

MINUTES
REGULAR MEETING & PUBLIC HEARING
THE GORHAM TOWN BOARD
March 8, 2023 7:00pm

The Gorham Town Board held a Regular Meeting on Wednesday March 8, 2023 at 7:00pm at the Town Hall in Gorham, NY.

Present were Supervisor Fred Lightfoote. Councilmembers; Brian S. Case, Jake Chard and Phil Curtis.

Councilmember Brian Lazarus joined via Zoom.

Town Officials in attendance; Chief Operator Water & Wastewater Districts Greg Coston, Code Enforcement Officer Jim Morse, Assessor Enza Mineo, Tax Collector Adrienne Smith, Planning Board Chairman Thomas Harvey and Town Clerk Darby Perrotte.

Highway Superintendent Zach Eddinger joined via Zoom.

Other guests in attendance in person and via Zoom; Olivia Guy, Amanda Gibuea, Ben Smith, Jeff & Debbie North, Sally Napolitano, Dale Stell, Ann Marie St. George, Lynn Klotz, Susan Carpenter, Danielle Ayers, Abbey Allen, Deborah Merritt, Christine Watkins, Jen Kerrick and several unidentified callers.

1. Call to Order/Pledge to the Flag
2. Privilege of the Floor –

Debbie North, County Road 18 resident, Mrs. North had several questions for the Town Board. She asked if the meeting minutes for the Public Works Committee were on the website yet. If not that is in violation of NYS Open Meeting Laws.

Mrs. North asked why Supervisor Lightfoote does not have a written report every month.

She asked regarding the resolution to allow the new Bookkeeper access to town bank accounts means former Bookkeeper Brenda Jones' access would be rescinded.

Mrs. North stated with the ongoing discussion of Brenda Jones new position, as a taxpayer, Mrs. North suggests that since NY is an 'At Will' employment State the Town offer Brenda a cake, flowers and thanks for her service.

Supervisor Lightfoote said the minutes are not yet complete. Because it is an advisory committee it is not subject to Open Meeting Law. Supervisor Lightfoote said the committee will produce and publish minutes from future meetings. Brenda will not be taken off access to the bank accounts, he is still working on her new job description. He has been extremely busy and didn't have time to submit a report.

Amanda Gibeau representing Gorham/Hall/Stanley Ambulance was in attendance as a follow up from the February meeting. Asking for a letter of support from the Town in regards to their proposed new building for the ambulance. She provided the Board with a copy of a

letter from other Towns and hopes the Town of Gorham will submit a similar letter in support of the Ambulance proposed project.

Ann Marie St. George, County Road 11 resident, stated over the last couple of years she has heard the frustration over things not getting done, part of it because the Supervisor position is part time. She would be willing to start a petition to change the Supervisor position to a full time 4 year term instead of a 2 year term.

Supervisor Lightfoote said he will get some information from the Board of Elections.

Sally Napolitano, Lake Drive resident, stated she has suggested a Town Manager or Administrator position be created for the Town of Gorham.

Councilmember Lazarus stated he would like to play it by ear. He said by adding Susan Cummings as the new Bookkeeper for the Town and re-structuring he feels she is capable of administrative needs once she gets up to speed in the bookkeeper office.

Councilmember Lazarus stated he provided Crystal Beach Fire Department the section of law that outlines their responsibilities regarding an audit. According to their treasurer the audit was initiated in November 2022. They do not have a completion date yet. He has been following up with the department.

3. Public Hearing Chateau Olivia –

Supervisor Lightfoote opened the public hearing.

Town Clerk Darby Perrotte confirmed the meeting and public hearing were duly advertised.

Town Planning Board Chairman Thomas Harvey was present. Chairman Harvey explained the Planning Board recommendations. Chateau Olivia is located in a County Agricultural District. Chairman Harvey explained the conditions required by the Planning Board as well as the State regarding on-site wastewater treatment systems and the requirement that they hook up to municipal sewer when it is installed.

With no further comments Supervisor Lightfoote closed the public hearing.

Owner Olivia Guy said she would love to hook up to municipal sewer when it becomes available. They currently are planning on installing a very expensive septic system to ensure they have control over their project and can open for business on the date they have scheduled.

a. Lead Agency and Determination of Significance for Chateau Olivia Project

Supervisor Lightfoote offered the following resolution and called for adoption. Seconded by Councilmember Chard the resolution was adopted unanimously. 5-0
5-Ayes Lightfoote, Case, Chard, Curtis, Lazarus.

