

February 8, 2016
Town of Albion Regular Board Meeting

Agenda:

1. Call Meeting to Order
2. Pledge of Allegiance
3. Exit Message
4. FYI: Remind residents to sign attendance sheet
5. Roll Call
6. Public Comment
7. Motion to approve the agenda
8. Motion to approve the minutes of the January 4th and 11th meetings.
9. Resolution to approve the vouchers
10. Motion to approve payment of the Health care bills in the amount of \$7,122.54
11. Municipal Deposit Resolution
12. Water Fund Audit
13. Town of Barre Water Contract
14. Resolution to approve review report of Town Clerk, Tax receiver and Court Clerk.
15. Resolution calling for public hearing to rescind Local Law #1 of 2014.
16. Games of chance/Bingo draft law
17. Executive Session

8-Feb-16

Town of Albion regular Board meeting

Please sign in:

1. *[Signature]*

2. GARY KATJANIS

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February 8, 2016

Albion Town Board regular meeting held in the Town hall, 3665 Clarendon Rd.

Meeting called to order at 7:00 pm.

Pledge of Allegiance was said and the exit message was given.

Present were Councilperson Darlene Benton, Councilperson Richard Remley and Supervisor Matthew Passarell. Absent was Councilperson Jake Olles.

Supervisor Matthew Passarell: I need a motion to approve the agenda.

Motion was made by Councilperson Richard Remley and was seconded by Councilperson Darlene Benton approving the agenda. Motion carried by the following vote:

Councilperson Darlene Benton, aye	Councilperson Richard Remley, aye
Supervisor Matthew Passarell, aye	Councilperson Jake Olles, absent

Supervisor Matthew Passarell: I need a motion to approve the minutes.

Motion was made by Councilperson Darlene Benton and was seconded by Councilperson Richard Remley approving the minutes of the January 4th and 11th meetings as published and submitted. Motion carried by the following vote:

Councilperson Darlene Benton, aye	Councilperson Richard Remley, aye
Supervisor Matthew Passarell, aye	Councilperson Jake Olles, absent

Supervisor Matthew Passarell: I need a motion to pay the health care bills.

Motion was made by Councilperson Richard Remley and was seconded by Councilperson Darlene Benton approving the payment of \$7,122.54 for the health care bills. Motion carried by the following vote:

Councilperson Daniel Poprawski, aye	Councilperson Richard Remley, aye
Supervisor Matthew Passarell, aye	Councilperson Jake Olles, absent

Supervisor Matthew Passarell: I need a resolution for the vouchers.

Resolution #46 Payment of Claims

Whereas, the following are against the Town:

General A & B #'s – 44- 86	\$ 68,556.59
Highway DA & DB #'s – 21 – 47	\$ 38,966.64
Water Districts #'s – 8 - 10	\$ 35,089.21
Sewer District #'s – 2 - 3	\$ 2,357.02
For a grand total of	\$144,969.46

Motion was made by Councilperson Richard Remley and was seconded by Councilperson Darlene Benton authorizing the payment of the above listed claims. Resolution duly adopted by the following vote:

Councilperson Darlene Benton, aye	Councilperson Richard Remley, aye
Supervisor Matthew Passarell, aye	Councilperson Jake Olles, absent

Supervisor Matthew Passarell: I need a resolution for the municipal deposit.

Resolution #47 Municipal Deposit

The resolution in its entirety is hereby filed with and made a part of these minutes.

February 8, 2016

Motion was made by Councilperson Richard Remley and was seconded by Councilperson Darlene Benton authorizing the adoption of this resolution. Resolution duly adopted by the following vote:

**Councilperson Darlene Benton, aye
Supervisor Matthew Passarell, aye**

**Councilperson Richard Remley, aye
Councilperson Jake Olles, absent**

Supervisor Matthew Passarell: I need a resolution for the audit fund resolution.

Resolution #48 Water Fund Audit

The proposal in its entirety is hereby filed with and made a part of these minutes.

Motion was made by Councilperson Richard Remley and was seconded by Councilperson Darlene Benton authorizing the Bonadio Group to audit the water fund in the amount of \$5,100.00. Resolution duly adopted by the following vote:

**Councilperson Darlene Benton, aye
Supervisor Matthew Passarell, aye**

**Councilperson Richard Remley, aye
Councilperson Jake Olles, absent**

Supervisor Matthew Passarell: I need a resolution to accept the review and report on the Town Clerk, Tax Receiver and the Court Clerk records.

