

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

November 9th, 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 David Boyle followed by the Pledge to the Flag led by Robert Hilchey. The following Trustees were present: John Igoe, John Mullen, Michele Graham, and Michael Cianfrini.

Also, Present: Clerk/Treasurer, Kimberly Staniszewski; DPW Supervisor, Tom Mikolajczyk; OFD Chief, Sean Downey; OFD, Chad Williams, OFD; Robert Hilchey; Nicole Ryan, CPA Freed Maxick; Michael Ognibene, Business Owner arrived at 7:26pm.

PUBLIC HEARINGS: None

PUBLIC COMMENTS:

1. **17 Water Street** -Michael Ognibene arrived at 7:26pm. Board agreed to allow comment from Mr. Ognibene at this time. Requested the Board to provide further explanation as to the use of 17 Water Street property. He wants to know why his employees from the dealership are not allowed to park on the property. The Board would like to research prior zoning board reports on the property to be more informed to the history of the zoned use and they will discuss at the December Board meeting. Mr.Ognibene left the meeting at 7:40pm

OLD BUSINESS:

1. **WWTP Rehab Capital Project. Steve Mountain, Mountain Engineering:**
 - A) Pay Invoice Sherwin-Williams #1639-00169-Painting Supplies WWTP
 - B) Pay Invoice Municipal Solutions #14727-Services 8/15/2020-10/31/2020
 - C) Pay Invoice Camden Group #5518-Painting Labor 10/19/2020-Supply Piping
 - D) Pay Invoice Camden Group #5519-Painting Labor 10/21/20- Air Distribution
 - E) Pay Invoice Home Depot-Painting Supplies for Heaters
 - F) Pay Invoice Wills Carpet One- #15795-Flooring Installation WWTP

A Motion was made by Trustee Cianfrini to approve payments per the invoices received under the Waste Water Treatment Plant project , second by Trustee Graham. Ayes: Trustees Cianfrini, Mullen, Igoe, and Graham. Carried.

2. **Request for Water/Sewer Credit**-Board discussed request on Water/Sewer acct.# 757 for a credit on the October 2020 billing.

A Motion was made by Trustee Cianfrini to deny request for billing credit on account #757. Village policy is to only allow one billing credit on a property and said account had a prior credit approved , second by Trustee Mullen. Ayes: Trustees Cianfrini, Mullen, Igoe, and Graham. Carried

NEW BUSINESS:

1. **2019-2020 Freed Maxick Independent Audit Findings-** Nicole Ryan, Audit Manager, Freed Maxick presented the audited financials and financial statements to the Board of Trustees for the 2019-2020 Fiscal Year.

A Motion was made by Trustee Igoe to approve the Audited Financial Statements for fiscal year 2019-2020, second by Trustee Graham. Ayes: Mullen, Graham, Cianfrini, Igoe. Carried

2. **Resolution # 26 -2020 Authorizing Public Hearing for the Adoption of Codification into Local Law**

A Motion was made by Trustee Igoe to approve Resolution # 26 – 2020: Authorizing a Public Hearing to be held on December 14th, 2020 for the Adoption of Codification into Local Law, second by Trustee Graham. Ayes: Mullen, Graham, Cianfrini, Igoe. Carried

3. **Resolution # 27-2020 – RS 2417-A Standard Work-Day Reporting Resolution for Elected and Appointed Officials.**

A Motion was made by Trustee Graham to approve Resolution # 27 – 2020: A Standard Work-Day Reporting Resolution for Elected and Appointed Officials second by Trustee Mullen. Ayes: Mullen, Graham, Igoe. Abstain: Trustee Cianfrini. Carried

4. **Approval of Affidavit of Village Tax Collector for 2020-2021 Village Taxes.**

A Motion was made by Trustee Cianfrini to approve Affidavit of Village Tax Collector for 2020-2021 Village Taxes second by Trustee Graham. Ayes: Mullen, Graham, Igoe, Cianfrini. Carried

5. **Fire Department Report.** Fire Chief, Sean Downey presented to the board. Chief Downey asked Village for confirmation that there is still liability coverage for the Volunteers until a Fire Services Contract has been signed by all parties. Mayor will provide confirmation of coverage.

