

**TOWN OF OAKFIELD**  
**REGULAR TOWN BOARD MEETING**  
**JUNE 13, 2023**

**ROLL**

**CALL:** Supervisor Martin  
Deputy Supervisor Wolcott  
Councilman Carroll  
Councilperson Glor  
Councilman Kabel

**OTHERS**

**PRESENT:** Town Clerk Haacke  
Superintendent of Highways Schultz  
Assessor Flansburg  
Robert Ostrander, Resident

Supervisor Martin called the meeting to order at 6:30 pm; followed by the Pledge to the Flag.

**Minutes of the May 9, 2023 Regular Town Board Meeting: MOTION** Deputy Supervisor Wolcott, second Councilman Kabel to approve the minutes as written.

**Ayes:** Martin, Wolcott, Carroll, Glor, Kabel

**MOTION CARRIED UNANIMOUS VOTE (5-0)**

**ASSESSOR**

The state has declared the Town of Oakfield at 100% equalization.

**SUPERINTENDENT OF HIGHWAYS**

**ROADWORK UPDATE**

Helped Darien/Pembroke/Alexander with black top  
Fiber Matted Fox/Maltby/Macumber Roads  
Hulled blacktop for Elba  
Swept stones off Fox/Maltby/Macumber Roads

**BUILDINGS & GROUNDS:**

N/A

**CEMETERIES:**

Keeping up with mowing and trimming

**PARKS:**

Keeping up with mowing  
Keeping bathrooms opened during the day, closing them at 4:00 pm

**EQUIPMENT UPDATE:**

N/A

**LIBRARY:**

N/A

**MISCELLANEOUS:**

Looking to sell RC2048 Frontier Bushhog as surplus equipment.

**RESOLUTION NO. 25-2023—DECLARATION OF SURPLUS EQUIPMENT**

Councilman Carroll offered the following:

**BE IT RESOLVED** that the RC2048 Bushhog be declared surplus property.

**Second:** Councilman Kabel

**Ayes:** Martin, Wolcott, Carroll, Glor, Kabel

**APPROVED UNANIMOUS VOTE (5-0)**

**TOWN CLERK**

**Abstract 6-2023: MOTION** Councilperson Glor, second Councilman Carroll to authorize the following:

General Fund	2772-2795	\$ 10,897.12
Part Town B	318-320	\$ 1,374.44
Highway DA	959-974	\$ 11,707.20
Highway DB	416-421	\$122,808.72
Capital Water	41	\$ 2,162.25
	<b>TOTAL</b>	<b>\$148,949.73</b>

**Ayes:** Martin, Wolcott, Carroll, Glor, Kabel

**MOTION CARRIED UNANIMOUS VOTE (5-0)**

**SKYLIGHT SIGNS**

Still tabled until Supervisor Martin speaks with someone local

**RESOLUTION NO. 26-2023—LOCAL LAW PROVIDING FOR WRITTEN NOTIFICATION OF DEFECTS AND OBSTRUCTIONS**

Councilman Carroll offered the following:

**Prior Written Notice Model Local Law**

**Notice of Highway Defects**

Local Law No. 1 of the Year 2023

A local law providing for written notification of defects and obstructions on town highways, bridges, streets, sidewalks, crosswalks, and culverts in the Town of Oakfield.

Be it enacted by the Town Board of the Town of Oakfield

Section 1. No civil actions shall be maintained against the town or town superintendent of highways for damages or injuries to person or property sustained by reason of any highway, bridge, street, sidewalk, crosswalk, or culvert being defective, out of repair, unsafe, dangerous, or obstructed unless written notice of such defective, unsafe, dangerous, or obstructed condition of such highway, bridge, street, sidewalk, crosswalk, or culvert was actually given to the town clerk or town superintendent of highways, and there was a failure or neglect within a reasonable time after the giving of such notice to repair or remove the defect, danger, or obstruction complained of.

No such action shall be maintained for damages or injuries to person or property sustained solely in consequence of the existence of snow or ice upon any highway, bridge, street, sidewalk, crosswalk, or culvert, unless written notice thereof, specifying the particular place, was actually given to the town clerk or town superintendent of highways and there was failure or neglect to cause such snow or ice to be removed, or to make the place otherwise reasonably safe within a reasonable time after the receipt of such notice.

Section 2. The town superintendent of highways shall transmit in writing to the town clerk within five days after the receipt thereof all written notices received pursuant to this local law and subdivision 2 of section 65-a of the Town Law. The town clerk shall cause all written notices received pursuant to this local law and subdivision 2 of section 65-a of the Town Law, to be presented to the town board within five days of the receipt thereof or at the next succeeding town board meeting, whichever shall be sooner.

Section 3. This local law shall supersede in its application to the Town of O a k f i e l d subdivisions I and 3 of section 65-a of the Town Law.

Section 4. This local law shall take effect immediately upon its filing in the office of the Secretary of State.

Please note that Town Law Section 65-a, Subdivision 4, requires the Town Clerk to keep a separate indexed record (by location) of all such notices received. In the event of litigation, the Town will be expected to demonstrate compliance with this provision.

- Such a local law must contain a requirement that any prior written notice of dangerous or defective conditions that is submitted pursuant to its terms must be transmitted to the Town Clerk or Highway Superintendent.
- The locally adopted law must comply with the requirements for adoption of local laws generally, such as it must be filed with the Secretary of State.

The Municipal Clerk must keep a separate indexed (according to location) record of all notices received pursuant to the prior written notice statute or superseding.

**Second:** Deputy Supervisor Wolcott

**Ayes:** Martin, Wolcott, Carroll, Glor, Kabel

**APPROVED UNANIMOUS VOTE (5-0)**

**MJ Mechanical**

**MOTION** Deputy Supervisor Wolcott, second Councilman Kabel to approve the \$1100 HVAC Maintenance Agreement for the Haxton Memorial Library.

**Ayes:** Martin, Wolcott, Carroll, Glor, Kabel

**MOTION CARRIED UNANIMOUS VOTE (5-0)**

Collecting Dog Licenses.

Began working on the 2024 Budget.

Men’s Contract is up—must be negotiated by August.

**SUPERVISOR**

**MOTION** Councilperson Glor, second Deputy Supervisor Wolcott to approve the Supervisor’s report as submitted.

**Ayes:** Martin, Wolcott, Carroll, Glor, Kabel

**MOTION CARRIED UNANIMOUS VOTE (5-0)**

**TOWN ATTORNEY**

Looking into transferring the library building into the name of district library.

Assessor to have a call with attorney tomorrow to go review steps to transfer.

Received an email from Carol D’Alba stating the library has a meeting with their attorney soon, will update after that meeting.

**NEW BUSINESS**

**RESOLUTION NO. 27-2023—AUTHORIZED VEHICLES IN THE TOWN PARK**

Councilman Kabel offered the following:

**BE IT RESOLVED** that there are no unauthorized vehicles permitted in the town park. Such vehicles are, but not limited to, mini-bikes, dirt bikes, golf carts. Signs will be posted at all entrances of the park and enforced by the Genesee County Sheriff’s office.

**Second:** Martin, Wolcott, Carroll, Glor, Kabel

**APPROVED UNANIMOUS VOTE (5-0)**

**Adjournment: MOTION** Councilman Kabel, second Deputy Supervisor Wolcott to adjourn the meeting at 7:05 pm.

Respectfully submitted,

Melissa M. Haacke,  
Town Clerk