Resolution #49 Town Clerk, Tax Receiver and Court Clerk records

Motion was made by Councilperson Richard Remley and was seconded by Councilperson Darlene Benton authorizing the acceptance of the report by the Bonadio Group of the review of the Town Clerk, Tax Receiver and Court Clerk 2015 records. Resolution duly adopted by the following vote:

**Councilperson Darlene Benton, aye
Supervisor Matthew Passarell, aye**

**Councilperson Richard Remley, aye
Councilperson Jake Olles, absent**

Supervisor Matthew Passarell: I need a resolution for the street light.

Resolution #50 Powerline Road Street Light

The resolution in its entirety is hereby filed with and made a part of these minutes.

Motion was made by Councilperson Darlene Benton and was seconded by Councilperson Richard Remley authorizing the adoption of this resolution. Resolution duly adopted by the following vote:

**Councilperson Darlene Benton, aye
Supervisor Matthew Passarell, aye**

**Councilperson Richard Remley, aye
Councilperson Jake Olles, absent**

Supervisor Matthew Passarell: I need a motion to accept the resignation of Todd.

Motion was made by Councilperson Richard Remley and was seconded by Councilperson Darlene Benton authorizing the acceptance of the resignation of Todd Sargent, Councilperson, effective immediately. Motion carried by the following vote:

**Councilperson Darlene Benton, aye
Supervisor Matthew Passarell, aye**

**Councilperson Richard Remley, aye
Councilperson Jake Olles, absent**

Supervisor Matthew Passarell: I need a motion to enter executive session.

Motion was made by Councilperson Richard Remley and was seconded by Supervisor Matthew Passarell to enter executive session at 7:35 pm for the discussion of pending litigation. Motion carried by the following vote:

**Councilperson Darlene Benton, aye
Supervisor Matthew Passarell, aye**

**Councilperson Richard Remley, aye
Councilperson Jake Olles, absent**

DATE: 8 February 2016
TO: Sarah Basinaitt
FROM: Darlene Benton
RE: Executive Session Minutes 2/8/16



7:35pm Richard Remley made a motion to move into Executive Session, Darlene Benton seconded.

Discussion of pending litigations.

8:24 pm Richard Remley made a motion to adjourn, Darlene Benton seconded.

Return to regular session.

Richard Remley made a motion to pay Midland Appraisal \$6500, Darlene Benton seconded.

8:26 pm

Richard Remley made a motion to adjourn, Darlene Benton seconded.

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Conservation	Conservation	1	0.56
	Misc. Fees	Cert. Copies - Birth	2	20.00
		Cert. Copies - Death	51	510.00
		Cert. Copies - Marriage	3	30.00
		Sub-Total:		
A2544	Dog Licensing	Female, Spayed	22	198.00
		Female, Unspayed	3	51.00
		Male, Neutered	18	162.00
		Male, Unneutered	6	102.00
	Sub-Total:			\$513.00
B1560	Building Permits	Building Permits	2	55.00
		Sub-Total:		
			Total Local Shares Remitted:	\$1,128.56
Amount paid to:	NYS Ag. & Markets for spay/neuter program			67.00
Amount paid to:	NYS Environmental Conservation			9.44
Total State, County & Local Revenues:		\$1,205.00	Total Non-Local Revenues:	\$76.44

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Sarah M. Basinait, Town Clerk, Town of Albion during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor

Date

Town Clerk

Date

TOWN OF ALBION HIGHWAY & WATER DEPARTMENT

Michael Neidert
Highway Superintendent
3665 Clarendon Road
Albion, New York 14411

Phone 585-589-7048 Ext.16
Fax 585-589-6859

January 2016 monthly report

- Plow/salt 31 times
- Hired 2 p/t hourly employees
- Removed downed tree Powerline Rd.
- Hole in front tire 255 (Connors)
- Complete "CHIPS" papers and sent in for reimbursement (\$69,752.38)
- Read Meters
- Repaired Meters/outside readers
- Repaired mailboxes
- Pot hole patching
- Repaired bushings and blades plow 255
- Mix salt/grit/ice ban 223 ton(Village Loader and operator assists)
- Orleans County Highway hauled grit to our building
- Attended soil and water recertification
- Replaced ceiling tiles in various locations in building
- Sent letters out regarding RPZ devices
- Ordered weather stripping for overhead doors

Talked with the following: Troy Sampson- "CHIPS"

Sue Papponetti- Water Emergency Plan and RPZ

Linda Keen- service box for truck 250

Paul Chatfield- interconnection/bridge/drainage

NYSDOT- Permits and Rt. 98/County House intersections

Highway/Water Superintendent

TOWN OF ALBION

Code Enforcement Office

3665 Clarendon Road
Albion, New York 14411

Code Enforcement Report for January 2016

Permits Issued (1) Value of construction \$200.00

Pellet Stove (1)