026-2023

**TOWN OF GORHAM
RESOLUTION # 14-2023
ESTABLISHMENT OF LEAD AGENCY AND DETERMINATION OF SIGNIFICANCE
CHATEAU OLIVIA PROJECT**

WHEREAS, An application for a special use permit and site plan approval has been submitted to the Town of Gorham for a “Wedding Venue” at 4272 County Road 18 in the Town of Gorham, New York, to be known as Chateau Olivia, hereinafter collectively referred to as the “Project”; and

WHEREAS, The Project is located in the Town’s PDD Planned Development District making it subject to special use permit approval by the Town Board and site plan approval from the Town Planning Board; and

WHEREAS, The approval of a special use permit and/or site plan constitute an “action” as such is defined under the New York State Environmental Quality Review Act and its implementing regulations found at 6 NYCRR Part 617 (hereinafter collectively referred to as ‘SEQR’); and

WHEREAS, On February 8, 2023 the Gorham Town Board classified said action as a Type I action, initiated a coordinated review process of this action, and established its desire to act as lead agency pursuant to SEQR; and

WHEREAS, A full Environmental Assessment Form (EAF) part I was submitted by the applicant, a Draft part II, and Draft Part 3 full EAF has been prepared by the Chairman of the Town Planning Board and is on file with the Town Clerk; and

WHEREAS, On March 8, 2023 a duly advertised public hearing was held before this Board to solicit comments on the establishment of this Board as Lead Agency and on the determination of significance for said project pursuant to SEQR; and

WHEREAS, The Clerk of this Board has circulated said EAF, project materials, and a notice to all interested and involved agencies and none have objected to the establishment of this Board as Lead Agency for the environmental review of said project pursuant to SEQR; and

WHEREAS, This Board has reviewed said EAF parts 1, 2, and 3 and all the information contained therein, comments received in writing and at said public hearing, the preliminary site plan and special use permit application submitted by the applicant, and such other documents as this Board felt it necessary or appropriate to examine to adequately review the proposed Action supporting and/or supplementing the EAF; now, therefore, be it

RESOLVED, That this Board is hereby established as Lead Agency pursuant to SEQR for the environmental review of the Chateau Olivia Project; and further

RESOLVED, That the EAF parts 1, 2, and 3 on file with the Clerk of this Board are hereby approved and adopted as final; and further

RESOLVED, That this Board hereby finds that the Chateau Olivia Project:
will be required to roughly balance cut and fill by the Town Planning Board during site plan review.

involves a site without significant geological features unique to the site or area.

will involve the creation of storm water detention facilities on site designed and constructed in a manner compliant with or exceeding current state and town requirements for storm water quality and quantity discharges both during and after construction.

will not involve impacts to groundwater as the project will be required to have the same infiltration of storm water into the ground after construction as exists prior to construction as part of the site plan review by the Town Planning Board.

will not involve construction in areas of special flood hazard as identified by the Federal Emergency Management Agency nor will storm water discharges from the site increase in intensity or total quantity after construction of the project.

will involve air emissions from construction vehicles during site grading, construction of storm water management facilities, the on-site parking lot, demolition of a small barn, renovation of other barns, installation of utilities, and related items, but those emissions are judged to be minor as are the emissions that will occur during operation primarily from motor vehicles used for deliveries of supplies and transportation of employees, venue guests and event participants.

will not impact any species of special concern.

will not significantly impact agricultural resources as the building expansion and storm water facilities will be constructed on areas mowed as lawn and not used for agriculture, the area for the proposed parking lot has not been used for field crops for many years and was most recently fenced off as a horse pasture used for pleasure and not for agriculture, and the remaining property to the east of the buildings are intended to remain available for rent and used for grain crop farming. Thus, the project is not expected to have an impact on agricultural resources or use.

will not impact any significant views either of or from the project site, and all site lighting will be required to be dark sky compliant during site plan review.

will not impact historic or archeological resources on site because neither the town of the State Office of Parks, Recreation and Historic Preservation are aware of any significant historic or archeological resources on or proximate to the project site, or effected by the project.

will not impact recreation opportunities or resources in the town.

will not impact a critical environmental area as there have been no critical environmental areas established either in the town or within the adjacent town of Hopewell.

will not impact traffic as County Road 18 has sufficient capacity as does State Rt 364 to which it leads.

