

**MINUTES
REGULAR MEETING
THE GORHAM TOWN BOARD
July 10, 2019 7:00pm**

The Gorham Town Board held a Regular Meeting on July 10, 2019 at 7:00 pm at the Gorham Town Hall. Present were; Deputy Town Supervisor William Glitch, Councilmembers; Brian S. Case, Richard Malcolm and Jake Chard. Water/Wastewater Chief Operator Greg Coston, Zoning/Building Officer Jim Morse, Assessor Enza Mineo, Billing Clerk Brenda Jones and Town Clerk Darby Perrotte. Supervisor Fred Lightfoote and Highway Superintendent Zack Eddinger were necessarily absent.

Other guests in attendance; Lynn Klotz, Bob Gusciora and Jeffrey Wagar.

1. Call to Order/Pledge to the Flag
2. Privilege of the Floor – none requested
3. Approval of Minutes - 5/29/19 Special Meeting
6/12/19 Regular Meeting

On the motion by Councilmember Malcolm, seconded by Councilmember Case, the meeting minutes from both meetings were approved with correction to page 41 of the 6/12/19 adjournment vote, it says (5-0) and should say (4-0). Motion carried unanimously. (4-0)

060-2019

4. Audit of Bills -

Abstract #7

A	419-516	\$29,391.62
B	426-514	5,281.76
SL	507,515	643.14
DB	417-478	97,987.02
SS	484-506	1,480.74
SW1	418-505	15,093.31
T/A	38	110.00

On the motion by Councilmember Malcolm, seconded by Councilmember Chard, the bills were approved for payment. Motion carried unanimously. (4-0)

061-2019

5. Reports of Town Officials -

A. Chief Operator Water/Wastewater Plants – written report on file.

B. Highway Superintendent – written report on file.

C. Zoning/Building Officer – written report on file. Building Officer Morse said he has the quote for his new truck. Shepard Ford offered a fleet sale for Highway, Water and Building Department trucks. The fleet sale pricing is cheaper than piggybacking with another county. The new truck for the Zoning/Building Officer had been budgeted for 2019 and somehow didn't make it into the budget therefore the bookkeeping company will do a budget amendment.

On the motion by Councilmember Chard, seconded by Councilmember Malcolm, to approve the bid from Shepard Ford for a new truck for the Zoning/Building Officer for \$32,348.00. Motion carried unanimously. (4-0)

062-2019

On the motion by Councilmember Chard, seconded by Councilmember Malcolm, to approve the bid from Shepard Ford for a new truck for the Water Department for \$32,348.00. Motion carried unanimously. (4-0)

063-2019

D. Assessor – written report on file. Assessor Mineo updated the Board on the status of the new file cabinets that will be arriving soon. Mrs. Mineo talked about needing an area for records retention. The vault in the Town Clerk's Office is getting filled up with records that need to be kept permanently. Mrs. Mineo mentioned a space downstairs that could be used for storage. That area would have to be renovated to make the space fireproof for permanent records. The Board discussed the areas downstairs and agreed to move forward with making it useful for storage.

E. Town Clerk – written report on file.

F. Town Supervisor – written report on file.

On the motion by Councilmember Chard, seconded by Councilmember Case, the reports of Town Officials were approved as submitted. Motion carried unanimously. (4-0)

064-2019

Councilmember Case wanted to express what a good job Code Enforcement Officer Morse has been doing taking care of some of the problem areas in Town.

6. Business:

a. Adopt Resolution in support of Renovation of Ontario Beach Park

Councilmember Chard offered the following resolution and called for its adoption. Seconded by Councilmember Malcolm the resolution was adopted unanimously. (4-0)

065-2019

RESOLUTION OF SUPPORT FOR ONTARIO COUNTY ENVIRONMENTAL PROTECTION FUND
GRANT APPLICATION FOR RENOVATION OF ONTARIO COUNTY BEACH PARK

