

TOWN OF GAINES

Regular Board Meeting – October 5, 2020

The regular meeting of the Town Board of the Town of Gaines, County of Orleans, State of New York was called to order by Town Supervisor Allport at 7:00 P. M. on the 5th day of October, 2020.

The following town officials were present:

Tyler Allport	Supervisor
James Kirby	Councilperson
Mary Neilans	Councilperson
Ronald Mannella	Councilperson
Kenneth Rush	Councilperson
Susan Heard	Town Clerk
Mark Radzinski	Highway Superintendent

Excused, Attorney Douglas Heath

The following individuals were present during the meeting: Two (2) town residents

The Supervisor opened the meeting with the Pledge to the Flag.

RESOLUTION NO. 73 – 1020

APPROVAL OF MINUTES OF THE SEPTEMBER 14, 2020 MEETING

Moved by Councilperson Neilans and seconded by Councilperson Kirby to approve the minutes of the September 14, 2020 regular meeting.

Ayes 5; Nays 0

RESOLUTION NO. 74 – 1020

PRESENTATION AND ACCEPTANCE OF TOWN CLERK'S REPORT

The Town Clerk reported the total September fees collected of \$5,236.60; total paid to the Town Supervisor \$4,154.98, which included a Solar Permit application of \$3,000; \$43.00 to NYS Ag & Markets for dog licenses; and \$1,038.62 to NYS Environmental Conservation for hunting licenses.

Moved by Councilperson Rush and seconded by Councilperson Mannella to accept the monthly report of the Town Clerk.

Ayes 5; Nays 0

**RESOLUTION NO. 75 – 1020
PRESENTATION AND ACCEPTANCE OF THE SUPERVISOR’S REPORT**

The Supervisor handed out paper copies of the Supervisor’s report to each Board member and stated that all funds and accounts are in order as of the end of September. Each fund shows Year-to-date actual versus the 2020 Budget, and all lines appear to be within reason.

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

Ayes 5; Nays 0

**RESOLUTION NO. 76 – 1020
HIGHWAY SUPERINTENDENT’S REPORT**

The Highway Superintendent reported the fuel usage of 389 Gallons of Diesel and 106 Gallons of Gas. The department is getting the trucks ready for the winter months. Read water meters for water billing last week.

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

Ayes 5; Nays 0

**RESOLUTION NO. 77 – 1020
APPROVAL OF ABSTRACTS**

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

General Fund	\$11,907.10
Highway	\$23,501.66
Water	\$ 1,074.52

Ayes 4; Nays 0; Abstain 1, Neilans abstained as she didn’t arrive in time to audit vouchers

**RESOLUTION NO. 78 – 1020
AUTHORIZING THE JUSTICE COURT TO APPLY FOR JCAP GRANT FUNDING FOR THE 2020/2021 GRANT CYCLE**

Moved by Councilperson Kirby and seconded by Councilperson Mannella to authorize the town court to make application to the New York State JCAP Grant Program for improvements to the court facilities.

RESOLVED, the Town of Gaines authorizes the Gaines Town Court to apply for a JCAP Grant in the 2020-2021 grant cycle up to \$30,000.

Ayes 5; Nays 0

RESOLUTION NO. 79 -1020

AUTHORIZING THE APPOINTMENT OF SECRETARY TO PLANNING BOARD AND ZONING BOARD OF APPEALS

Moved by Councilperson Neilans and seconded by Councilperson Rush to appoint Sarah Bradshaw as secretary to the Planning Board and Zoning Board of Appeals at the hourly rate set at the 2020 Organizational meeting (\$13.80 per hour).

Ayes 5; Nays 0

PRESENTATION AND APPROVAL OF THE TENTATIVE BUDGET FOR 2021

The Town of Gaines Bookkeeper, Tim Hungerford, presented the Tentative 2021 Budget to the Board. He explained the easiest way to look at the budget is to look at the Total Property Tax Levy, compared to the previous three years, from 2018 of \$642,210 to the 2021 Proposed levy of \$624,357. He then examined Personnel costs, \$359,574 in 2018 down to \$322,399 for the 2021 Proposed Budget. He showed each budget category Equipment, Contractual, Benefits and Debt Service. Equipment had a spike in 2019, when the loader was purchased; Benefits sees an increase due to the Highway employees health insurance costs; Debt service has gone down as Debt is paid down or off (Highway Building), etc. He explained Contractual is where most money is spent annually; and remains approximately the same over the past few years. He then compared Budget vs. Actual, the use of Fund Balance, the recommended levels, and the status of the Fund Balances.

The Supervisor said he worked with the Town Clerk and Bookkeeper to present this budget that not only reduces the total tax levy, but maintains services, and holds the line on spending. This tentative budget reaches those goals. The total tax levy would be \$624,357.00, or .07% lower than the 2020 Adopted Budget.

RESOLUTION NO. 80 – 1020

ADOPTION OF THE 2021 TENTATIVE BUDGET

Moved by Councilperson Mannella and seconded by Councilperson Rush to approve and adopt the 2021 Tentative Budget as presented, with a Public Hearing set for Thursday, November 5, 2020 (as scheduled at the January 2020 meeting, in accordance with Town Law). The Clerk will publish the legal notice.

Ayes 5; Nays 0

Discussion: The Supervisor discussed the purchase of the loader and why the borrowing is not needed at this point. The Highway Superintendent mentioned a new pick up truck may be needed in the near future; Tim Hungerford, Bookkeeper, said if the need arises, the Town should consider a borrowing as the rates are good now.

OTHER BUSINESS FROM THE TOWN BOARD – None

PRIVILEGE OF THE FLOOR

A question was posed about grants and audits; the Zoning Board of Appeals is missing one member and they need the person as soon as possible to keep things moving. Ray Burke would like to rescind his application to serve on the ZBA or Planning Board.

ADJOURNMENT

Moved by Councilperson Neilans and seconded by Councilperson Kirby to adjourn the meeting at 7:30 P. M.

Ayes 5; Nays 0