

TOWN OF GAINES
Regular Meeting - July 9, 2018

The regular meeting of the Town Board of the Town of Gaines, County of Orleans, State of New York was called to order by Supervisor Joseph Grube at 7:00 P. M. on the 9th of July, 2018.

The following town officials were present:

Joseph Grube	Supervisor
James Kirby	Councilperson
Mary Neilans	Councilperson
Tyler Allport	Councilperson
Susan Heard	Town Clerk
Ron Mannella	Highway Superintendent
Douglas Heath	Attorney for the Town

The following individuals were present during the meeting: 16 Town residents; Tim Hungerford, Town of Gaines Accountant/Bookkeeper; Barbara Johnston, LaBella Associates; Gary Katsanis, Village of Albion Deputy Mayor

The Supervisor opened the meeting with the Pledge to the Flag, followed by a moment of silent reflection.

RESOLUTION NO. 68 - 0718
APPROVAL OF MINUTES OF JUNE 11TH MEETING

Moved by Councilperson Neilans and seconded by Councilperson Kirby to approve the minutes of the June 11th meeting.

Ayes 3; Nays 0; Councilperson Allport absent for vote

RESOLUTION NO. 69 - 0718
PRESENTATION AND ACCEPTANCE OF TOWN CLERK'S REPORT

The Town Clerk reported the total receipts for the month of June; total local share of \$1,094.23, paid to the Town Supervisor; \$39.00 to NYS Ag & Markets; and \$85.02 to NYS Environmental Conservation.

Moved by Councilperson Kirby and seconded by Councilperson Neilans to accept the monthly report of the Town Clerk.

Ayes 4; Nays 0

RESOLUTION NO. 70 - 0718
PRESENTATION AND ACCEPTANCE OF THE SUPERVISOR'S REPORT; PRESENTATION BY TIM HUNGERFORD, TOWN ACCOUNTANT, RELATING TO FISCAL HEALTH OF THE TOWN

Supervisor Grube's power point presentation showed each fund for the month of June, 2018. He then turned the floor over to Tim Hungerford, the Towns accountant/bookkeeper. Mr. Hungerford started his power point presentation with a basic, easy to understand, description of municipal accounting. He explained each fund, the purpose of each, and the allowable expenses for each. He charted the total budgeted appropriations for each fund, then compared actual expenses year to date for each fund versus the budgeted amount. His power point report highlighted the first six months of the year; he said this was a perfect time because at the half year point, expenses should be running at 50%. Each fund (General, Highway, Water) was well under the 50% threshold, with the exception of the Fire District contract, which is 100% expended; and some Debt Service Funds were at various percentages. He explained the Fire District money was received in January through tax collection and paid in full to the Fire District in February. He explained there are certain bills which come due later in the year, such as the Retirement bill in December; and Debt Service payments are made twice a year (Principal and Interest early in the year, and an interest payment will be due later in the year). He asked if anyone had any questions, hearing none, he concluded that Town is in excellent shape at the half year mark. He said he will return later this year to do a presentation on the Revenue side of the accounting, but at the present time, all looks well.

After Mr. Hungerford's report, Supervisor Grube read a letter received from the New York State Dept. of Transportation. In August 2017, the Town Board passed a resolution asking the County Highway department to make a request the NYSDOT to reduce the speed limit between House #3219 Eagle Harbor Waterport Road to a point one half mile to the north. The Town Clerk received a letter on June 12, 2018 from the NYSDOT saying "a lower speed limit would not be warranted at this time".

Supervisor Grube then asked for a motion to approve the Supervisor's Report.

Motion by Councilperson Kirby and seconded by Councilperson Neilans to accept the report of the Town Supervisor.

Ayes 4; Nays 0

**RESOLUTION NO. 71 - 0718
APPROVAL OF ABSTRACTS**

Moved by Councilperson Kirby and seconded by Councilperson Neilans to approve the abstracts, as follows:

General	\$15,263.16
Highway	87,571.90
Water	552.52

Ayes 4; Nays 0

**RESOLUTION NO. 72 - 0718
HIGHWAY SUPERINTENDENT'S REPORT**

The Highway Superintendent reported the total fuel usage for the month of June; 469 gallons of Diesel; 148 gallons of Gas. The paving and shoulder work on the Allen's Bridge Road was completed. He said water billing has been completed for the quarter, and complimented the hard work of our Water

Clerk. He said she has done an excellent job, has learned quickly and the billing process has been the smoothest in years.

Moved by Councilperson Kirby and seconded by Councilperson Allport to accept the report of the Highway Superintendent.

Ayes 4; Nays 0

PRESENTATION BY LABELLA ASSOCIATES RELATING TO PLANNING AND ZONING IN THE TOWN OF GAINES. Barbara Johnston, Project Manager with LaBella Associates, explained the process LaBella will follow to re-vamp or re-write the Zoning Ordinance for the Town. The process is involved, may take up to one year to complete, LaBella has experience with large and small towns, as well as villages. They worked with the neighboring Towns of Yates and Ridgeway.