will involve a minor increase in the use of energy on site, but all renovations will have to meet the current New York State Energy Code, so the impacts are judged to be minor.

will involve noise from heavy equipment during construction activities on site for a limited amount of time in a sparsely populated area of the towns of Gorham and Hopewell, but during

normal daytime work hours. Operations will involve indoor activities, including music, from 10 am to 6 pm weekdays and 10 am to 10 pm on weekends. As a result, the increase in ambient noise levels expected from operations and construction activities are judged to be minor. will not generate significant odors and all lighting will be required to be dark sky compliant by the Planning Board during site plan review. Further, fencing and landscape plantings will be required during site plan review to limit the impact of vehicle headlights on adjacent properties. will not involve activities posing any danger to human health.

is located in the Town’s Planned Development District, an area designated by the town for a mix of residential and commercial uses in both the Town’s Comprehensive Plan and Zoning Local Law.

will reuse existing barns preserving and enhancing the rural character of this portion of the town while parking areas will be required to be screened from view from County Road 18 and adjacent properties during site plan review by the Town Planning Board; and further That based on its findings, the EAF, comments received, and other project materials this Board has reviewed, this Board hereby makes a negative declaration of significance for the Chateau Olivia Project pursuant to SEQR, stating that said Project will not result in any significant adverse environmental impacts and that the impacts identified shall be mitigated to the extent practical; and further

RESOLVED, That the Town Supervisor be and hereby is authorized and empowered to complete the determination of significance section of said EAF, checking box A indicating that the proposed action result in no significant adverse impacts on the environment and, therefore, an environmental impact statement need not be prepared. Accordingly, this negative declaration is issued; and further

RESOLVED, That the Town Clerk is hereby authorized and directed to submit a negative determination of significance for this project for publication in the Environmental Notice Bulletin; and further

RESOLVED, That a Negative Declaration of Significance for this project be prepared by the County Planning Department and sent for Publication in the Environmental Notice Bulletin and to all involved and interested agencies; and further

RESOLVED, That this resolution take effect immediately.

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 March 8, 2023 by the following vote:

	<u>Aye</u>	<u>Nay</u>
Frederick Lightfoote	X_____	_____
Brian S. Case	X_____	_____
Jake Chard	X_____	_____

Phil Curtis
Brian Lazarus

X_____ _____
X_____ _____

b. Approve Chateau Olivia Special Use Permit

Supervisor Lightfoote offered the following resolution and called for adoption. Seconded by Councilmember Chard the resolution was adopted unanimously. 5-0
5-Ayes Lightfoote, Case, Chard, Curtis, Lazarus.

027-2023

**TOWN OF GORHAM
RESOLUTION #15-2023
APPROVING THE
CHATEAU OLIVIA LLC SPECIAL USE PERMIT**

WHEREAS, Chateau Olivia LLC did submit a Special Use application and site plan known as Application 224 2022, for property located at 4272 County Road 18; and

WHEREAS, A Public Hearing on said special use application was advertised in the official newspaper of the Town of Gorham, specifically in the Finger Lakes Times on February 24, 2023 and

WHEREAS, The Town Board did conduct a Public hearing at 7:00pm on March 8, 2023 at the Gorham Town Hall, 4736 South Street Gorham, NY and

WHEREAS, The Environmental Review pursuant to the New York State Environmental Review Act and its implementing regulations found **6NYCRR** Part 617 (hereinafter collectively referred to as 'SEQR'): was completed by the Town Board as part of the application and

WHEREAS, The Town Board finds that there does not appear to exist any public controversy in regard to this Special Use application; and

WHEREAS, The Town Board reviewed the project material that was presented and now therefore be it

RESOLVED, The Town wishes to approve the Special Use Permit for the wedding venue on County Road 18 with one condition:

1. Chateau Olivia LLC receives site plan approval from the Town Planning Board

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 March 8, 2023 by the following vote:

	<u>Aye</u>	<u>Nay</u>
Frederick Lightfoote	X_____	_____
Brian S. Case	X_____	_____
Jake Chard	X_____	_____
Phil Curtis	X_____	_____
Brian Lazarus	X_____	_____

- 4. Approval of Minutes – 2/8/2023 Regular Meeting
2/22/2023 Special Meeting

On the motion by Councilmember Curtis, seconded by Councilmember Case, the minutes were approved as submitted. 5-0

5 Ayes – Lightfoote, Case, Chard, Curtis, Lazarus

028-2023

5. Reports of Town Officials -

- A. Chief Operator Water/Wastewater Plants – written report on file.
- B. Highway Superintendent – written report on file.

