

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

**November 12th, 2024 @ 6:30 pm**

A regular monthly meeting of the Village of Oakfield Board of Trustees was called to order at 6:30p.m. followed by the Pledge to the Flag led by Carol D’Alba. The following Trustees were present: John Igoe, John Mullen, Scott D’Alba, Michael Cianfrini and Mayor Boyle.

Also, Present: Clerk/Treasurer, Kim Staniszewski; DPW Supervisor, Tom Mikolajczyk; Haxton Library, Carol D’Alba; Fire Chief, Sean Downing. Arriving at 7:21pm, OBC, Bob Ostrander

**PUBLIC HEARING:**

**PUBLIC COMMENT:**

**OLD BUSINESS:**

1. **Haxton Memorial Library-** Carol D’Alba was present to ask if the Board had made a decision on snowplowing for the Library. Mayor Boyle was in favor of the Village DPW plowing Village Sidewalk, the Parking areas roadside on N Pearl, and the Library’s Parking Lot. Felt this was something the Village could do under a Shared Services Agreement. Board approved unanimously to snowplow for the 2024-2025 winter season. An Indemnification Agreement will need to be signed by all parties along with a Shared Services Agreement.

**NEW BUSINESS:**

1. **Fire Chief/President Report-** Sean Downing provided a verbal report to the Board. Call volume for the year is already at 353, which is what was done for the entire 2023 fiscal year. State Grant to do some building upgrades to the fire hall was not approved. Department is in the process of applying for other grants to cover costs of a new truck/airpacks. Chief Downing invited Board members to FD Christmas party on 12/14 from 12-5. John Igoe reported that Alabama Supervisor Crossen has obtained funding to pay for the joint study.

**A Motion** was made by Trustee Igoe to approve OFD Chiefs report for November 12th, 2024, second by Trustee D’Alba, Ayes: Trustee Igoe, Mullen, Cianfrini, and D’Alba. Carried.

2. **Zoning/Code Report-** Code Zoning Officer Morris provided a written report.  
**Motion to Approve-Failed, No Vote**

**3. Approval of October 15th, 2024 Minutes**

**A Motion** was made by Trustee Cianfrini to approve the October 15th, 2024 Minutes, second by Trustee Igoe, Ayes: Trustee Igoe, Mullen, Cianfrini, and D’Alba Carried.

**4. Approval of November 2024 Abstract/P.O.’s**

<i>11/12/2024 Abstract</i>	
(AO) GENERAL FUND	\$7,417.06
(FO) WATER FUND	\$153,109.80
(GO) SEWER FUND	\$15,082.15
(HO) CAPITAL FUND	\$0.00
<b>TOTAL</b>	<b>\$175,609.01</b>
Check Numbers #1188-1221, E203-E204	
Void #	

**A Motion** was made by Trustee D’Alba to approve the November 2024, Abstract, second by Trustee Mullen, Ayes: Trustee Igoe, Mullen, Cianfrini, and D’Alba. Carried.

- 5. DPW Report-** DPW Supervisor Mikolajczyk provided a written report to the Board.
- a. Last day Brush pickup was November 4th
  - b. Leaf Pickup will continue until first snowfall

**A Motion** was made by Trustee Cianfrini to accept DPW Supervisor report for November 12th, 2024, second by Trustee Mullen, Ayes: Trustee Igoe, Mullen, Cianfrini, and D’Alba. Carried.

- 6. Clerk’s Report-Written Report** – Village Clerk-Treasurer Staniszewski provided a written report to the Board.
- a. SPEDES Permit was submitted to DEC. Waiting to hear on results
  - b. Received another NYSERDA grant in the amount of \$5,000. This is in addition to the \$10k already received to go towards the new charging station.

**A Motion** was made by Trustee Cianfrini to accept Clerk-Treasurer report for November 12th, 2024, second by Trustee Mullen. Ayes: Trustee Igoe, Mullen, Cianfrini, and D’Alba. Carried

**7. Trustee Report-**

- a. Trustee D’Alba- spoke with Seppala’s regarding the status of the house on Drake Street. Mr. Seppala said things are finally moving along now that all parties are in agreement.

