

**TOWN OF GAINES**  
**REGULAR MEETING –SEPTEMBER 11, 2023**

The Regular Meeting of the Town Board of the Town of Gaines, County of Orleans, State of New York was called to order by Supervisor Tyler James Allport at 7:00 PM on the 14<sup>th</sup> of August, 2023.

The following town officials were present:

Tyler Allport	Supervisor
James Kirby	Deputy Supervisor
Ron Mannella	Councilperson
Mary Neilans	Councilperson
Ken Rush	Councilperson
Janet Cheverie	Town Clerk
Mark Radzinski	Highway Superintendent
Douglas Heath	Attorney for the Town

The following individuals were present during the meeting: Aaron MacKenzie, COVA/Mercy EMS; Lorienda Smith; Rick Ebbs

The Supervisor opened the meeting with the Pledge to the Flag followed by a Moment of Silence in remembrance of those that lost their lives in the September 11<sup>th</sup>, 2001 terror attacks

**RESOLUTION NO.71-0923**

**APPROVAL OF MINUTES OF AUGUST 14<sup>TH</sup>, 2023 REGULAR MEETING MINUTES**

Moved by Councilperson Rush and seconded by Councilperson Kirby to approve the minutes of the August 14<sup>th</sup>, 2023 Regular Meeting.

Ayes 5; Nays 0

**RESOLUTION NO.72-0923**

**PRESENTATION AND ACCEPTANCE OF TOWN CLERK'S REPORT**

The Town Clerk presented the August report, with the payment to the Town Supervisor to be made in the amount of \$899.80; NYS Ag & Markets for dog licenses in the amount of \$24.00 and the State Health Department for marriage licenses in the amount of \$22.50.

Moved by Councilperson Neilans and seconded by Councilperson Kirby to accept the monthly report of the Town Clerk.

Ayes 5; Nays 0

**RESOLUTION NO.73-0923**

**PRESENTATION AND ACCEPTANCE OF THE SUPERVISOR'S REPORT**

The Supervisor handed out paper copies of the Supervisor's Report listing balances in each fund, including General, Highway and all Water Districts through August 2023. The Water Districts all look to be in good shape. The Supervisor reported that we received an email from Roberts Accounting advising us that as of September 30, 2023, they will no longer be able to provide bookkeeping services to the Town of Gaines. He spoke with them and was told that our bookkeeper was leaving the firm and they also lost another employee so due to staffing issues, they cannot provide the services to the Town. Supervisor Allport has reached out to Cassidy Albone in Albion, and she will put together a proposal. He is looking to get a couple more options so that we have choices. We may need a special meeting to hire a new bookkeeper or firm. Supervisor Allport also indicated that the board needs to get going on the budget for next year. The Court Clerk and Highway Superintendent will use the forms from last year and the Supervisor will get the form to the Town Clerk to use. The preliminary budget is due in October and the Public Hearing will be held in November.

Moved by Councilperson Kirby and seconded by Councilperson Mannella to accept the monthly report of the Town Supervisor.

Discussion: Councilperson Rush asked if we could tell Roberts Accounting that they need to keep the Town and assist us at least to get the budget done? Supervisor Allport indicated that the contract allows for either party to opt out of the contract with notice so there most likely isn't anything we can do to stop them. Supervisor Allport will beg and plead with them but is looking at other options as it is not promising that they will keep us.

Ayes 5; Nays 0

**RESOLUTION NO.74-0923**

**HIGHWAY SUPERINTENDENT'S REPORT**

The Highway Superintendent reported the total fuel usage for August was 237 gallons of gasoline and 282 gallons of diesel. One of the highway workers is in school this week for water training. The Highway Superintendent met with managers from Beam/Mack about lowering the repair bill and they are supposed to get back with him soon. He will be seeing one of them on Wednesday of this week and will ask him for an update. Peterbilt will begin building the cab and chassis for the new truck on December 18, 2023. The ARPA funds have been barely touched, however there is not enough to pay the full cost of the truck. Also, some of the ARPA funds will be used for the water billing software upgrade. Therefore, the balance of the truck cost will need to have a bond. The Highway Superintendent also gave an update on the proposed water billing system upgrade. The proposal was for \$12580.00, however that included a scanner at a cost of \$480.00 which can be purchased elsewhere for a more reasonable cost. Therefore, the proposal would only be \$12100.00. The annual cost would be \$5600.00 per year. This

would make the billing more efficient and would also allow communication directly in real time from the highway/water workers in the field to the billing clerk in the office.

Moved by Councilperson Mannella and seconded by Councilperson Kirby to accept the report of the Highway Superintendent.

Ayes 5; Nays 0

**RESOLUTION NO.75-0923  
APPROVAL OF ABSTRACTS**

Moved by Councilperson Kirby and seconded by Councilperson Mannella to approve the abstracts, as follows:

General	\$13417.29
Highway	\$58058.29
Water	\$ 4757.95

Ayes 4; Nays 0; Abstain 1, Councilperson Neilans did not review.

**RESOLUTION NO.76-0923  
SELECT AND APPROVE PAYMENT FOR WATER BILLING UPDATE**

Moved by Councilperson Mannella and seconded by Councilperson Rush to select option Edmunds GovTech, without the scanner, in the amount of \$12100.00 to update Water Billing Software with the payment to come out of ARPA funds.

Ayes 5; Nays 0

**ITEMS OF DISCUSSION**

With regards to the Joint Fire District, the process is moving along smoothly. Sometime in early 2024, there will be a couple public hearings in the Albion School LGI or Middle school auditorium. Attorney Doug Heath reported that he requested a model budget which shows planning on how it will be put forth to the public. The Fire Department wanted to bid on a new truck before the district was formed and they were told not. It is proposed that the name will be the Albion Joint Fire District and the Village and Town of Albion are in favor of it. Attorney Heath asked how the Town board felt about that name. Councilperson Rush likes the sound of Albion-Gaines Joint Fire District. Councilperson Kirby thought it may be best to keep Gaines out of the name. Attorney Heath indicated that there may be a spacing

issue on the apparatus if the Gaines were to be included. Supervisor Allport indicated that the naming convention can be a sticking point. Attorney Heath will bring it up for discussion.

#### **OTHER NEW BUSINESS FROM THE TOWN BOARD**

##### **RESOLUTION NO.77-0923**

##### **VACANCY ON THE PLANNING BOARD**

There is a vacancy on the Town of Gaines Planning Board due to the resignation of Brenda Radzinski, whose term expires December 31, 2023.

Moved by Councilperson Neilans and seconded by Councilperson Kirby to have the Town Clerk advertise for applicants to fill the unexpired term on the Town of Gaines Planning Board.

Ayes 5; Nays 0

#### **PRIVILEGE OF THE FLOOR**

Lorienda Smith inquired as to what is the status of the ambulance, is it breaking even, losing or making money? Supervisor Allport responded that Monroe Ambulance is supposed to get the Town numbers that would answer that this week. Based on the number they provided for calls to the Town of Gaines, 95-97% of those calls are being met on time. Mrs. Smith also wanted to state that she agrees with Councilperson Rush that the Town should push harder for Roberts Accounting to continue providing services for the rest of the year.

#### **ADJOURNMENT**

Moved by Councilperson Kirby and seconded by Councilperson Rush to adjourn the meeting at 7:26 PM.

Ayes 5; Nays 0

Respectfully submitted,

Janet K Cheverie

Gaines Town Clerk