

TOWN OF OAKFIELD
REGULAR TOWN BOARD MEETING

JULY 9, 2019

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
Michael Hamm, Town Planning Board
Greg Houseknecht, Town Planning Board
Alexis Williams, OALL
Jamie Lindsley, Oakfield Betterment Committee

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

Minutes of the June 11, 2019 Regular Board Meeting: MOTION Councilman Wolcott, second Deputy Supervisor Marin to approve the minutes as written.

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

JAMIE LINDSLEY, OAKFIELD BETTERMENT COMMITTEE

Thanked everyone for their support
Proceeding with 2019 event the same as 2018
Firework paperwork in process

Supervisor Glor reminded Mrs. Lindsley that all resolutions for events are to be done yearly and this is cutting it pretty close to the event.

Superintendent of Highways Dennis also stated that these resolution must be submitted to NYS DOT, as well as permit paperwork and drawings. These resolutions are not automatically generated by the Town because we must be made aware of any changes.

ALEXIS WILLIAMS, OAKFIELD ALABAMA LITTLE LEAGUE

Mrs. Williams offered a "huge" thank you to everyone who helped pull the Little League Banquet together
Little League is incredibly thankful to the Town and she promised in the future they will contact the Town sooner of their plans

TOWN PLANNING BOARD

The Digester Project with Lamb Farms and Brightmark is new to all of us; nobody knows much about this

This is an allowed use with a Special Use Permit

Application currently at the County

Recommend the Planning Board reach out to Jim Veazey at Lamb Farms to take a tour of existing digester

Gather information and give a report to the Town Board

There is no rush on this, but if possible Supervisor Glor would like to set a Public Hearing at the August board meeting

From what everyone can see, there is a lot missing from the engineering report

Town Board may hire an outside engineer to look at these, Brightmark would have to pay the cost

Major concerns of this project is proximity to the school, the water tower and water mains

There is a potential danger should something go wrong

Deputy Supervisor Martin stated that his biggest concern is that every time we are told something by Brightmark, it changes

Superintendent of Highways Dennis will contact Tom Carpenter at CPL to see if they have a recommendation for an engineer who specializes in this type of project

CODE/ZONING OFFICER

Mr. Mikolajczyk's report is available for review during regular business hours

ASSESSOR

RESOLUTION NO. 31-2019—RESOLUTION TO TERMINATE THE COORDINATED ASSESSMENT PROGRAM (CAP)

Deputy Supervisor Martin offered the following:

WHEREAS, the 2009 Assessment Roll is completed and available to be seen on the Town website and the State of New York has certified the roll at 100% for 2019, and

WHEREAS, for the 2019 Assessment Roll, the Towns of Byron and Oakfield entered into an agreement to become a Coordinated Assessment Programs (CAP). The agreement stated that updates would be done at the same time using the same Assessor. The State of New York paid the Town of Oakfield over \$7,000.00 for this agreement with the condition that the agreement be for 10 years. If the agreement was broken before the 2019 roll, a percentage of the money would have to be paid back to the State. The period to pay back is now over and the State is no longer paying Towns for this program,

NOW, THEREFORE, BE IT RESOLVED, that the Coordinated Assessment Program (CAP) now be terminated with no changes to the assessment process. The Town of Byron passed a similar resolution at their July 10, 2019 board meeting.

Second: Councilman Kabel

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

CARRIED UNANIMOUS VOTE (5-0)

SUPERINTENDENT OF HIGHWAYS

1) Road Work Update

- a) Fixing road signs as needed to bring up to MUTCD standards.
- b) 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. National Grid is in design phase for all the work. See e-mail of 7/9/19 for update.
- c) Crack sealing of all the town roads is complete by Magic Seal.
- d) Road side spraying contract is in place for town and county roads. Contractor has completed. DOT has completed as well.
- e) Scheduling road work for the 2019 construction season.(large culvert on East Shelby Road plus other work)

2) Building & Grounds

- a) MJ Mechanical working on heating system, also with Clark Patterson.

3) Cemeteries

- a) Been mowing and trimming every week.
- b) Planning on paving main driveways this year. Where will funds come from to pay for? (Will need to wait till 2020 or 2021)
- c) Cemeteries look very good Marc and the rest of the guys are putting in extra effort this year to keep them looking good

4) 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. See e-mail of 6/25/19.
- c) Working on schedule to revamp current baths to handicap accessible. Most of the work is being done by town forces. Alliance Door for new doors in bathrooms are installed and working well. Marc commented that bathrooms are cleaner because doors are left shut.

5) Equipment Update

- a) Large tractors lease to own program from LandPro is signed and in place. Tentative delivery is in December 2019.
- b) All excavator operators ARE CERTIFIED.