A Motion was made by Trustee Igoe to accept Fire Department Report second by Trustee Mullen. Ayes: Mullen, Graham, Igoe, Cianfrini. Carried

6. **Zoning/Code Report- Zoning Officer Morris provided a written report to the Board.**

A Motion was made by Trustee Graham to accept the Zoning/Code Report, second by Trustee Cianfrini. Ayes: Mullen, Graham, Igoe, Cianfrini. Carried

7. **Approval of October 5th, 2020 Minutes.**

A Motion was made by Trustee Igoe to approve October 5th, 2020 Minutes, second by Trustee Cianfrini. Ayes: Mullen, Graham, Igoe, Cianfrini. Carried

8. Approval of November 2020 Abstract.

11/09/2020 Abstract					
AO Chks 017919-017947	(\$25,385.26)	(\$25,385.26)			
FO Chks 017097-18304	(\$128,620.10)		(\$128,620.10)		
GO Chks 18144-18156	(\$10,851.76)			(\$10,851.76)	
HW Chks 17352-17356	(\$10,968.94)				(\$10,968.94)

A Motion was made by Trustee Graham to approve November, 2020 Abstract with a reminder that all expenditures need to be monitored closely by Fire Department, Village Office and DPW, second by Trustee Mullen. Ayes: Mullen, Graham, Igoe, Cianfrini. Carried

- 9. DPW Report-Written Report** – DPW Supervisor Mikolajczyk provided a written report to the Board. Flooring at the Sewer plant is completed. Snow removal equipment is prepped and ready. Brush pickup will end on Nov. 9th. Leaf pick-up will continue until the snow arrives. Trustee Graham asked for Supervisor to put together an inventory of parts and a list of items needed.

A Motion was made by Trustee Graham to accept DPW Report, second by Trustee Mullen. Ayes: Mullen, Graham, Igoe, Cianfrini. Carried

- 10. Clerk’s Report-Written Report** – Village Clerk-Treasurer Staniszewski provided a written report to the Board. Bond Refinance will be completed on 11/17. A report of savings due to refinance was provided to Trustees. Water/Sewer late notices were mailed to 105 residents. We did include the Notice to Residential Customers per the Governor Executive order on water service interruption due to non-payment of bills and deferment payment plans offered. ChIPS money was applied for to reimburse Village for road repairs. Should see the payment in December.

A Motion was made by Trustee Graham to accept Clerk’s report, second by Trustee Igoe. Ayes: Mullen, Graham, Igoe, Cianfrini. Carried

- 11. Trustee Reports-** Trustee Graham stated that we will be having a committee meeting with Jeff Pedro from CIR Solar regarding the Solar field on Tues., 11/10. Mayor Boyle asked for the Solar Efficiency and Water Infiltration Committees to report at the December meeting.

12. Mayors Report-

- Mayor is going to talk to Steve Mountain, Mountain Engineering regarding the remaining grant money at the WWTP.
- Also looking at sources of funding for Water Tower and Sewer Line reroute on S. Pearl St.
- Christmas Luncheon for Trustees and Employees will be held on Fri. Dec. 11th, 11:30am at Caryville. Invites will be sent.

13. Executive Session to discuss Personnel items.

A Motion was made by Trustee Graham to go into executive session to discuss a personnel item @ 8:24 PM, Clerk-Treasurer Staniszewski was asked to leave, second by Trustee Igoe. Ayes: Trustees Igoe, Mullen, Cianfrini, and Graham. Carried

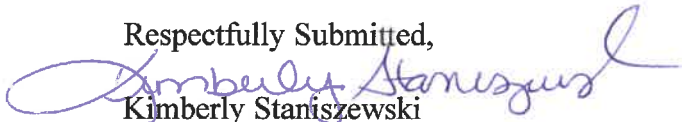
A Motion was made by Trustee Mullen to close executive session discussion on personnel items @9:11pm, second by Trustee Cianfrini. Ayes: Trustees Igoe, Mullen, Cianfrini, and Graham. Carried.