Construction Inspections (12)

Certificate of Occupancy issued (1)

Certificate of Compliance issued (3)

Special use permit inspections completed (3)

Fire Safety inspections completed (3)

Rental Inspections completed (2)

Complete US Census Bureau report

Complete NYS Department of State annual 1203 report for yearly activity

Inquiries from attorneys, appraisers, realtors and potential property owners (7)

Meet with potential zoning and planning board process applicants (3)

Attend Town Planning Board meeting

Attend Town Zoning Board meeting

Attend Town Board Meeting

Meet with business owner to review requirements regarding change of use of existing commercial building

Attend recertification class for NYS DEC Erosion and Sediment Control

DATE: 3 February 2016
TO: Albion Town Board
FROM: Darlene Benton, Councilperson
RE: January Activities

Please accept my sincere appreciation for investing in my activities and commitments for our town governance.

January 6,7,8, 2016 Association of Towns Training School Rochester, NY

January 22, 2016 Orleans Chamber of Commerce Legislative Annual

Luncheon Tillman's Village Inn

In addition, I would like to thank Sarah Basinait for her assistance in my first month of service. She was responsible for informing me of training and providing necessary paperwork and vouchers, coaching me on installing and accessing email account and providing me with copies of the Comprehensive Plan and Full Budget for 2016.

November 10, 2015

Mr. Matthew Passarell, Town Supervisor
Town of Albion
3665 Clarendon Road
Albion, New York 14411

Dear Mr. Passarell:

It is The Bonadio Group's ("TBG") pleasure to submit this proposal to continue to provide professional services to the Town of Albion, New York ("The Town").

TBG founded in 1978 in Rochester, NY with two partners and one part-time employee, has grown to be the largest independent provider of accounting, business advisory and financial services in Upstate New York. TBG now currently employs over 600 personnel, including a governmental client service group consisting of twelve partners, eight principals, five managers, and numerous staff accountants. The Rochester office would be handling the Town's engagement. Firm wide, there are over 250 seniors and staff accountants available to serve our municipal client base.

We serve municipalities that desire quality professional accounting advice at a reasonable cost, and who need personalized and timely services. TBG provides an environment where creative, people-oriented professionals practice accounting without some of the constraints inherent in very large firms. We believe that our size is a reflection of the outstanding service level we provide to all our clients. It is this combination that has made us successful and is responsible for our growth.

We provide highly technical and quality service commensurate with that of the largest certified public accounting firms. However, we are able to respond quickly and personally to the needs of our clients because we are structured to service our clients in this way. You will interact regularly with our most experienced personnel, i.e., partners, principals, and managers. This is in sharp contrast to the national accounting firms where involvement of their most experienced personnel is limited.

We have successfully served the Town in this capacity for years and we look forward to being able to continue to do so.

We will provide the Town an audit of the water fund financial statements, to satisfy the reporting requirements of the USDA Rural Development, in accordance with generally accepted auditing standards for financial statements set forth by the American Institute of Certified Public Accountants and the standards for financial audits set forth in *Government Auditing Standards*, as of and for the year ending December 31, 2015.

Our fee for the Water Fund audit will be \$5,100.

171 Sully's Trail, Suite 201
Pittsford, New York 14534
p (585) 381-1000
f (585) 381-3131

www.bonadio.com

The opportunity to continue to serve as your independent advisors and auditors is important to TBG. We have demonstrated that TBG is a cost effective, high quality audit firm.

We want to work for you.

If you have any questions regarding the information contained in the proposal or on any other matter, please contact us at (585) 381-1000.

We are available, at your convenience, to meet with you or any representatives of the Town to discuss any questions you or they may have and to demonstrate our interest in serving you.

Very truly yours,

THE BONADIO GROUP

A handwritten signature in black ink, appearing to read "R. Shepard", with a long horizontal flourish extending to the right.

By:
Randall R. Shepard, CPA
Partner

cc: Sarah M. Basinait, Town Clerk

At a meeting of the Town Board of the Town of Albion,
Orleans County, New York held in the Town Office in the said Town on the 8th
day of February, 2016.

PRESENT:

Supervisor Matthew Passarell
Councilperson Darlene Benton
Councilperson Richard Remley

The following resolution was regularly made, seconded and carried:

RESOLVED: Niagara Mohawk Power Corporation is hereby authorized and directed to do the following work in the Town of Albion, CSS reference #67538-78103.

Install: One-100 watt high-pressure lamp & luminaire on existing pole #159 across PowerLine Road from the Town of Albion pump station on the southeast corner of Route 31A.