Councilmember Lazarus asked when the mini excavator would be returned. Highway Superintendent Eddinger said he has been in contact with the salesman and there will be some other things coming about that to discuss at a later date.

Councilmember Lazarus said he would like to know why it wasn't returned.

Highway Superintendent Eddinger said "We don't have to pay for it, I will discuss it at a later date."

Councilmember Chard asked if there was a plan to pave Powell Road this year.

Highway Superintendent Eddinger said they are not paving Powell Road this year.

Councilmember Chard asked if there is a threshold pertaining to snowfall before he sends the crew out to plow?

Highway Superintendent Eddinger said no, there is not a threshold, it is his decision whether they go out or not.

Councilmember Chard said the past Monday evening was perhaps the heaviest snowfall of the season, no one was sent out to plow in Gorham. He asked why.

Highway Superintendent Eddinger said he leaves snow on the road with the freezing rain coming so that there is not an open surface that makes it slippery. It is better to drive on snow with the freezing rain.

- C. Zoning/Building Officer – written report on file.
- D. Assessor –written report on file.
- E. Town Clerk – written report on file.
- F. Town Supervisor – no report on file.

On the motion by Councilmember Curtis, seconded by Councilmember Chard, the reports of Town Officials were approved as submitted. Motion carried unanimously. 5-0
5-Ayes Lightfoote, Case, Chard, Curtis, Lazarus.

029-2023

6. Audit of Bills -

Abstract #3

Abstract prepared by the Billing Clerk and the Town Clerk.
Approval of Vouchers

On the motion by Councilmember Case, seconded by Councilmember Curtis. Councilmember Chard had several questions regarding EFPR Solution’s bill. Supervisor Lightfoote confirmed this is a onetime bill from them, they will assist the new bookkeeper further, as needed, at an hourly rate.

The abstract for March totaling \$212,571.99 was approved for payment. Motion carried unanimously. 5-0

5- Ayes - Lightfoote, Case, Chard, Curtis, Lazarus

030-2023

7. Business –

a. Adopt Resolution Approving Granicus Proposal for Short-Term Rental

Councilmember Chard offered the following resolution and called for adoption. Seconded by Councilmember Lazarus, the resolution was adopted unanimously. 5-0

5 - Ayes Lightfoote, Case, Chard, Curtis, Lazarus.

031-2023

**TOWN OF GORHAM
RESOLUTION #8-2023
TO CONTRACT WITH GRANICUS**

FOR SHORT TERM RENTAL SERVICES

WHEREAS, The Town of Gorham recognizes the need to regulate Short Term Rental units because of the many concerns regarding them forwarded by residents of the Town, and;

WHEREAS, An Advisory Committee was installed to investigate possible options to address these concerns, and;

WHEREAS, The Town Board has received the recommendations from said advisory committee, and;

WHEREAS, A Short Term Rental Law has been adopted by the Town Board to address concerns and recommendations surfaced by residents, Short Term Rental owners, the Advisory Committee, and the Town Board, Then;

THEREFORE, The Gorham Town Supervisor is hereby authorized to enter into contract with Granicus for one year to provide Address Identification and Compliance Monitoring Services to the Town of Gorham to better enable the Town to address this issue for a payment of \$8,810.55.

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 March 8, 2023 by the following vote:

	<u>Aye</u>	<u>Nay</u>
Frederick Lightfoote	X_____	_____
Brian S. Case	X_____	_____
Jake Chard	X_____	_____
Phil Curtis	X_____	_____
Brian Lazarus	X_____	_____

b. Adopt Resolution to Accept MMB & Co. Proposal for 2022 Audit

Councilmember Chard offered the following resolution and called for adoption. Seconded by Councilmember Case.

Mrs. Napolitano asked if this audit will provide the same level of detail, a forensic audit, of the water billing.

Supervisor Lightfoote said "Yes, and if they don't provide us with what we need in the proposal we can ask for more. If their findings aren't substantial enough, in our opinion, then we can look into it to a greater degree."

Residents are concerned with the water audit only covering 2022. Discrepancies with billing go back as far as 2019. Residents and the Chief Operator of the Water District want the questions resolved.

Residents said they know there were discrepancies and parcels that didn't receive accurate bills, they received bills with an amount that showed zero on the bill.

