown B	159-160	\$ 1,327.95
Youth Recreation	37-40	\$ 980.00
Special Districts	204-205	\$449,903.40
	TOTALS	\$518,399.76

Ayes: Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (4-0)

RESOLUTION NO. 21-2019—DRIVEWAY PERMIT APPLICATION

Councilman Wolcott offered the following:

WHEREAS, the Town of Oakfield has implemented a Driveway Permit, the Town will provide the culvert and materials to ensure all is done properly.

Second: Councilman Carroll

Ayes: Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (4-0)

RESOLUTION NO. 22-2019—DEFINED DUTIES OF SECOND DEPUTY TOWN CLERK

Councilman Kabel offered the following:

WHEREAS, the appointment of a Second Deputy Town Clerk is allowable in the Town of Oakfield, and

WHEREAS, the duties of a Second Deputy must be clearly defined the following will be the limited duties of the Second Deputy:

- Answer phones
- Give requested permit paperwork, applications and authorized documents
- Write receipts
- Scan Documents as authorized by Town Clerk

Second: Councilman Carroll

APPROVED UNANIMOUS VOTE (4-0)

Town Clerk Haacke purged documents from BAS (Business Automation Systems) from December 31, 2012-March 28, 2019 as per NYS MU1 Retention Law. The report documents of this purge is attached to these minutes. **MOTION** Councilman Wolcott, second Councilman Carroll to acknowledge the purge accept the purged documents into the minutes.

Ayes: Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (4-0)

The 2019 Tax Collection season has ended and taxes will be returned to the County tomorrow. The Town Clerk is returning \$100,651.71 to the County Treasurer.

SUPERVISOR

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

Ayes: Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (4-0)

LIBRARY LIAISON

Put out surveys regarding Library hours

New computers and new copier

GAM

Verbal survey pertaining to Sales Tax Agreement, 8-8 split

Meeting next Thursday

OLD BUSINESS

FIRE BUDGET

Deputy Supervisor Martin stated that he was not impressed with the budget and is opposed to it.

Councilman Carrol agreed as did Councilmen Kabel and Wolcott. **MOTION** Councilman Carroll, second Councilman Kabel to reject the proposed Fire Budget for the year 2020 and request that the Village and Fire Department come back with a more reasonable number.

Ayes: Martin, Carroll, Kabel, Wolcott
MOTION CARRIED UNANIMOUS VOTE (4-0)

NEW BUSINESS

Town Planning Board Member

Deputy Supervisor Martin read a letter from Michael Hamm who expressed interest in joining the Town Planning Board. **MOTION** Councilman Kabel, second Councilman Wolcott to appoint Michael Hamm to the Town Planning Board.

Ayes: Marin, Carroll, Kabel, Wolcott
MOTION CARRIED UNANIMOUS VOTE (4-0)

Majestic Lights Celebration

The Village has not responded as to the requested upgrade to Triangle Park electric so the Majestic Lights Christmas Tree Celebration can continue. Able Electric is submitting a proposal within the week for the work. The Town will extend the April 1st deadline due to the anticipated proposal for the work. We hope to have a firm answer by May 15th.

Adjournment: **MOTION** Councilman Kabel, second Councilman Wolcott to adjourn the meeting at 7:45 pm.

Respectfully submitted,

Melissa M. Haacke
Town Clerk