

MINUTES OF STAFFORD TOWN BOARD MEETING OF March 10, 2008

PRESENT:

D. Vicary -Councilman
R. Panek -Councilman
M. Macan-Mouery -Councilman
R. Pacer -Deputy Supervisor
R. Clement -Supervisor

OTHERS PRESENT:

Walter Kershenski -Town Clerk
Steven Boldt - Highway Superintendent
Robert Patterson - ZEO
7 members of the Community per sign in form

Supervisor Clement called the meeting to order at 7:30 p.m., followed by Pledge to the Flag.

Motion made by Councilman Pacer, sec. by Councilman Mouery to accept the minutes of the February 11, 2008, Regular Town Board Meeting as presented by the Town Clerk. **Motion** carried.

Motion made by Councilman Pacer, sec. by Councilman Panek to accept the minutes of the February 16, 2008, Special Meeting for to establish the position of Town Deputy Highway Superintendent.
Motion carried.

Motion made by Councilman Pacer, sec. by Councilman Vicary to accept the financial report as submitted by the Supervisor. **Motion** carried

OLD BUSINESS:

RECORDING SECRETARY ZONING & PLANNING:

Supervisor Clement reported that only one applicant out of two showed up for the scheduled interview appointment. A **Motion** was then made by Councilman Pacer and seconded by Councilman Panek to offer the position of Recording Secretary for the Planning and Zoning Boards to Rebecca Sando.

Motion was passed. The Town clerk will notify Rebecca Sando that she has been selected and that the Board would also be interested in soliciting the services of her Sister in Law as a backup.

NEW BUSINESS:

ROAD CLOSURE FOR FIREMAN'S CARNIVAL – DAVID RUMSEY:

David Rumsey read a statement to the Town Board requesting a portion of Rt. 5 and Rt. 237 be closed for the Fireman's Carnival Parade on June 13, 2008.

A **Motion** was made by Councilman Mouery and seconded by Councilman Vicary to approve the request by the Fire Dept. to close Rt 5 and Rt. 237 in the Town of Stafford for the Fire Dept. Carnival Parade on June 13, 2008. Motion was passed

FIRE DEPT. SEARCH & RESCUE TRAINING:

Hal Mitchel, the Rescue Squad Captain for the Stafford fire Department did a presentation to the Town Board in regards to a proposed Search and Rescue program that the Fire Department would like to sponsor on Monday May 5, 2008. The Fire Dept. would like to ask the Town Board for permission to use the parking lot of the Highway Dept. Garage as a staging area for this event.

A **Motion** was made by Councilman Pacer and seconded by Councilman Mouery to allow the Stafford Fire Department to use the Stafford Town Highway Dept. parking lot as a staging area for the Search & Rescue event on May 5, 2008. Motion was passed.

ZONING CHANGE REQUEST – MARTIN MACDONALD:

Mr. Martin MacDonald, a resident of the Town of Stafford petitioned the Town Board to change the Zoning status of his property on Rt. 33 in the Town of Stafford from Agricultural/Residential to Commercial. He stated various reasons for this request. It stated that it basically is not suitable for farming and the barn that exists there now is in a state of disrepair and he did not want to put a lot of money into it to repair it. He would like instead to be able to use this property for some sort of Commercial gain, but was vague as to exactly what. The Board members expressed concerns regarding the zoning change and felt that Mr. MacDonald was not providing enough information for them to make a definitive informed decision. There were also concerns on the impact of rezoning on the neighboring properties and also how it conformed to the new Comprehensive Plan for the Town of Stafford. After further discussion, the Board asked Mr. MacDonald to provide them at the April 2008 Town board Meeting with a more detailed diagram of the property with specific dimensions noted.