WHEREAS, Improving public access to, and the water quality of Canandaigua Lake has been a priority for the Town of Gorham for many years; and
 WHEREAS, Ontario County Beach Park (Park) is located in the Town of Gorham and is an important recreational resource for residents as well as visitors to the Finger Lakes region; and
 WHEREAS, The Town’s 2009 Comprehensive Plan calls for improving the Park’s facilities and providing access to Canandaigua Lake for non-motorized boats ; and
 WHEREAS, The existing park facilities were developed in the 1970’s and are not ADA compliant which limits access and enjoyment of the Park for our Town’s residents and visitors;
 WHEREAS, Town of Gorham residents and officials have actively participated in the development of the 2019 MASTER PLAN FOR ONTARIO COUNTY’S CANANDAIGUA LAKE SHORE PARKS: ONTARIO COUNTY BEACH PARK AND DEEP RUN PARK (Master Plan) and supported the NYS Environmental Protection Fund Grant which made development of that plan possible;
 WHEREAS, The Master Plan identifies a system of integrated improvements accessible to persons of all abilities including a fishing pier and deck, picnic shelters, a kayak launch and renovated family/unisex restrooms that will expand public access and enjoyment of Canandaigua Lake;
 WHEREAS, Green infrastructure practices that reduce storm water runoff and improve water quality have been designed into all improvements;
 Now, therefore, be it

RESOLVED, That the Town Board of Gorham reaffirms its support for expanding public access to Canandaigua Lake, improvements to Ontario County Beach Park and maintaining water quality as stated in the Town 2009 Comprehensive plan; and

RESOLVED, That the Town of Gorham strongly support’s Ontario County’s Environmental Protection Fund Grant application for renovation and improvements at Ontario County Beach Park; and

RESOLVED, That the Clerk of this Board send a certified copy of this resolution to Mary Krause, Ontario County Administrator

I, Darby L. Perrotte, Town Clerk of the Town of Gorham do hereby certify that the aforementioned resolution was adopted by the Town Board of the Town of Gorham on July 10th, 2019 by the following vote:

	<u>Aye</u>	<u>Nay</u>
Frederick Lightfoote	absent	_____
William Glitch	x_____	_____
Brian S. Case	x_____	_____
Richard Malcolm	x_____	_____
Jake Chard	x_____	_____

- b. Adopt Resolutions Wastewater Infrastructure Engineering Planning Grant

Councilmember Case offered the following resolution and called for its adoption.
Councilmember Chard seconded the motion which carried unanimously. (4-0)

066-2019

**TOWN OF GORHAM
RESOLUTION #8-2019
Consolidated Funding Application**

**Resolution of Support & Authorization for the Town of Gorham
2019 New York State Consolidated Funding Application,
Wastewater Infrastructure Engineering Planning Grant Application**

WHEREAS, Town of Gorham, Ontario County, supports the submission of a 2019 Consolidated Funding Application (CFA) on behalf of the Town, for the Wastewater Infrastructure Engineering Planning Grant (EPG) program to conduct an overall study of its Wastewater Treatment Plant (WWTP); and

WHEREAS, the New York State Department of Environmental Conservation (DEC), in conjunction with the New York State Environmental Facilities Corporation (EFC), provides a competitive statewide reimbursement grant program to assist in the initial planning of eligible Clean Water State Revolving Fund (CWSRF) water quality projects; and

WHEREAS, The Town of Gorham meets EPG eligibility and is considered a funding priority, as upcoming modifications to the Town's State Pollutant Discharge Elimination System (SPDES) permit will require the disinfection of wastewater effluent from its WWTP, and meets municipal median household income thresholds; and

WHEREAS, if funding is received it will allow the Town of Gorham to prepare an engineering planning report that explores cost effective solutions to implement disinfection, aging infrastructure and equipment, enabling the Town to seek further financing for construction through the CWSRF program to advance the required water quality improvements;

NOW THEREFORE BE IT RESOLVED, the Town Board, on behalf of the Town, identifies Supervisor Fred Lightfoote as the authorized representative for the project, able to execute necessary documents relative to and as required for the CFA; and

BE IT FURTHER RESOLVED, the Town Board does hereby accept that they shall provide at least 20% match of the total of any grant funding awarded as a local match in the form of in-kind services or cash contribution hereby appropriated and obligated from Sewer Fund; and

BE IT FURTHER RESOLVED, that the Town of Gorham, recognizes and fully supports the submission of the 2019 CFA for an EPG for overall improvements to its wastewater treatment plant.

