

**MINUTES
REGULAR MEETING
THE GORHAM TOWN BOARD
September 9, 2020 7:00pm**

The Gorham Town Board held a Regular Meeting on September 9, 2020 at 7:00 pm. Present were Councilmembers; William Glitch, Brian S. Case, Richard Malcolm and Jake Chard. Water/Wastewater Chief Operator Greg Coston, Highway Superintendent Zach Eddinger, Building/Code Enforcement Officer Jim Morse, Assessor Enza Mineo, Billing Clerk Brenda Jones and Town Clerk Darby Perrotte. Supervisor Fred Lightfoote was necessarily absent. Other Guests in attendance; Keith Eddinger and via video conference, Lynn Klotz.

1. Call to Order/Pledge to the Flag. Councilmember Case called the meeting to order and led the pledge to the flag.
2. Privilege of the Floor –Assessor Enza Mineo wanted to clarify, for the record, some details regarding the re-evaluation process on a resident’s property that was talked about at the August 12th, 2020 meeting.

Assessor Mineo said “At last month’s meeting one of the homeowners had expressed concern that I had not been to their property and had not addressed changes that were made. I’d like to state that not only did I go to the property, I went to the property yet again, and all my data was, in fact, correct. I did meet with the husband and I found notes on my file that I had been there and met with the homeowner. The problem was that the homeowner was not clear on how to read the information she was looking at. So for the record, rest assured, if someone asks me to come out, I do come out to the property.”

3. Approval of Minutes - 8/12/2020 Regular & Public Hearing Meeting Minutes

On the motion by Councilmember Chard, seconded by Councilmember Malcolm, the 8/12/2020 minutes were approved as submitted. Motion carried unanimously. (3-0)

066-2020

4. Audit of Bills -

Abstract #9

A	611-687	\$ 94,418.65
B	611-672	3,605.74
DB	611-687	50,802.29
SS	611-670	793.11
SW1	611-685	12,944.47

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

067-2020

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.
- D. Assessor – written report on file.
- E. Town Clerk – written report on file.
- F. Town Supervisor – financial report on file.

6. Business -

- a. Adopt Resolution #18-2020 NYS Archives Revised Retention Schedule

Councilmember Malcolm offered the following Resolution and moved its adoption. Councilmember Chard seconded the motion and the resolution was unanimously adopted. (4-0)

068-2020

**TOWN OF GORHAM
RESOLUTION #18-2020**

RESOLVED, By the Town Board of the Town of Gorham,

That *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, Issued pursuant to Article 57-A of the Arts and Cultures Affairs Law, and containing minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

BE IT FURTHER RESOLVED, that in accordance with Article 57-A:

- a. only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;

b. only those records will be disposed of that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond established legal minimum periods.

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 September 9, 2020 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. Set the Public Hearing for 2021 Town Budget -

On the motion by Councilmember Chard, seconded by Councilmember Malcolm, the public hearing regarding the 2021 Town Budget will be held at the next regular meeting of the Town Board. Wednesday October 14th, 2020 at 7:00pm at Gorham Town Hall. Motion carried unanimously. (4-0)

069-2020

7. Privilege of the Floor – none requested

8. Set Next Meeting Date – the next regular meeting & public hearing will be October 14, 2020 at 7:00pm at the Gorham Town Hall.

9. Adjournment – with no further business on the motion by Councilmember Chard, seconded by Councilmember Glitch, the meeting was adjourned at 7:40pm. Motion carried unanimously. (4-0)

070-2020

Respectfully Submitted,

Darby L. Perrotte
Town Clerk