HIGHWAY Shared Services Contract Review:

Supervisor Clement presented a copy of the Highway Shared Services Agreement which was approved by the Town of Stafford for a 5 year period beginning on March 13, 2006. Part of the terms of this contract is that it be reviewed each year by the Town Board. After a brief review and discussion, it was determined that the contract was still acceptable as written and thus no action need be taken at this time. This contract is set to expire on March 12, 2011 at which time it can be renewed for another 5 year term.

UV WATER PURIFICATION UNITS WD#6:

Supervisor Clement reported that there are several UV Water purification units that have been purchased by the Town and they were distributed to residents on the Townline Road in Water District #6. Now that the new water line in Water District #6 has been installed and most people are now hooked up to the new water, the Town of Stafford should be entitled to have the UV Water Purifications units returned.

Steve Mountain will provide us with a list of home owners who have these units. Once he finds out who has the units, a letter will be sent to them by the Supervisor requesting that the UV units be returned.

SURPLUS EQUIPMENT SALE – TOWN HIGHWAY SUPERINTENDENT:

Highway superintendent Steven Boldt produced a list of Surplus Equipment that he has identified at the Town Highway Garage and also from the basement of the Town Hall. He then proposed that he would like to sell the equipment at an Online Auction. After a general discussion, A **Motion** was made by Councilman Pacer and seconded by Councilman Vicary to authorize Supervisor Clement to sign the Online Auction Contract that Steve Boldt negotiated and thus proceed with the Auction. Also Steve Boldt asked for the Board's permission to authorize the sale of a used Harder Sander and Used Tenco Wing for \$500 to the Town of Bethany. A **Motion** was made by Councilman Vicary and seconded by Councilman Pacer to Authorize the sale of the Sander and Wing to the Town of Bethany for \$500.

GAM MEETING:

Councilman Vicary gave a brief report relative to the February GAM meeting he attended based on the minutes provided by the GAM secretary. There were issues about the County Graphic Information System and how it will work with the Pictometry system. Also the Local Update of the Census Addresses program was discussed. Councilman Mouery is scheduled to attend the March 20th meeting in the Town of Batavia.

TAX COLLECTOR REPORT -- WALT KERSHENSKI:

Tax Collector Kershenski gave the following report of Tax Collections for the Month of February 2008. A Warrant Payment disbursement check was given to the Genesee County Treasurer for Collections in February.

ORIGINAL TOTAL WARRANT **\$1,540,445.40**

Warrant reduction
Per Real Property Services Director
Jan 18, 2008

• **Horseshoe Lake Corp.**
 Erroneous Water Unit Charge
 On vacant land **- 116.71**

ADJUSTED TOTAL WARRANT **\$1,540,328.69** _____

<u>Jan. 31</u>	<u>Amt. Pd. Supervisor</u>	<u>\$ 238,127.00</u>
Feb. 08	Amt. Pd. County Treas.	\$ 916,073.47
	Amt. Collected Feb 08	\$ 62,544.57
	Amt. deducted for Feb 08 P&I	\$ (643.10)

3/05/08	Amt. Pd. County Treasurer	\$ 61,901.47
	For tax collected February 2008	

TOWN LAW, ORDINANCES & COMP. PLAN CODIFICATION PROJECT:

Town Clerk, Walt Kershenski gave a brief presentation and proposal to the Town Board regarding codification of the Town Law, Ordinances & Comprehensive Plan. Walt presented a quote of \$8550 that he recently received from General Code Company to complete the codification project and stated that the project would take approximately 1.5 years to complete. Payment for the project would be in 25% increments which means that \$4,280 of the cost of the total project would be due in 2008 and the balance of the project of \$4280 would then be due in 2009 upon completion of the project. Therefore the budget for 2008 would have to be amended with a line item appropriation amendment resolution for the amount of \$4280. If approved, the project could begin in April 2008.

Councilman Mouery then stated that because of the dollar amount of the project it is required to be put out to bid. A **Motion** was then made by councilman Mouery and seconded by Councilman Pacer to advertise the codification project for Bid. Motion was passed.