Supervisor Lightfoote said anything that has been found didn't show money missing from lack of billing or money disappearing. He said the zero bills were carrying a credit.

Residents said they know there were discrepancies and parcels that didn't receive accurate bills, they received bills with an amount that showed zero on the bill.

Town Clerk Perrotte said water bills never show zero as a balance. If a customer has a credit it is reflected on their bill. She said she handles the water bills every day and there should never be a zero reflected on a bill. Town Clerk Perrotte said there definitely was a billing problem that should be addressed and resolved.

Supervisor Lightfoote said he will follow up with it.

Questions were asked about the depreciation schedule on town equipment. Supervisor Lightfoote explained that the town's insurance company completes this. He doesn't feel there is a need for this extra service from MM&B Company. He recommends option two, for \$17,000.00 and up to the Board to decide how many meetings, if any, the auditor will attend.

The resolution was adopted unanimously. 5-0

5 - Ayes Lightfoote, Case, Chard, Curtis, Lazarus.

032-2023

**TOWN OF GORHAM
RESOLUTION #7-2023
TO CONTRACT WITH MMB & COMPANY
FOR AUDIT SERVICES**

WHEREAS, It is recommended that Towns conduct financial audits on a regular basis, and;

WHEREAS, It is recommended that Towns conduct financial audits on a regular basis, and;

WHEREAS, Five years have elapsed since the last audit was conducted, and;

WHEREAS, The Gorham Town Board wishes to procure the services of MMB+CO To conduct audit services for the year 2022 for the Town, then;

THEREFORE, The Gorham Town Board instructs the Town Supervisor to sign contract with MMB+CO. and schedule for the work to be performed.

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 March 8, 2023 by the following vote:

	<u>Aye</u>	<u>Nay</u>
Frederick Lightfoote	X_____	_____
Brian S. Case	X_____	_____
Jake Chard	X_____	_____

Phil Curtis
Brian Lazarus

X____
X____

c. Adopt Resolution Approving Court Audit –

Councilmember Case offered the following resolution and called for adoption. Seconded by Councilmember Lazarus the resolution was adopted unanimously. 5-0
5 - Ayes Lightfoote, Case, Chard, Curtis, Lazarus.

033-2023

**TOWN OF GORHAM
RESOLUTION #9-2023
APPROVING COURT AUDIT**

WHEREAS, Section 2019-a of the Uniform Justice Court Act requires Town Justices to provide their Court records and dockets to the Auditing Board of the Town, and;

WHEREAS, The Town Board, as Auditing Board for the Town, is required by the Unified Court System to audit these records and provide a copy of said audit and resolution acknowledging that the required examinations were conducted, and;

THEREFORE, The Gorham Town Board confirms the audit and approval of the Justice reports for the year 2022, then also;

THEREFORE, The Board instructs the Town Supervisor to send said Audit reports to the Unified Court System.

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 March 8, 2023 by the following vote:

	<u>Aye</u>	<u>Nay</u>
Frederick Lightfoote	X____	_____
Brian S. Case	X____	_____
Jake Chard	X____	_____
Phil Curtis	X____	_____
Brian Lazarus	X____	_____

d. Adopt Resolution Approving Farmland Lease –

Supervisor Lightfoote said this is for 1 year because there is discussion to be held under executive session, it doesn't change anything except the length of the lease. This lease would need to be revisited the first of 2024.

Supervisor Lightfoote said there are possible other uses for the town this lease will need to be revisited at the end of the year and those would be talked about in executive session.

Councilmember Curtis offered the following resolution and called for adoption. Seconded by Councilmember Case.

Residents asked what the reason would be for executive session.

Supervisor Lightfoote said there are other possible uses of the land for the Town. Possibility of different businesses that would contract with the Town for certain processes to take place there. We haven't fleshed it out enough and it doesn't appear to be anything that needs to be out of the public view but there have been several things in regards to recycling but there are private concerns that have brought several ideas to the forefront. At the proper time he will be looking for public input he doesn't want to muddy the waters. There have been several things brought to his attention. Solar Farms is one possibility.

Supervisor Lightfoote said this will get them another year down the road and then can determine how much of the parcel would be available for farm use. The Town can be more assured at the direction they are heading.

Residents are concerned that this is not a legal reason for executive session.

Mrs. Napolitano said she is not against extending the lease for a year she doesn't understand why the public wouldn't be part of the process to determine what the Town is going to do with that property.