Estimated Annual Cost: \$125

Initial Upfront Cost: \$-0-

BY ORDER OF THE Albion Town Board

Matthew Passarell

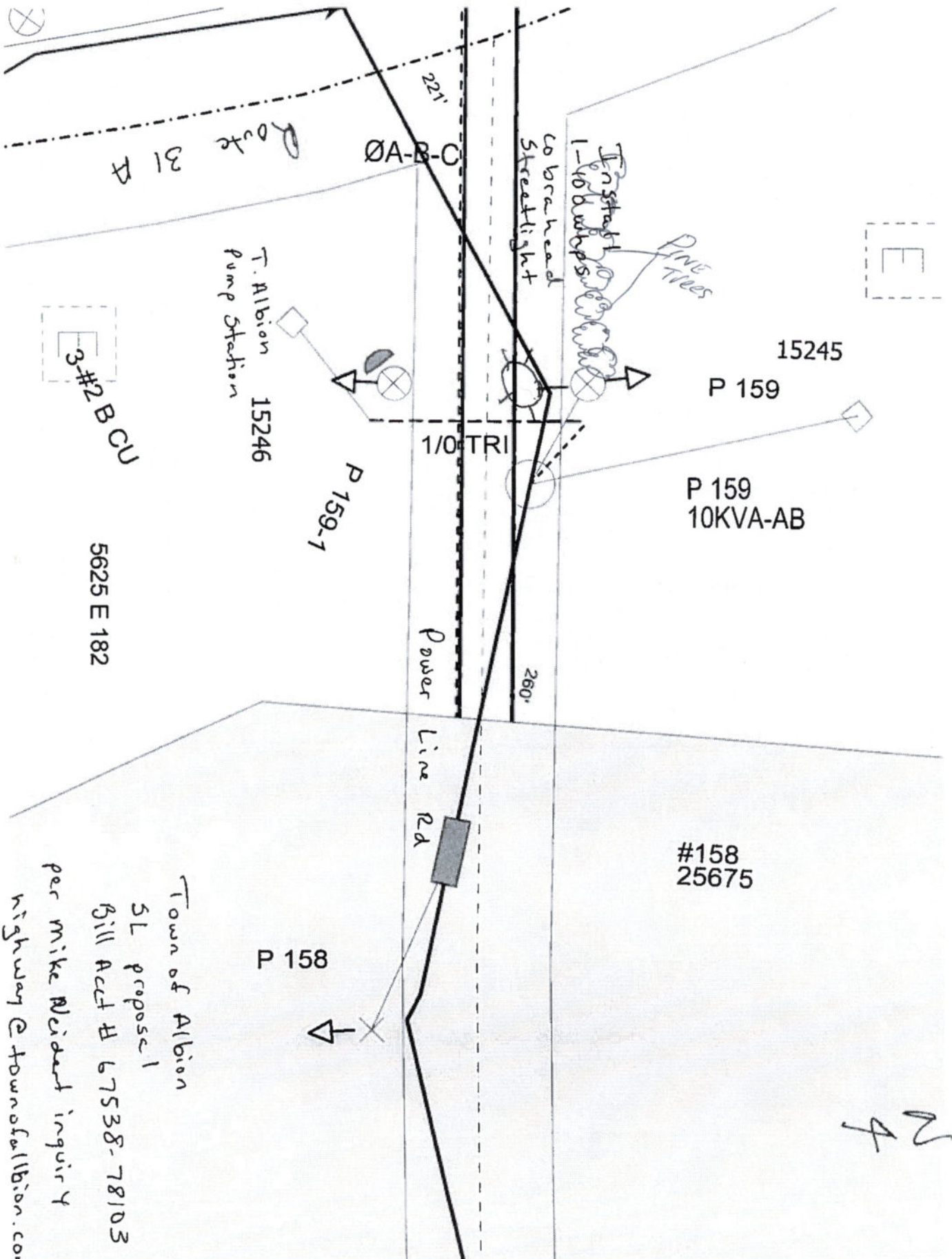
STATE OF NEW YORK)
County of) SS:

I Sarah M Basinait Clerk of the Town of
Albion, do hereby certify that the foregoing is a full and true transcript of a resolution duly
adopted at a regular meeting of the Town Board of the Town of
Albion, Orleans County, New York as held at the Town Office on the
8th day of Feb., 2016, as it appears on the minutes of said meeting was regularly called and
duly constituted, and that a quorum was present.

Witness my hand and the seal of said Town this 9th day of
February, 2016.