TOWN HALL & POST OFFICE LANDSCAPING STATUS:

Town Clerk Walt Kershenski reported that he recently had someone come into his office and leave their name and said they were interested in contracting with the Town to perform landscaping services at the Post Office & Town Hall. The Town presently does not have anyone under contract to take care of landscaping. After a brief discussion amongst the Board Members, the general consensus was that the Landscaping requirements for the Town Hall & Post office need to be detailed and that bids for the project should be advertised accordingly. Councilman Vicary then stated that he would have a meeting with Kathy George, a local landscaper that has knowledge of landscaping and also Bob Clement the Town Supervisor in an attempt to draw up some specifications for the Landscaping project at the Post Office & Town Hall.

EXECUTIVE SESSION: - Personnel Issue regarding Life Ins. policy

Supervisor Clement advised the Board that there is currently an open Personnel Issue regarding Life Ins. that needs to be dealt with.

A **Motion** was made by Councilman Pacer and seconded by Councilman Mouery to temporarily adjourn the Town Board meeting for purposes of entering into an Executive Session to discuss a pending Personnel Issue.

The Motion was passed and the Regular Town Board meeting was thus adjourned at 9:40 PM.

Supervisor Clement officially reopened the Regular Town Board meeting at 10:05 PM.

MISCELANEOUS TOPICS OF DISCUSSION:

- **Generator Status:**

Councilman Vicary spoke briefly about the status of the implementation of a Backup Generator System for the Town Hall. He reported that he and Richard Costa have begun preliminary work on the electrical requirements in the basement of the Town Hall and that the project is progressing as planned. He did not set a target completion date at this time.

- **Emery Park & Town meeting rooms Policy Statement:**

Councilman Panek presented a copy of the Town Policy Statement that he recently developed in regards to Emery Park & Town Meeting rooms at the Town Hall. He asked the Board members if they were satisfied with the Policy Statement as written or if any changes were recommended. After a general discussion and review of the Policy Statement, no changes were requested. Therefore, a **Motion** was made by Councilman Mouery and seconded by Councilman Pacer to accept the Policy Statement as written. The Motion was passed. A copy of the Policy Statement will reside in the Town Clerk's office and also Walt will publish it on the Town WEB site

- **Highway Dept. Guardian Life Ins. Policies:**

Supervisor Clement stated that after investigation it has been determined that the Town Highway Department Employees currently have Life Insurance policies with Guardian Insurance Company and the Town is paying the quarterly premiums. He stated that this is superfluous coverage because these same employees also have Life Insurance coverage through the Teamsters Union Contract. Therefore he recommended that these policies with Guardian be terminated. A **Motion** was then made by Councilman Vicary and seconded by Councilman Pacer to terminate the Highway Department Employee's Life Insurance Policies with Guardian Insurance. The Motion was passed.

ABSTRACT PROCESSING & VERIFICATION:

GENERAL FUND

Motion by Councilman Vicary, sec. by Councilman Mouery to pay
Abstract #4 (Vouchers #81 - #83) in the amount of \$69,215.65
Motion was passed

GENERAL FUND

Motion by Councilman Vicary, sec. by Councilman Panek to pay
Abstract #5 (Vouchers #84 - #137) in the amount of \$46,678.12
Motion was passed

HIGHWAY FUND

Motion by Councilman Vicary, sec. by Councilman Pacer to pay
Abstract #3 (Voucher #64 - #87) in the amount of \$116,010.76
Motion was passed

WATER FUND

Motion by Councilman Vicary, sec. by Councilman Panek to pay
Abstract #4 (Voucher #11) in the amount of \$9,039.00
Motion was passed

WATER FUND

Motion by Councilman Vicary, sec. by Councilman Pacer to pay
Abstract #5 (Voucher #12 - #13) in the amount of \$22,767.90
Motion was passed

Motion made by Councilman Vicary and seconded by Councilman Pacer to adjourn at 10:25 PM.
Motion was carried and meeting was thus adjourned.