Supervisor Lightfoote said there are more than 1 idea out there. One is a gentleman is looking for the ability to compost either verma compost or possibly other composting, the possibility of Bio Char production, the possibility of having different means by which to sort or receive from other townships the critical mass to make the business profitable.

With no further discussion the resolution was adopted unanimously. 5-0

5 - Ayes Lightfoote, Case, Chard, Curtis, Lazarus.

034-2023

**TOWN OF GORHAM
RESOLUTION #10-2023
EXTEND FARMLAND LEASE**

WHEREAS, The Town of Gorham owns approximately 42 acres of tillable farmland located on the West side of Yautzy Road and the North side of Lake to Lake Road in the Town of Gorham, Ontario County, New York State, and being tax map #129.00-1-34.050, and;

WHEREAS, The Town of Gorham is looking into potential alternative uses for some portion of said property, and;

WHEREAS, The term of the most recent lease has expired, and;

WHEREAS, The ability to secure a multi-year lease for many farmers is critical in order to be able to plan for establishment and use of biennial or perennial crops as well as application of fertilizers and other Soil Amendments, which also benefits soil health, and;

WHEREAS, The Town Board does not wish to enter into a multi-year lease of this property until such time as any portion of said parcel is identified for exclusion from multi-year lease terms, and

WHEREAS, The current lessee, John Newswanger, an individual residing at 4752 Yautzy Road, Stanley, New York, 14561, wishes to continue farming the afore-mentioned property, then;

THEREFORE, The Gorham Town Board agrees to provide lease of the aforementioned farmland for crop-year 2023 to Mr. John Newswanger under the terms of the previous lease agreement, and also;

THEREFORE, The Gorham Town Board shall cause said farmland to be advertised for bid as soon as practical after January 1st, 2024 with all bids to be opened and awarded by January 30th, 2024 while Mr. Newswanger shall be allowed access to the property to harvest any un-harvested crop until April 20th, 2024

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 March 8, 2023 by the following vote:

	<u>Aye</u>	<u>Nay</u>
Frederick Lightfoote	X_____	_____
Brian S. Case	X_____	_____
Jake Chard	X_____	_____
Phil Curtis	X_____	_____
Brian Lazarus	X_____	_____

e. Adopt Resolution Approving MRB Group to Request USDA Rural Development Long Term Finance Package -

Councilmember Curtis offered the following resolution and called for adoption. Seconded by Councilmember Lazarus the resolution was adopted unanimously. 5-0

5 - Ayes Lightfoote, Case, Chard, Curtis, Lazarus.

035-2023

**TOWN OF GORHAM
RESOLUTION #11-2023
REQUEST FINANCE PROPOSAL FROM USDA RURAL DEVELOPMENT**

WHEREAS, The Town of Gorham has been considering updates and improvements to the Water District’s Treatment Plant in order to maintain the greatest possible water quality and protection from toxic substances from known and emerging contaminants, and;

WHEREAS, The Town has secured up to three-million dollars in grant money so far, and;

WHEREAS, The Town wishes to secure the most favorable finance terms for the projected four point eight-million dollar balance of funding needed to bring the proposed project to fruition, then;

THEREFORE, The Gorham Town Board instructs MRB Inc. to request a finance proposal from USDA Rural Development.

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 March 8, 2023 by the following vote:

	<u>Aye</u>	<u>Nay</u>
Frederick Lightfoote	X_____	_____
Brian S. Case	X_____	_____
Jake Chard	X_____	_____
Phil Curtis	X_____	_____
Brian Lazarus	X_____	_____

f. Adopt Resolution Calling a Public Hearing to Adopt the 2022 Comprehensive Plan Update -

Councilmember Case offered the following resolution and called for adoption. Seconded by Councilmember Chard the resolution was adopted unanimously. 5-0
 5 - Ayes Lightfoote, Case, Chard, Curtis, Lazarus.

036-2023

**TOWN OF GORHAM
 RESOLUTION #12-2023
 SET PUBLIC HEARING FOR COMPREHENSIVE PLAN UPDATE**

WHEREAS, The Town of Gorham has been considering updates and improvements to the Water District’s Treatment Plant in order to maintain the greatest possible water quality and protection from toxic substances from known and emerging contaminants, and;

WHEREAS, The Town has secured up to three-million dollars in grant money so far, and;

WHEREAS, The Town wishes to secure the most favorable finance terms for the projected four point eight-million dollar balance of funding needed to bring the proposed project to fruition, then;

THEREFORE, The Gorham Town Board instructs MRB Inc. to request a finance proposal from USDA Rural Development.

