

**TOWN OF OAKFIELD**  
**REGULAR TOWN BOARD MEETING**  
**MARCH 11, 2025**

**ROLL**

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

**OTHERS**

**PRESENT:** Town Clerk Haacke  
Superintendent of Highways Schultz  
Deputy Clerk Baubie  
CEO/ZEO Mikolajczyk  
Greg Houseknecht, Town Planning Board  
Chad Klotzbach, County Legislator  
Dusty Reding, Resident

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

**MINUTES**

**Minutes of the Regular Town Board Meeting of January 14, 2025—MOTION** Deputy Supervisor Wolcott, second Councilman Carroll to approve the minutes as written.

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

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

**CEO/ZEO**

Mr. Mikolajczyk's report is available for review during regular business hours.

The Planning Board, gave a recommendation to the Town Board regarding Mitchell Todd's application; this was premature as Mr. Houseknecht has yet to send this to the County Planning Board.

**SUPERINTENDENT OF HIGHWAYS**

**ROADWORK UPDATE**

Keeping roads treated and plowed  
Hooked up chipper  
Cleaning roadsides from road damage and debris

**BUILDINGS & GROUNDS:**

Couple doors fixed on court side  
Put strips on bottom  
Major service on generator

**CEMETERIES:**

1 burial

**PARKS:**

N/A

**EQUIPMENT UPDATE:**

Changed oil in all tractors, mini loader and mini excavator  
Plow trucks are running fine  
Took Excavator (218) to CAT for 1000 hours service

**MISCELLANEOUS:**

N/A

**TOWN CLERK**

**Abstract 3-2025—MOTION** Councilperson Glor, second Councilman Kabel to authorize the following:

General Fund	3407-3434	\$26,763.29
Part Town B	384-385	\$ 2,662.77
Sewer District	3	\$ 6,048.00
Highway DA	1198-1217	\$11,119.58
Capital Water Sewer	69-72	\$24,209.62
	TOTAL	\$70,803.26

**Ayes:** Martin, Wolcott, Carroll, Glor, Kabel  
**MOTION CARRIED UNANIMOUS VOTE (5-0)**

**RESOLUTION NO. 10-2025—RESOLUTION ACKNOWLEDGING THAT THE REQUIRED AUDIT OF THE COURT RECORDS AND DOCKETS WAS CONDUCTED**

Councilman Carroll offered the following:

**WHEREAS,** Section 2019-a of a Uniform Justice Court Act requires that Town Justices annually provide their court records and dockets to their respective Town Auditing Board, and that such records be audited and that fact be entered into the minutes of the Board’s proceedings; and

**WHEREAS**, an audit was conducted of the Town Justices records and dockets by the Town of Oakfield Audit Committee, which is Deputy Supervisor Kim Wolcott and Supervisor Matthew Martin.

**NOW, THEREFORE, BE IT RESOLVED**, the Oakfield Town Board hereby acknowledges that the required audit of the Court Records and Dockets was conducted and hereby directs the Supervisor to forward a copy of the audit report along with a copy of this resolution to the Chief Internal Auditor, NYS Unified Court System, 2500 Pond View, Suite LL01, Castleton-on-Hudson, NY 12033.

**Second:** Councilperson Glor

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

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

**RESOLUTION NO. 11-2025—CLERK’S AUDIT RESOLUTION**

Councilman Kabel offered the following:

**WHEREAS** it is required by law that an annual audit be conducted on the books of the Town Clerk; and

**WHEREAS** the Town Supervisor and Deputy Supervisor make up the audit committee; and

**WHEREAS** the audit committee has fulfilled the task of auditing the books of Town Clerk Melissa M. Haacke for the year 2024.

**NOW, THEREFORE, BE IT RESOLVED**, that the audit committee has submitted a written review of the Town Clerk’s books, dated January 15, 2025, to the office of the Town Clerk, fulfilling the audit requirements for the year 2024.

**Second: Councilperson** Glor

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

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

Again, the proposed Local Law No. 1-2025 was presented for discussion and consideration.

Councilperson Glor offered the following discussion:

She feels good that the position of MEO is not included  
Deputy Supervisor should be a board member

Town Clerk Haacke again explained that this was a recommendation from the Association of Towns and that it was recommended that all appointed positions be listed in the Local Law, as to avoid having to make amendments to add appointed positions later.

The reason a town would eliminate/expand residency requirement is because they are unable to find a qualified candidate from within the town. While this has happened with the Court Clerk and Deputy Town Clerk, it is only a matter of time before it happens with other positions. It is acknowledged that it has/is happening with Code and Zoning Enforcement.

Supervisor Martin feels that more research needs to be done on this matter. The proposed law was completely stalled, with no effort made to move forward.

### **SUPERVISOR**

**MOTION** Councilman Kabel, second Deputy Supervisor Wolcott to approve the Supervisor's report as submitted.

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

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

### **NEW BUSINESS**

The Oakfield Historical Society will hold an open house on April 12, 2025, between noon-2 pm.

On May 6<sup>th</sup>, the Historical Society will host a program on Joseph Elliott at the Community & Government Center.

Earth Day—April 26<sup>th</sup> and the Town will provide gloves and garbage bags.

Cemetery Cleanup will be May 17<sup>th</sup>, 2025, at Cary Cemetery.

### **LEGISLATOR KLOTZBACH**

The legislator stated that there will be a survey sent out by the county about interest in a countywide assessment plan.

**ADJOURNMENT—MOTION** Councilman Kabel, second Deputy Supervisor Wolcott to adjourn the meeting at 7:24 pm.

Respectfully submitted,

Melissa M. Haacke,  
Town Clerk