Sarah Basinait





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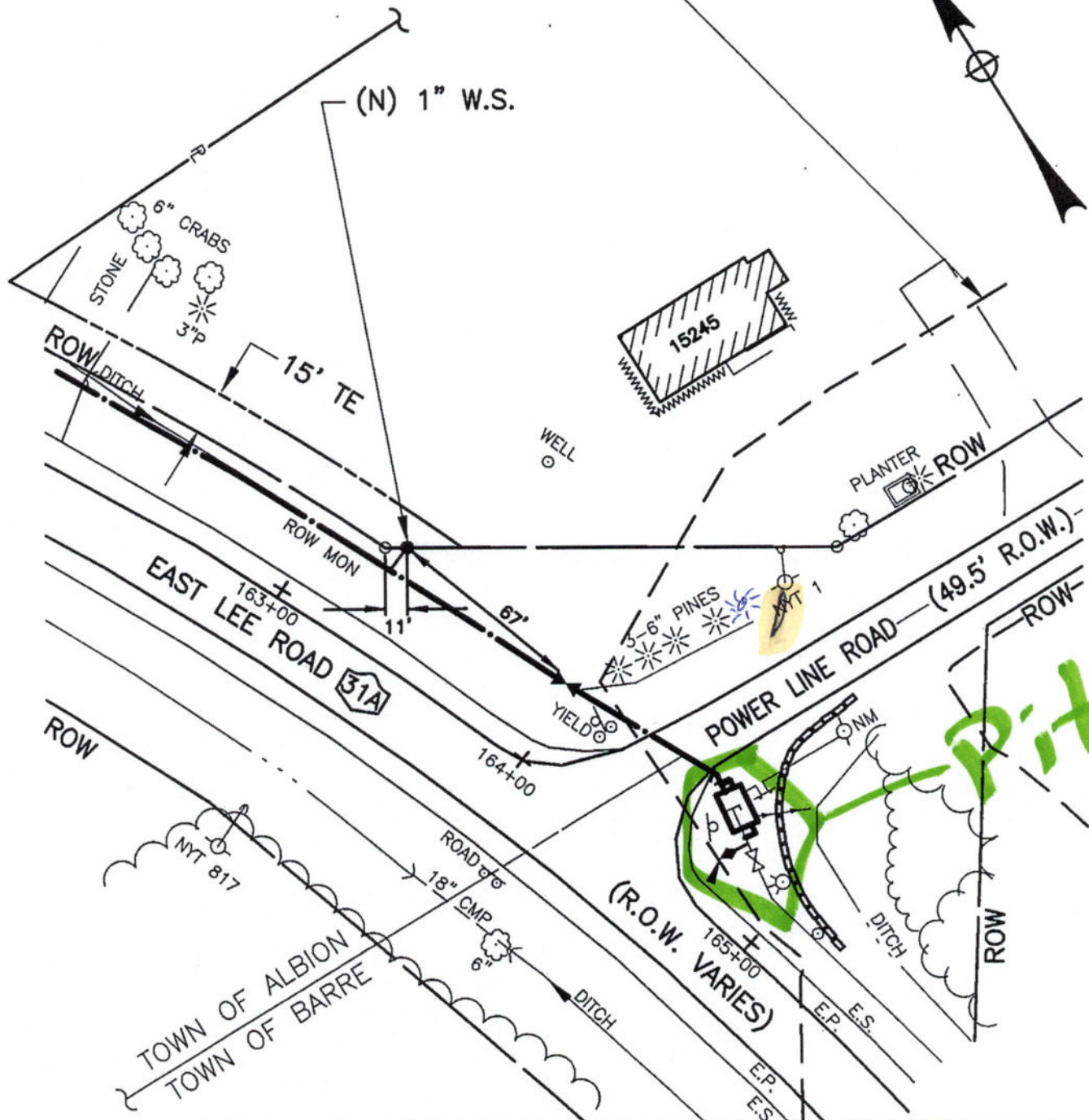
Town of Albion
SL proposal
Bill Act # 67538-78103
per Mike Reidant inquiry
highway@townofalbion.com

= Proposed site for light

APPROX 100' WETLANDS BUFFER ZONE

NORTH

(N) 1" W.S.



SCALE:
1"=50'

DRAFTED BY:
JBL

CHECKED BY:
XXX

DATE:
2/14/01

PROJECT NO.:
94-167



CHATFIELD ENGINEERS

1800 English Road
Rochester, New York 14618
(716) 227-6040 • Fax 227-4233

PROJECT:

TOWN OF ALBION
WATER DISTRICT NO. 4
WATER MAIN INSTALLATION

TITLE:

WATER SERVICE LOCATION
#15245 RTE 31A