**8. Mayors Report-**

## a. 2025-2026 Budget Calendar

**A Motion** was made by Trustee Igoe to approve the 2025-2026 Budget Calendar, second by Trustee D'Alba. Ayes: Trustee Igoe, Mullen, Cianfrini, and D'Alba. Carried

b. Village Christmas luncheon, Friday, December 13<sup>th</sup> at 11:30amc. STAMP Sewer Project-Mayor reported that they have been in discussions with the Engineers, Stamp Sewer Project, and Camden regarding the route of the pipeline, servicing of the pipeline and how they are going to take care of the slow flow to the WWTP. Stamp Sewer Project would like shovels in ground in Spring of 2025. Mayor is still working with Attorney on finalizing the agreement with GCEDC. Representative for Stamp will be present at December 10<sup>th</sup>, 2024 Board meeting.**9. Approval of Change to December Board Meeting**

**A Motion** was made by Trustee D'Alba to approve changing date of December Board Meeting to Tuesday, December 10<sup>th</sup>, 2024 due to scheduling conflicts. Clerk-Treasurer Staniszewski will publish a notice in the Daily News, second by Trustee Igoe. Ayes: Trustee Cianfrini, Igoe, Mullen, and D'Alba. Carried

**10. Oakfield Betterment Committee-** Bob Ostrander came in to report to the Village board plans for running the electric during Labor Day. He wants to suspend the electric lines above the grounds to avoid any tripping hazards. Asked the Board if they were ok with this plan and if there was anything needed to be added to the Perm 33 C application. Trustee Igoe and D'Alba will confirm with DOT if any changes to the application need to be made.**11. Executive Session**

**A Motion** was made by Trustee Igoe to enter executive session at 7:21pm for a legal matter, second by Trustee D'Alba. Ayes: Trustee Cianfrini, Igoe, Mullen, and D'Alba. Carried

**A Motion** was made by Trustee Mullen to exit executive session at 7:42pm for a legal matter, second by Trustee Cianfrini. Ayes: Trustee Cianfrini, Igoe, Mullen, and D'Alba. Carried

**12. Approval of Affidavit of Village Tax Collector for 2023-2024 Village Taxes**

**A Motion** was made by Trustee Igoe to approve the Affidavit of Village Tax Collector for 2023-2024 unpaid Village Taxes, second by Trustee Cianfrini. Ayes: Trustee Cianfrini, Igoe, Mullen, and D'Alba. Carried

**13. Resolution #30-2024- Accept Resignation of Brenda Brownlie**

**A Motion** was made by Trustee Igoe to accept the resignation of Brenda Brownlie as Deputy Clerk-Treasurer, second by Trustee Mullen. Ayes: Trustee Cianfrini, Igoe, Mullen, and D'Alba. Carried

**14. Resolution #31-2024- Relevy of Mowing Charges for Tax Map Number 1.-1-26**

**A Motion** was made by Trustee Cianfrini to approve relevy mowing charges to property taxes for Tax Map Number 1.-1-26, second by Trustee D'Alba. Ayes: Trustee Cianfrini, Igoe, Mullen, and D'Alba. Carried

**15. Resolution #32-2024- Relevy of outstanding Water bill for Tax Map Number 6.-1-6.2**

**A Motion** was made by Trustee Mullen to approve relevy of outstanding water bill to property taxes for Tax Map Number 6.-1-6.2, second by Trustee Igoe. Ayes: Trustee Cianfrini, Igoe, Mullen, and D'Alba. Carried

**16. Resolution #33-2024- Close Out of GLs for Capital Projects**

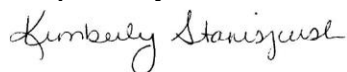
**A Motion** was made by Trustee D'Alba to approve close out of GLs for Capital Projects, second by Trustee Cianfrini. Ayes: Trustee Cianfrini, Igoe, Mullen, and D'Alba. Carried

Having no further business to come before the Board, the meeting was adjourned 7:45 PM on **A Motion** by Trustee Igoe

The next regular Board meeting will be held **Tuesday, December 10th**, at 6:30 PM at the Village Hall, 39 Main St..

Second by Trustee D'Alba. Ayes: Trustees Igoe, Cianfrini, Mullen, and D'Alba. Carried.

Respectfully Submitted,



Kimberly Staniszewski

Clerk/Treasurer

November 12th, 2024

### AFFIDAVIT OF VILLAGE COLLECTOR

Make Every Possible Effort to Collect Taxes Before Making Returns

STATE OF NEW YORK, }  
COUNTY OF GENESEE, } ss.:

... Kimberly Staniszewski . . . . ., collector for the Village of Oakfield. . . . ., being duly sworn, deposes and says that his / her address is .37 Main Street, Oakfield, NY 14125 . . . . .; that the foregoing list of unpaid taxes are for property in this Village and have not been paid to him / her or any part thereof; that he / she has not been able to find any person or persons who would pay the aforesaid taxes; that the foregoing is a true and correct copy of all unpaid taxes in the said Village; and that after diligent effort he / she has been unable to collect the same.