- c) The 2009 dump truck is being worked on by Orleans Ford, going to Lyons Collision next, then to Unicorn for the finish work.

6) Publics Works Update

- a) WD 9 & 3 has some meter pit repairs needed to be done. (Town of Batavia's request)
- b) Clark-Patterson held a meeting on master meter pit operation (Fisher Road, Drake Street, Maltby Road, and Lewiston Road). See meeting minute of 6/26/19.
- c) WD 11 ext. Lewiston Road being worked on by Clark Patterson and Oakfield Public Works Administrator along with GCEDA. Bids were too high with a single bid will re-bid later, working on options with CPL.
- d) Phase 2 Alabama is completed except for restoration being worked on now.
- e) 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.
- f) Monroe Water Authority in future is the way to go. Waiting for county/city sales tax agreement and city to sign a contract with MCWA first before that can happen.
- g) 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.
- h) 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 come took pictures and measurements and done preliminary dwgs. Estimate looks very good, the library is working on getting grant money to install. Next step waiting on the Library Board.
- b) Working on electric with Able electric.

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.
- c) Working with a solar company on a solar field installation. Nothing new to report.
- d) 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.
- e) DEC has completed the Landfill Inspection waiting for the report.
- f) 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 town board to set-up a committee of two town board members, highway superintendent, and town assessor. In the future may want to add two residents from the town wide (one village, one outside of village).
- g) Oakfield Recreation club has finished working on pond dam and DEC inspected and permitted. Everything has been okayed by DEC.
- h) Highway Superintendent will out of the office July 28th thru August 2nd and August 9th thru August 17th.

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

TOWN CLERK

ABSTRACT 7-2019—MOTION Councilman Wolcott, second Deputy Supervisor Martin to authorize the following:

General Fund	1451-1483	\$29,852.29
Highway DA	505-515	\$14,788.70
Highway DB	252-258	\$ 4,126.33
Part Town B	168-170	\$ 1,195.69
Library	5	\$52,557.00
Special Districts	212-214	\$ 5,199.45
	TOTAL:	\$107,719.46

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

RESOLUTION NO. 32-2019—CLOSING OF THE STREETS FOR LABOR DAY PARADE

Councilman Wolcott offered the following:

**RESOLUTION APPROVING THE CLOSING OF STREETS WITHIN THE TOWN OF OAKFIELD FOR THE
“LABOR DAZE IN TRIANGLE PARK” CELEBRATION PARADE ON SEPTEMBER 2, 2019.**

WHEREAS, the Oakfield Betterment Committee as part of the “Labor Daze in Triangle Park” Celebration, has scheduled a parade to take place on Monday, September 2, 2019, from 10:00 am until 11:30 am.

WHEREAS, the proposed parade routes includes a portion of New York State Route 63 located within the Town of Oakfield from the school to the Village line, then proceeding within the Village of Oakfield between its North boundary and South Pearl Street, and ending at South Main Street at South Pearl Street;

WHEREAS, the Town Board of the Town of Oakfield has determined that it is necessary to close New York State Route 63 within the Town of Oakfield, New York as described herein in order to adequately protect the health, safety and welfare of the participants in the parade and spectators along said parade route,

NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED by the Town Board of the Town of Oakfield, New York that a portion of New York State 63 shall be closed within the Town of Oakfield, New York on Monday, September 2, 2019 at approximately 10:00 am in order to permit the passage of a parade along said routes, and

BE IT FURTHER RESOLVED AND ORDERED, that said road shall be reopened to the passage of vehicular traffic as soon as practicable after the conclusion of said parade, and

BE IT FURTHER RESOLVED AND ORDERED that during the aforementioned periods of time when the New York State Route 63 shall be closed, the following detour shall be established:

1. Southbound traffic on New York State Route 63 shall proceed East on Maltby Road to the intersection of Fisher Road, bearing right on Fisher Road traveling South across New York State Route 262, back to New York State Route 63.
2. Northbound traffic on New York State Route 63 shall turn right on Fisher Road traveling North across New York State Route 262, to the intersection of Maltby Road, bearing left on Maltby Road, traveling West back to New York State Route 63.
3. Westbound traffic on New York State Route 262 shall bear left at the intersection of Fisher Road to travel South on New York State Route 63, or otherwise bear right at the intersection of Fisher Road to travel North to Maltby Road, bearing left on Maltby Road traveling west back to New York State Route 63.

BE IT FURTHER RESOLVED AND ORDERED, that all traffic control devices to be erected shall be approved by the New York State Department of Transportation as required by law.

BE IT FURTHER RESOLVED AND ORDERED, that the Town Clerk of the Town of Oakfield, New York shall post a copy of this resolution and order on the signboard maintained at her office on or before August 1, 2019, and that this Resolution and Order shall remain posted thereat until Tuesday, September 3, 2019.

