

**VILLAGE OF OAKFIELD BOARD OF TRUSTEES  
MONTHLY MEETING**

**January 13, 2020 @ 6:30 pm**

A regular monthly meeting of the Village of Oakfield Board of Trustees was called to order at 6:30 p.m. by Mayor Dave Boyle, followed by the Pledge to the Flag led by Sean Downing. The following Trustees were present: John Mullen, Michael Cianfrini, John Igoe, Michele Graham.

Also, Present: Clerk/Treasurer, Kim Staniszewski; DPW Supervisor, Dave Laney; Fire Chief, Sean Downing; CEO/ZEO, Mike Morris

**PUBLIC HEARING:**

**PUBLIC COMMENTS:**

**OLD BUSINESS:**

- A) **WWTP Rehab Capital Project Update:** Steve Mountain, Mountain Engineering spoke to Mayor Boyle by phone, nothing new to report.
- a. Trustee Igoe asked that we request Lou or Al from the Sewer Treatment plant to attend a meeting to give an update.
  - b. DPW Supervisor Laney reported that the potable water usage has dropped to a more acceptable level due to changes Lou has implemented
  - c. Trustee Igoe asked if there is a completed SOP for the Sewer Treatment Plant
  - d. Trustee Graham asked DPW Supervisor to provide a list and a timeline for completion of those items that were noted in report from Mountain Engineering.

- B) **WWTP Rehab Capital Project: Pay Application # 11 – Suburban Electric: EFC Funding.**

**A Motion** was made by Trustee Graham to approve Pay Application # 11 – Suburban Electric and any EFC pay application request forms necessary as this payment is to be funded by the EFC funding, second by Trustee Mullen. Ayes: Trustees Igoe, Cianfrini, Mullen, Graham. Carried

**NEW BUSINESS:**

1. **Resolution # 1 – 2020: Scheduling Polling Place, Hours of Election & No Registration Day**

**A Motion** was made by Trustee Graham to approve Resolution # 1 – 2020: Scheduling Polling Place to be located at 38 Main Street, Oakfield, NY 14125, Hours of Election to be held from 12pm to 9pm on March 18, 2020 and No Registration Day, second by Trustee Cianfrini. Ayes: Trustees Igoe, Cianfrini, Mullen, Graham. Carried

2. **Resolution # 2 – 2020: Appointing Inspectors of Election**

**A Motion** was made by Trustee Graham to approve Resolution # 2 – 2020: Appointing Inspectors of Election, second by Trustee Igoe. Ayes: Trustees Igoe, Cianfrini, Mullen, Graham. Carried

3. **Approval of Snow Removal Agreement w/Town of Oakfield.** Town of Oakfield provided a Snow Removal Agreement for the period of June 1, 2019 thru May 31, 2020

**A Motion** was made by Trustee Mullen to approve Town of Oakfield Snow Removal Agreement for the period of June 1, 2019 thru May 31, 2020, second by Trustee Cianfrini. Ayes: Trustees Cianfrini, Mullen, Graham. Nay: Trustee Igoe. Carried

4. **Fire Department Report.** Fire Chief, Sean Downing presented a written report to the board.
- a. New Officers for 2020. They have instituted a night-time response schedule for the Chief and Asst. Chiefs.
  - b. The department received a legal opinion on the new Disclosure Law that was effective on 1/1/2020.
  - c. Calls for December
  - d. Mandatory Updates & Testing of Radio System will be taking place in January

**A Motion** was made by Trustee Graham to accept the Fire Department report as provided by Fire Chief Sean Downing, second by Trustee Igoe. Ayes: Trustees Igoe, Cianfrini, Mullen, Graham. Carried

5. **Zoning/Code Report.** CEO/ZEO Mike Morris presented a written report to the board.
- a. In process of updating the Brush, Grass and Weeds law.
  - b. Trustee Cianfrini suggested that we start a list of laws and codes that need to be reviewed in the zoning laws, specifically for updating.
  - c. Year -end report of all Violations, Permits and Inspections completed

**A Motion** was made by Trustee Igoe to accept the Zoning/Code report as provided by Code-Zoning Enforcement Officer, Mike Morris, second by Trustee Cianfrini. Ayes: Trustees Igoe, Cianfrini, Mullen, Graham. Carried

6. **Historical Society Report.** No Report provided.