Having no further business to come before the Board, the meeting was adjourned @ 9:12 PM on A Motion by Trustee Graham;

Next Regular Meeting will be held on December 14th, 2020 at 6:30 PM at the Village Hall, 39 Main St.

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

Respectfully Submitted,



Kimberly Staniszewski

Clerk/Treasurer

November 9th, 2020

VILLAGE OF OAKFIELD

Adopted: November 9, 2020

**RESOLUTION # 26 -2020 AUTHORIZING A PUBLIC HEARING REGARDING
PROPOSED ADOPTION OF LOCAL LAW FOR THE CODIFICATION OF THE
LOCAL LAWS OF THE VILLAGE OF OAKFIELD**

WHEREAS the Board of Trustees of the Village of Oakfield has entered into a project for the codification of local laws, ordinances and certain resolutions of the Village of Oakfield for the purposes of increasing the effectiveness of village governmental administration, providing for greater public awareness of and access to village legislation and protecting the health, safety and welfare of village inhabitants; and

WHEREAS the proposed codification has been published in loose-leaf form and the Board of Trustees now desires to formally effect the adoption of said codification by enactment of a local law;

NOW, THEREFORE, BE IT RESOLVED, that a public hearing be held by the Board of Trustees with respect to enactment of the following local law, such public hearing to be held on the 14th day of December, 2020, at 6:30 p.m., at the Village Hall, 39 Main St., Village of Oakfield, New York. The proposed local law to be considered is as follows:

LOCAL LAW NO. #2 -2020

A LOCAL LAW TO PROVIDE FOR THE CODIFICATION OF THE LOCAL LAWS, ORDINANCES AND CERTAIN RESOLUTIONS OF THE VILLAGE OF OAKFIELD INTO A MUNICIPAL CODE TO BE DESIGNATED THE "CODE OF THE VILLAGE OF OAKFIELD"

Copies of the text of the above-named local law shall be filed in the office of the Village Clerk.

AND BE IT FURTHER RESOLVED that the Village Clerk is hereby directed and authorized to cause public notice of said hearing to be given in accordance with the Municipal Home Rule Law, the Open Meetings Law and the Village Law of the State of New York.


DATED: November 9th, 2020

Motion by: Trustee Igoe

Seconded by: Trustee Graham

Ayes: Trustees Cianfrini, Mullen, Graham and Igoe

BY ORDER OF THE BOARD OF TRUSTEES
VILLAGE OF OAKFIELD


KIMBERLY STANISZEWSKI
VILLAGE CLERK

Resolution # 21-0020

Office of the New York State Comptroller
NYSLRS
New York State and Local Retirement System
110 State Street, Albany, New York 12244-0001
Please type or print clearly
in blue or black ink

Received Date

Standard Work Day and Reporting Resolution for Elected and Appointed Officials

Employer Location Code

4 0 3 1 9

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

RS 2417-A

(Rev.11/19)

BE IT RESOLVED, that the Village of Oakfield / 40319 hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement based on their record of activities:

Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
Elected Officials:									
Michael Cianfrini			Trustee	4/1/2018-3/31/2022	6	1.24	<input type="checkbox"/>	Monthly	<input type="checkbox"/>
Appointed Officials:									
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>

I, Kimberly Staniszewski, secretary/clerk of the governing board of the Village of Oakfield, of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 9 day of November, 2020 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Village of Oakfield on this 9 day of November, 2020.

Kimberly Staniszewski
(Signature of Secretary or Clerk)

Affidavit of Posting: I, Kimberly Staniszewski being duly sworn, deposes and says that the posting of the Resolution began on 11/10/2020 and continued for at least 30 days. That the Resolution was available to the public on the:

11/10/2020 (Date)

Employer's website at:

Official sign board at: 39 Main St., Oakfield, NY 14125

Main entrance Secretary or Clerk's office at: 37 Main St., Oakfield, NY 14125