**BY ORDER OF THE TOWN BOARD
TOWN OF OAKFIELD**

Melissa M Haacke
Town Clerk

RESOLVED: That the Town Board of the Town of Oakfield does hereby adopt this resolution in support of closing streets within the Town of Oakfield for the 2018 "Labor Daze in Triangle Park" Parade, this 9th day of July, 2019.

CC Genesee County Sheriff, William A. Sheron, Jr.
Community Celebration Committee Chairperson, Jamie Lindsley
Oakfield Fire Chief, Sean Downey
Superintendent of Highways, Town of Oakfield, Alan Dennis
NYS DOT
NYS Police Department
Village of Oakfield DPW Supervisor, Dave Laney

State of New York)
County of Genesee)
Town of Oakfield) ss.

I, Melissa M. Haacke, Town Clerk of the Town of Oakfield in the County of Genesee, State of New York, hereby certify that the foregoing Resolution was duly adopted at a meeting of the Town Board of the Town of Oakfield held on the 9th day of July, 2019, by the required necessary vote of the members to approve this Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Town of Oakfield, Genesee County, New York this 9th day of July, 2019.

Second: Councilman Carroll

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

Resolution No. 33-2019—Resolution Approving the Closing of Streets and Roads within the Town of Oakfield for the Annual “LABOR DAZE” Celebration

Councilman Wolcott offered the following

WHEREAS, the Oakfield Betterment Committee has scheduled the annual Labor Daze Celebration to take place on Saturday, August 31, 2019 through Monday, September 2, 2019, and

WHEREAS, the Town Board of the Town of Oakfield has determined that it is necessary to **CLOSE** North Pearl Street from Drake Street to South Main Street on Friday, August 30, 2019 through Tuesday, September 3, 2019, and

WHEREAS, the Town Board of the Town of Oakfield has determined that it is necessary to **CLOSE** Drake Street (NYS Route 262) from Dodge Street to Main Street on Friday, August 30, 2019 through Tuesday, September 3, 2019, open to local residents only, and

WHEREAS, the Town Board of the Town of Oakfield has determined that it is necessary to **CLOSE** North Pearl Street from Water Street Avenue to State Route 262 (Drake Street) Friday, August 30, 2019 through Tuesday, September 3, 2019, open to local residents only, and

WHEREAS, the Town Board of the Town of Oakfield has determined that it is necessary to use State Route 63 (Lewiston Road) from Fisher Road to Water Street Avenue, Fisher Road from Route 63 to Route 262, Dodge Street and Coe Avenue to detour local traffic when State Route 262 (Drake Street) is closed.

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of Oakfield, New York, that the above named streets be closed within the Town and Village of Oakfield, on the days stated above.

BE IT FUTHER RESOLVED, that all traffic control devices to be erected shall be approved by the New York State Department of Transportation as required by law.

BE IT FURTHER RESOLVED, that the Town Clerk of the Town of Oakfield, New York shall post a copy of this resolution and order on a signboard maintained at her office on or before August 1, 2019, and that this Resolution and Order shall remain posted there until Tuesday, September 3, 2019.

Second: Deputy Supervisor Martin

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

By Order of the Town Board

Town of Oakfield

Melissa M. Haacke

Town Clerk

CC NYS DOT
NYS Police Department
Genesee County Sheriff, William A. Sheron, Jr.
Oakfield Betterment Committee, Co-Chairperson Jamie Lindsley
Oakfield Fire Chief, Sean Downey
Town of Oakfield Superintendent of Highways, Alan Dennis
Village Public Works Supervisor, David Laney

RESOLUTION NO. 34-2019—EXTENDING THE HOURS OF THE ELROY D. PARKINS PARK

Councilman Kabel offered the following:

**RESOLUTION APPROVING EXTENDING THE HOURS OF THE ELROY D. PARKINS PARK FOR THE 2019
LABOR DAZE CELEBRATION**

WHEREAS, the Oakfield Betterment Committee as part of its Community Celebrations, has scheduled Oakfield Labor Days for August 31st, and September 1st & 2nd, 2019, and

WHEREAS, the Oakfield Betterment Committee has also scheduled the following to stage in the Elroy D. Parkins Park:

5k Race
Restrooms/Porta Johns
Both Pavilions
Kid's Bike Parade start/finish
Parking
Restrooms
Possible Arts & Craft Vendors
Both parking lots
Vendor Parking (including Robert Benedict overnight in his RV)
Entertainment and audio company parking

WHEREAS, the Town Board of the Town of Oakfield has set the park hours to close one half hour after dusk,

NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED by the Town Board of the Town of Oakfield, New York that the Elroy D. Parkins Park remain open on Saturday, August 31st, and September 1, 2019-Monday, September 2, 2019 from 6:00 am to 11:00 pm each day.