Subscribed and sworn to before me this  
.. 13. day of .. November .., 20 24

.....  
Signature of Notary Public

*Kimberly A. Staniszewski*  
Signature of Collector

KIMBERLY A BALL  
NOTARY PUBLIC STATE OF NEW YORK  
GENESEE COUNTY  
LIC. #01BA0016872  
COMM. EXP. 11/26/2027

..... Clerk-Treasurer ..  
Title

Name and address of treasurer if the Village has elected one other than the collector.

.....  
Name of Treasurer of Village

.....  
Address of Treasurer of Village

### CERTIFICATE OF TRUSTEE

The undersigned, pursuant to section 1442 Real Property Tax Law do hereby certify that I have compared the foregoing list of assessments and taxes with the original Village Tax Roll and find it to be correct.

Dated the . 12<sup>th</sup> . . . . . day  
of .. November .., 20 24

Signature }  
of }  
Trustees }  
*David T. Boyle*  
*John A. Mallett*  
*Michael Campuzi*  
*St. M. Ze*  
*SPR*

Follow these directions carefully to avoid delay

- 1. Be sure that the date of your warrant is correct (this also applies to renewal dates). No village tax warrants may be renewed beyond November 15<sup>th</sup>.
- 2. The law does not allow the collector to collect any fees on returned village taxes. The only way the collector can get the fees is to collect the tax.
- 3. Be sure that all information asked for is given on your return.

**November 12th, 2024**

**VILLAGE OF OAKFIELD  
RESOLUTION #30 -2024  
TO ACCEPT THE RESIGNATION OF BRENDA BROWNLIE**

**WHEREAS**, The Village of Oakfield Board of Trustees received on October 21st, 2024 a notice of resignation from Brenda Brownlie, Deputy Clerk-Treasurer effective November 4th, 2024; and

**NOW, THEREFORE, BE IT RESOLVED**, The Village of Oakfield Board of Trustees hereby accepts Brenda Brownlie's resignation as Deputy Clerk-Treasurer effective November 4th, 2024, and

**RESOLVED FURTHER THAT**, The Board of Trustees of the Village of Oakfield, New York, hereby, adopt this resolution on the 12<sup>th</sup> day of November 2024.

**Motion to adopt Resolution #30 -2024 by Trustee Igoe**

**Seconded by Trustee Mullen**

**Ayes: Trustees Igoe, Cianfrini, Mullen, and D'Alba**

**Nays:**

**Carried.**

State of New York)  
County of Genesee)  
Village of Oakfield) ss.

I, Kimberly Staniszewski, Clerk-Treasurer of the Village of Oakfield in the County of Genesee, and State of New York, hereby certify that the foregoing Resolution #30 -2024 was duly adopted at a meeting of the Village Board of the Village of Oakfield held on the 12<sup>th</sup> day of November, 2024, by the required necessary vote of the members to approve this Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Village of Oakfield, Genesee County, New York this 12<sup>th</sup> day of November 2024



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Kimberly Staniszewski  
Clerk-Treasurer

**November 12th, 2024**

**VILLAGE OF OAKFIELD  
RESOLUTION #31-2024  
Tax Relevy of Unpaid Mowing Charges  
Tax Map Number 1.-1-26**

**WHEREAS**, The Village of Oakfield Code Officer issued a code violation to Mr. Brian Bork, 49 Farnsworth Ave, Oakfield, Tax Map # 1.-1-26 for high grass growth on his property; and

**WHEREAS**, Mr. Brian Bork did not comply with the order to mow his lawn; and

**WHEREAS**, the Village of Oakfield mowed the property at 49 Farnsworth Ave. on June 10, 2024 at a rate of \$100.00; and

**WHEREAS**, the Village of Oakfield charged Mr. Bork a Code Violation fee of \$250.00 as this is not his first offense; and

**WHEREAS**, Mr. Bork has failed to pay for the charges of mowing and code violations to the Village of Oakfield; and

**NOW, THEREFORE, BE IT RESOLVED**, The Village of Oakfield is charging Tax Map Number 1.-1-26 located at 49 Farnsworth Avenue, in the Village of Oakfield \$350.00 for mowing and code violations, and

**RESOLVED FURTHER THAT**, The Board of Trustees of the Village of Oakfield, New York, hereby, approve this resolution on the 12<sup>th</sup> day of November 2024.