Motion by: Councilmember Brian S. Case

Seconded by: Councilmember Jake Chard

Passed by the following vote of all Town Board Members voting in favor thereof:

Affirmative Town Board Members: William Glitch, Brian S. Case, Richard Malcolm and Jake Chard.

Affirmative: #4

Negative: #0

**TOWN OF GORHAM
RESOLUTION #9-2019
WASTEWATER INFRASTRUCTURE ENGINEERING PLANNING GRANT**

SEQR RESOLUTION - TYPE II ACTION

WHEREAS, the Town of Gorham Town Board, (hereinafter referred to as Town Board) is completing an application through the New York State Consolidated Funding Application (CFA) under New York State Department of Environmental Conservation (DEC), in conjunction with the New York State Environmental Facilities Corporation (EFC) for the preparation engineering report; and

NOW, THEREFORE, BE IT RESOLVED THAT, the Town Board does hereby classify the above referenced Action to be a Type II Action under 6 N.Y.C.R.R. Section 617.5 [c] [27] of the State Environmental Quality Review (SEQR) Regulations; and

BE IT FURTHER RESOLVED THAT, Type II Actions are not subject to further review under Part 617 of the SEQR Regulations; and

BE IT FINALLY RESOLVED THAT, the Town Board in making this classification has satisfied the procedural requirements under SEQR and directs this Resolution to be placed in the file on this Action.

Motion made by Member Councilmember Brian S. Case, Seconded by Member Richard Malcolm

The above Resolution was duly adopted on July 10, 2019 by the Town of Gorham Town Board by the following vote:

	<u>Aye</u>	<u>Nay</u>
Frederick Lightfoote	absent	_____
William Glitch	X_____	_____
Brian S. Case	X_____	_____
Richard Malcolm	X_____	_____
Jake Chard	X_____	_____

c. Resolution for County Road 1/ Lake to Lake Road Storm Water Pond Agreement

Councilmember Case offered the following resolution and called for its adoption.
Councilmember Chard seconded the motion that carried unanimously. (4-0)

067-2019

**Memorandum of Understanding
County Road #1/Lake to Lake Road- Storm water Management Project**

The Towns of Canandaigua and Gorham have a long history of working together on multiple projects and are municipal leaders in the comprehensive effort to protect Canandaigua Lake. The Town of Gorham is using grant funds to build a storm water management area near the intersection of County Road #1 and Lake to Lake Road to improve water quality and reduce downstream flooding issues. The Town of Gorham is interested in utilizing the services of the Town of Canandaigua’s temporary seasonal Motorized Equipment Operator (MEO) labor force and possible Town of Canandaigua equipment to help complete the project. The Town of Canandaigua is willing to provide the necessary temporary seasonal MEO labor force and possible equipment to assist the Town of Gorham under the following agreement conditions:

1. The Town of Gorham will provide the Town of Canandaigua a check equivalent to the cost of Town sponsored labor for the project prior to the commencement of work based on the following budgeted cost:
 - a. Two to possibly three seasonal employees at \$25/hour (plus FICA and if needed retirement benefits)
 - b. Up to a combined 90 hours a week each for up to 5 weeks= 450 hours
 - c. \$25/hr plus seasonal benefits (FICA- 8.75% and if necessary retirement- 15%) * 450 hours
 - d. Total salary and benefit costs = \$14,062.50 will be issued to the Town of Canandaigua prior to the commencement of construction
 - e. Any additional labor costs that go above and beyond this cost will be invoiced to the Town of Gorham. If the project takes less time than budgeted- the Town of Canandaigua will issue a refund check.

2. The Town of Gorham will directly pay for all supplies, fuel, equipment rentals and any other items needed for the project.
3. The Town of Gorham is solely responsible for the construction of the project and will utilize their engineering services through MRB along with their Highway Superintendent and the Watershed Program Manager to oversee and coordinate the project.

The Towns of Canandaigua and Gorham mutually agree to the terms of this agreement.
Motion by: Councilmember Brian S. Case

Seconded by: Councilmember Jake Chard

Passed by the following vote of all Town Board Members voting in favor thereof:

Affirmative Town Board Members: William Glitch, Brian S. Case, Richard Malcolm and Jake Chard.