**BY ORDER OF THE TOWN BOARD
TOWN OF OAKFIELD**

**Melissa M. Haacke
Town Clerk**

RESOLVED: That the Town Board of the Town of Oakfield does hereby adopt this resolution in support of extending the hours of the Elroy D. Parkins Park within the Village of Oakfield for the dates of August 31, 2019 and September 1 & 2, 2019.

Second: Councilman Wolcott
Ayes: Glor, Martin, Carroll, Kabel, Wolcott
APPROVED UNANIMOUS VOTE (5-0)

RESOLUTION NO. 35-2019--TO TRANSFER PAYMENT FOR 2019 HIGHWAY PAYROLL TO GENERAL FUND

Councilman Wolcott offered the following:

WHEREAS, the Town Board has separated all bank accounts into budgetary categories beginning January 1, 2019, and

WHEREAS, Baldwin Business Service continued to pay Highway Payroll out of General Fund, causing General Fund to be over budget on expenses of payroll,

THEREFORE, BE IT RESOLVED, that \$96,641.95 be transferred from Highway DA to General Fund Money Market, and

BE IT FURTHER RESOLVED, that \$18,582.01 be transferred from Highway DB to General Fund Money Market,

NOW, BE IT RESOLVED that General Fund, Highway DA, and Highway DB have been adjusted to correctly reflect the payroll from each department in accordance with the 2019 Budget.

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

RESOLUTION NO. 36-2019—RESOLUTION AUTHORIZING PARTICIPATION IN THE YEAR 2019 JOINT YOUTH PROGRAM

Councilman Kabel offered the following:

WHEREAS, the Town of Oakfield has previously set up and administered a Joint Youth Program with the Village of Oakfield, Towns of Alabama and Batavia, and

WHEREAS, the Town of Oakfield's contribution to this joint project has most recently been approved in the amount of **\$5,650.00**, and such contribution qualifies for a fifty percent (50%) NYS State Aid reimbursement, or the maximum allowable according to the State Aid Eligibility Summary for the Program Year as provided by Genesee County Division for Youth; and

WHEREAS, the Oakfield Town Board has deemed this Joint Youth Project to be worthwhile and of distinct benefit to area Youth, and the Town wishes to continue participation in this youth project;

NOW THEREFORE, BE IT RESOLVED, that the Year 2019 Joint Youth Project as herein described, is approved, as is the Town's contribution of **\$5,650.00**

Second: Councilman Wolcott

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

RESOLUTION NO. 37-2019—LINE ITEM TRANSFERS FIRST HALF 2019

Councilman Kabel offered the following:

GENERAL FUND TOWN WIDE			
TRANSFER FROM	A1990.4	Contingency	\$ 5,000.00
		Unanticipated Revenue	
	A5710	BOND	\$2,800,925.00
		Unexpended Balance	<u>\$ 64,413.00</u>
		TOTAL	<u>\$2,870,338.00</u>
TRANSFER TO	A1220.4	Supervisor Contr.	\$ 51.00
	A1410.2	Clerk Equipment	\$ 70.00
	A1440.4a	Professional Services	\$ 24,624.00
	A1620.410	Town Hall Utilities	\$ 10,828.00
	A1910.4	Unallocated Insurance	\$ 1,181.00
	A5132.4	Garage Contractual	\$ 183.00
	A9730.6	BAN Principal	<u>\$ 2,833,401.00</u>
		TOTAL	<u>\$2,870,338.00</u>

GENERAL FUND OUTSIDE VILLAGE

UNANTICIPATED REVENUE

TRANSFER FROM	B1170	Franchise Fee	<u>\$ 318.00</u>
		TOTAL	<u>\$ 318.00</u>
TRANSFER TO:	B3620.1A	Water Line Inspection	<u>\$ 318.00</u>
		TOTAL	<u>\$ 318.00</u>

Second: Councilman Wolcott

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

SUPERVISOR

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

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

GAM

Last meeting had two representatives from the Landmark Society

Next meeting in September

OLD BUSINESS

Next Board Meeting will be August 6th

Town Clerk and Assessor's office will be closed August 9-August 17

No updates on WD11B

NEW BUSINESS

It is Budget time; Department Head requests due on August 16th

Transition meeting at 2:00 pm on July 10th regarding how functions will change with retirement of Superintendent of Highways

Budget workshop scheduled for August 27th at noon

ADJOURNMENT: MOTION Councilman Kabel, second Councilman Wolcott to adjourn the meeting at 7:54 pm.

Respectfully submitted,

Melissa M. Haacke
Town Clerk