**Motion to approve Resolution #31 -2024 by Trustee Cianfrini**

**Seconded by Trustee D’Alba**

**Ayes: Trustees Igoe, Cianfrini, Mullen, and D’Alba**

**Nays:**

**Carried.**

State of New York)  
County of Genesee)  
Village of Oakfield) ss.

I, Kimberly Staniszewski, Clerk-Treasurer of the Village of Oakfield in the County of Genesee, and State of New York, hereby certify that the foregoing Resolution #31 -2024 was duly adopted at a meeting of the Village Board of the

Village of Oakfield held on the 12<sup>th</sup> day of November, 2024, by the required necessary vote of the members to approve this Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Village of Oakfield, Genesee County, New York this 12<sup>th</sup> day of November 2024



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Kimberly Staniszewski  
Clerk-Treasurer

**November 12th, 2024**

**VILLAGE OF OAKFIELD  
RESOLUTION #32-2024  
Tax Relevy of Unpaid Water Charges  
Tax Map Number 6.-1-6.2**

**WHEREAS**, The Village of Oakfield charges for water consumption at property located at 3463 Maltby Road, Town of Oakfield, Tax Map # 6.-1-6.2; and

**WHEREAS**, the property has an unpaid water bill owed to the Village of Oakfield in the amount of 115.70 that is more than 150 Days past due; and

**NOW, THEREFORE, BE IT RESOLVED**, The Village of Oakfield is charging Tax Map Number 6.-1-6.2 located at 3463 Maltby Road, in the Town of Oakfield \$115.70 for water consumption, and

**RESOLVED FURTHER THAT**, The Board of Trustees of the Village of Oakfield, New York, hereby, approve this resolution on the 12<sup>th</sup> day of November 2024.

**Motion to approve Resolution #32 -2024 by Trustee Mullen**

**Seconded by Trustee Igoe**

**Ayes: Trustees Igoe, Cianfrini, Mullen, and D’Alba**

**Nays:**

**Carried.**

State of New York)  
County of Genesee)  
Village of Oakfield) ss.

I, Kimberly Staniszewski, Clerk-Treasurer of the Village of Oakfield in the County of Genesee, and State of New York, hereby certify that the foregoing Resolution #32 -2024 was duly adopted at a meeting of the Village Board of the

Village of Oakfield held on the 12<sup>th</sup> day of November, 2024, by the required necessary vote of the members to approve this Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Village of Oakfield, Genesee County, New York this 12<sup>th</sup> day of November 2024



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Kimberly Staniszewski  
Clerk-Treasurer

**November 12th, 2024**

**VILLAGE OF OAKFIELD  
RESOLUTION #33-2024  
Close-Out of General Ledger Accounts related to Capital Projects**

**WHEREAS,** The Village of Oakfield had Capital Projects (HD; HS; HW) allocated in the accounting system; and

**WHEREAS,** at this time all Capital Projects have been completed and are in their final bond repayment stages; and

**NOW, THEREFORE, BE IT RESOLVED,** The Village of Oakfield is going to close the Capital Projects (HD; HS; HW) in the accounting system since they have all been completed; and

**RESOLVED FURTHER THAT,** The Board of Trustees of the Village of Oakfield, New York, hereby, approve this resolution on the 12<sup>th</sup> day of November 2024.

**Motion to approve Resolution #33 -2024 by Trustee D’Alba  
Seconded by Trustee Cianfrini**

**Ayes: Trustees Igoe, Cianfrini, Mullen, and D’Alba**

**Nays:**

**Carried.**

State of New York)  
County of Genesee)  
Village of Oakfield) ss.

I, Kimberly Staniszewski, Clerk-Treasurer of the Village of Oakfield in the County of Genesee, and State of New York, hereby certify that the foregoing Resolution #33 -2024 was duly adopted at a meeting of the Village Board of the Village of Oakfield held on the 12<sup>th</sup> day of November, 2024, by the required necessary vote of the members to approve this Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Village of Oakfield, Genesee County, New York this 12<sup>th</sup> day of November 2024



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Kimberly Staniszewski

Clerk-Treasurer