Affirmative: #4
Negative: #0

d. Handicap Push Buttons for the Town Hall Doors

Town Clerk Perrotte has obtained pricing for handicap push button door openers at the Town Hall. The Board held a discussion regarding grant opportunities. The Town's engineering company would charge more for their time submitting the grant than the operators would cost.

On the motion by Councilmember Malcolm, seconded by Councilmember Case, to accept the bid from Imperial Door Controls Inc., for \$2,700.00 (each door) to install two handicap push button operators for the Town Hall front door entrance. Motion carried unanimously. (4-0)

068-2019

e. Request for waiver of 30-day Notice for Lincoln Hill Farm Brewery Inc.

The NY State Liquor Authority requires applicants to submit written notice to the municipality at least thirty days before filing an application. Lincoln Hill Farms is applying for a two year catering license. They are requesting the Town waive the thirty day notice period so they can expedite their application.

The Town Clerk presented the request to the Board to see if they wished to provide any comment and to have them vote to waive the thirty day notice.

Councilmember Malcolm asked if they have been before the Planning Board.

Building Officer Morse said yes, they updated their special use permit when they applied for the 'glamping' and at that time they addressed concerns regarding noise. Officer Morse said he has been there a few times he couldn't express enough how cooperative they are in addressing issues and taking care of it, they don't want to jeopardize their Special Use Permit. Officer Morse said this is a standard procedure when an establishment applies for a license through the liquor authority.

Councilmember Malcolm offered the following resolution and called for its adoption. Seconded by Councilmember Case the motion carried 3-1 (Ayes-Glitch, Case, Malcolm. Nays-Chard)

069-2019

**TOWN of GORHAM
RESOLUTION #10-2019**

APPROVE REQUEST TO WAIVE 30 DAY NOTICE FOR CATERING LICENSE

WHEREAS, Lincoln Hill Farm Brewery Inc. doing business at 3792 State Route 247 in the Town of Gorham, a current SLA license operator, intends to file for a 2-year catering license;

WHEREAS, pursuant to the NYS Alcoholic Beverage Control Law, section 110-b, an applicant must give the municipality thirty (30) days’ notice before filing its application, this section also states A municipality may express an opinion for or against the granting of such application.

WHEREAS, any such opinion may be deemed part of the record upon which the liquor authority makes its determination to grant or deny the application. Now therefore be it

RESOLVED, that the Town Board of the Town of Gorham hereby waives the thirty (30) days’ notice period in allowing an earlier submission of the 2-year catering license application to the NYS Liquor Authority

Motion to adopt made by Councilmember Malcolm, seconded by Councilmember Case

I, Darby L. Perrotte, Town Clerk of the Town of Gorham, do hereby certify that the aforementioned resolution was adopted by the Town Board of the Town of Gorham on July 10, 2019 by the following vote:

	<u>Aye</u>	<u>Nay</u>
Frederick Lightfoote	absent_	_____
William Glitch	X_____	_____
Brian S. Case	X_____	_____
Richard Malcolm	X_____	_____
Jake Chard	_____	X_____

f. Budget Transfers –

On the motion by Councilmember Malcolm, seconded by Councilmember Case, the following budget transfers were approved. \$12,000.00 from A1990.4 to A1440.4, \$309.07 from A1990.4 to A9055.8. Motion carried unanimously. (4-0)

070-2019

7. Executive Session -

On the motion by Deputy Supervisor Glitch, seconded by Councilmember Case, the Board entered into executive session at 8:35pm to discuss a matter which may imperil the public safety if it is disclosed.

On the motion by Deputy Supervisor Glitch, seconded by Councilmember Case, the Board returned to regular session at 8:50pm. No action was taken in executive session. Both motions carried unanimously. (4-0)

071-2019

8. Set Next Meeting Date – August 14, 2019 Regular Meeting, 7pm at the Gorham Town Hall.

9. Privilege of the Floor – none requested

10. Adjournment - with no further business, on the motion by Councilmember Chard, seconded by Deputy Supervisor Glitch, the meeting was adjourned at 8:57pm. Motion carried unanimously. (4-0)

072-2019

Respectfully Submitted,

Darby L. Perrotte
Town Clerk