7. **Approval of December 9, 2019 Minutes.**

**A Motion** was made by Trustee Graham to approve December 9, 2019 Minutes, second by Trustee Igoe. Ayes: Trustees Igoe, Cianfrini, Mullen, Graham. Carried.

8. **Approval of January 2020 Abstract.**

<b>AO 17605-17630</b>	<b>(\$13,960.23)</b>	<b>(\$13,960.23)</b>			
<b>FO 17023-17029</b>	<b>(\$141,197.19)</b>		<b>(\$141,197.19)</b>		
<b>GO 17252-17257</b>	<b>(\$7,858.27)</b>			<b>(\$7,858.27)</b>	
<b>HO 17334</b>	<b>(\$2,465.00)</b>				<b>(\$2,465.00)</b>

**A Motion** was made by Trustee Graham to approve January 2020 Abstract, second by Trustee Cianfrini. Ayes: Trustees Igoe, Cianfrini, Mullen, Graham. Carried.

- 9. DPW Report.** Supervisor Laney presented a Written Report.
- a. Specifications for truck bid are ready. Next step is to send out to dealerships or to go on the OGS web-site and submit information for competitive bids.
  - b. Quotes on new security camera system are in. Amherst Alarm is the best price for an 11- camera system. Camera sights include Village offices, Memorial Park and Triangle Park. Trustee Graham asked that Supervisor Laney contact Amherst Alarm and verify the maintenance contract they are providing.
  - c. Supervisor Laney requested permission to send two DPW employees to the water seminar in Batavia.

**A Motion** was made by Trustee Igoe to approve sending 3 DPW workers to water seminar in Batavia with the understanding that one of them will be on-call in the event of an emergency, second by Trustee Mullen. Ayes: Trustees Igoe, Cianfrini, Mullen, Graham. Carried.

**A Motion** was made by Trustee Graham to approve quote from Amherst Alarm to provide security camera system upgrade to the Village office, Memorial Park and Triangle Park, second by Trustee Cianfrini. Ayes: Trustees Igoe, Cianfrini, Mullen, Graham. Carried.

- 10. Clerk's Report.** Village Clerk-Treasurer, Kim Staniszewski provided a written report to the board.
- a. A newsletter to the residents will be mailed with the March 31<sup>st</sup> water bills. All contributions from Trustees for the newsletter should be sent to Kim by February 15<sup>th</sup>.
  - b. There will be a Village Caucus held in the meeting room on Thursday, Jan. 23, 2020 at 6:30pm by the Republican Committee.
  - c. Clerk will be attending various training sessions over the next 2 months.
  - d. County HR has issued a new Civil Service Application, eliminating the question regarding pay. A new law went into effect disallowing such question of potential job applicants.

**A Motion** was made by Trustee Igoe to accept the Clerk's report as provided by Clerk-Treasurer, Kim Staniszewski, second by Trustee Graham. Ayes: Trustees Igoe, Cianfrini, Mullen, Graham. Carried

**11. Trustee Reports.**

- a. Trustee Igoe wanted to make sure the drainage issue at the Dr's office was resolved. DPW Supervisor Laney reported that it was.
- b. Trustee Igoe thanked the DPW for the emergency brush pick-up
- c. Trustee Graham asked about the material used on the park benches and why the DPW sands and stains them every winter. DPW Supervisor Laney indicated cost and general looks were why the mahogany was kept on the benches.

**12. Mayor's Report.**

- a. Evaluations of Village employees will be completed in February
- b. The lease for Oakfield Family Medical is up at the end of January. Mayor will be reaching out to UMMC regarding the Lease agreement and if there are any proposed changes.
- c. Budget report was provided to Trustees. 2020-21 budget workshops will begin in the next couple of weeks.

Having no further business to come before the Board, the meeting was adjourned @ 8:03PM on A  
Motion by Trustee Igoe.

The Next regular meeting will be held on Monday, January 27, 2020 at 6:30 pm.

Second by Trustee Graham. Ayes: Trustees Igoe, Cianfrini, Mullen, Graham. Carried.

Respectfully Submitted,

Kimberly Staniszewski  
Clerk-Treasurer