Their approach looks at various models, reviews the Towns Comprehensive Plan, and looks at all zoning issues (solar, farming, mixed uses, home occupations, signage, etc.) The Town will appoint a committee, which will need a strong leader to hold meetings with and without the consultant present. Prepare a new draft, allow public input, and the Town Board will be required to either have a Public Hearing or adopt by Local Law. LaBella will conduct the Environmental Review, notify adjoining towns and the County.

Mrs. Johnston explained their work will be tailored to what the Town of Gaines wants, however far we want to go; any fresh ideas; make our Ordinance clear, concise and consistent; make sure it doesn't contradict itself. The project will include new GIS mapping. Dan Strong indicated the current maps need changes and updating.

Each Board member asked questions, each were answered. One question from the floor, Joyce Riley, asked whether having a separate Planning Board and ZBA will be addressed during this process. Mrs. Johnston indicated, yes, the law clearly has separate rules for a Planning Board and a Zoning Board of Appeals Board.

RESOLUTION NO. 73 - 0718

AUTHORIZING THE SUPERVISOR TO EXECUTE A CONTRACT WITH LABELLA ASSOCIATES FOR CONSULTANT SERVICES RELATING TO PLANNING AND ZONING

Moved by Councilperson Kirby and seconded by Councilperson Allport to authorize the Supervisor to execute a contract for consultant services with LaBella Associates, 300 State Street, Suite 201, Rochester, NY in the amount of \$27,700 for the purposes of providing consultant services for the town to review planning and zoning practices in the town, and to provide the town with revisions to the Zoning Ordinance for later action by the Town Board.

Ayes 4; Nays 0

RESOLUTION NO. 74 - 0718

AUTHORIZING THE SUPERVISOR TO WRITE A LETTER TO THE NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION IN SUPPORT OF A VILLAGE OF ALBION GRANT APPLICATION FOR IMPROVEMENTS TO THE WATER SYSTEM

Moved by Councilperson Kirby and seconded by Supervisor Grube to authorize the Supervisor to write a letter to the New York State Department of Environmental Conservation in support of a grant application by the Village of Albion for funding relating to adding an effluent disinfection system at the Water Treatment Plant.

Discussion: Deputy Mayor Gary Katsanis thanked the Board on behalf of the Village of Albion

Ayes 4; Nays 0

**RESOLUTION NO. 75 -0718
CREATING A FULL TIME POSITION OF MOTOR EQUIPMENT OPERATOR IN THE HIGHWAY
DEPARTMENT**

Moved by Councilperson Neilans and seconded by Councilperson Allport to create a position of Motor Equipment Operator - Full Time in the Highway Department, in the non-competitive classification, pursuant to the information provided by the Orleans County Department of Personnel and Self Insurance (Civil Service)

Ayes 4; Nays 0

**RESOLUTION NO. 76 - 0718
AUTHORIZING APPOINTMENT OF CANDIDATE RECOMMENDED BY THE SUPERINTENDENT OF
HIGHWAYS TO THE POSITION OF MOTOR EQUIPMENT OPERATOR - FULL TIME AND SETTING SALARY
AND BENEFITS WITHIN THE COLLECTIVE BARGAINING AGREEMENT**

Moved by Councilperson Kirby and seconded by Councilperson Neilans to appoint Seth Dumrese to the position of Motor Equipment Operator-Full Time, effective August 6, 2018, and further, setting the hourly wage at Step E of the Salary Schedule in the contract between the Town of Gaines and the International Union of Operating Engineers, Local 17 (\$23.24/hr) and providing for pro-rated time off in the amount of seven (7) days vacation time and two (2) day personal time for the remainder of 2018.

Ayes 4; Nays 0

PRIVILEGE OF THE FLOOR

Tibbs Ahlberg wanted to clarify that contrary to what was said at a previous meeting, the minutes that were not found on the current website were not removed by the current administration, but were removed prior to the current board taking office. He mentioned the proposed Dollar General store, and it's relation to the Historical district and residential area.

Gary Katsanis, as Deputy Mayor for the Village of Albion, announced that he would be the contact source for the Town of Gaines. He also wanted to discuss an issue identified on Butts Road whereby the need for a uniform speed limit is needed. Butts Road is unique in that it falls under the jurisdiction of three entities, the Village of Albion, the Town of Albion, and the Town of Gaines. The speed limit is 30 miles an hour in one direction, and 55 miles an hour in the other. Supervisor Grube recommended we host a meeting and ask the Orleans County Highway Department to request a NYSDOT review of Butts Road.

ADJOURNMENT

Moved by Councilperson Allport and seconded by Councilperson Kirby to adjourn the meeting at 8:00 P. M.

Ayes 4; Nays 0

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