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 March 8, 2023 by the following vote:

	<u>Aye</u>	<u>Nay</u>
Frederick Lightfoote	X_____	_____
Brian S. Case	X_____	_____
Jake Chard	X_____	_____
Phil Curtis	X_____	_____
Brian Lazarus	X_____	_____

g. Adopt Resolution Allowing the New Bookkeeper Access to Bank Accounts –

Councilmember Case offered the following resolution and called for adoption. Seconded by Councilmember Curtis the resolution was adopted unanimously. 5-0
 5 - Ayes Lightfoote, Case, Chard, Curtis, Lazarus.

037-2023

**TOWN OF GORHAM
RESOLUTION #6-2023
ALLOW SUSAN CUMMINGS
TO CONDUCT BANKING TRANSACTIONS**

WHEREAS, Susan Cummings has been hired by the Town to perform Bookkeeping duties, and;

WHEREAS, Lyons National Bank is the institution that the Town currently uses, and;

WHEREAS, Lyons National Bank requires Town Board approval for employees who will be performing transactions, then;

THEREFORE, The Gorham Town Board hereby gives approval to Susan Cummings to conduct transactions at Lyons National Bank for the Town of Gorham

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 March 8, 2023 by the following vote:

	<u>Aye</u>	<u>Nay</u>
Frederick Lightfoote	X_____	_____
Brian S. Case	X_____	_____
Jake Chard	X_____	_____
Phil Curtis	X_____	_____
Brian Lazarus	X_____	_____

h. Employee Handbook - Tabled until the next meeting

i. Adopt Resolution Creating Deputy Code Enforcement Officer Position –

Councilmember Curtis offered the following resolution and called for adoption. Seconded by Councilmember Case the resolution was adopted unanimously. 5-0
5 Ayes – Lightfoote, Case, Chard, Curtis, Lazarus.

038-2023

**TOWN OF GORHAM
RESOLUTION #13-2023**

CREATE DEPUTY CODE ENFORCEMENT POSITION

WHEREAS, The Town has seen a steady increase in the workload associated with the Planning and Zoning Office’s responsibilities, and;

WHEREAS, The Town Board has long been considering the need for more staff within the Planning and Zoning Office, and;

WHEREAS, Sufficient funds have been budgeted for the hiring and appointment of a Deputy to the Code Enforcement Officer, then;

THEREFORE, The Gorham Town Board hereby requests Ontario County Human Resources to create the position of Deputy Code Enforcement Officer – Full Time to be added to the list of approved Civil Service Positions for the Town of Gorham.

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 March 8, 2023 by the following vote:

	<u>Aye</u>	<u>Nay</u>
Frederick Lightfoote	X_____	_____
Brian S. Case	X_____	_____
Jake Chard	X_____	_____
Phil Curtis	X_____	_____
Brian Lazarus	X_____	_____

8. Privilege of the Floor –

Lynn Klotz, Lake Drive resident, thanked the Board for putting the 2022 adopted budget on the website.

Ann Marie St. George, owner of St George’s Grocery in Crystal Beach, offered the grocery for a debate or a meet and great for any of the current candidates this campaign season.

Sally Napolitano, said she along with other town residents would like to hear a presentation regarding Bio Char.

9. Set the next Meeting Date – The next regular Town Board Meeting and public hearing will be held on April 12, 2023 at 7:00 pm at the Gorham Town Hall.

10. Executive Session –

On the motion by Supervisor Lightfoote, seconded by Councilmember Chard, the Board entered into executive session at 9:13 pm to discuss Medical, financial, credit or employment history of a particular person or corporation or relating to promotion demotion, discipline, appointment or removal.

On the motion by Supervisor Lightfoote, seconded by Councilmember Case, the Board returned to regular session at 9:51pm. No action was taken in executive session. Both motions carried unanimously. (5-0)

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11. Adjournment – with no further business, on the motion by Councilmember Chard, seconded by Councilmember Case, the meeting was adjourned at 9:47pm. The motion carried unanimously.

5 Ayes – Lightfoote, Case, Chard, Curtis, Lazarus.

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Respectfully Submitted,

Darby L. Perrotte
Town Clerk