

Town of Gaines  
Town Board Meeting Minutes  
May 12, 2025

The Regular Meeting of the Town of Gaines, County of Orleans, State of New York was called to order by Supervisor Tyler James Allport at 7:00 P.M. on the 12<sup>th</sup> day of May, 2025.

The following town officials were present:

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

The following town officials were absent:

Charles Prentice	Town Justice
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The following individuals were present during the meeting: Tim McMurray, Village Trustee; Nathaniel Stanes, APD; Daniel Baase, APD; Lorienda Smith

The Supervisor opened the meeting with the Pledge to the Flag.

**RESOLUTION NO. 46-0525**

**APPROVAL OF MINUTES OF APRIL 14<sup>th</sup>, 2025 REGULAR MEETING**

Moved by Councilperson Ebbs and seconded by Councilperson Kirby to approve the April 14<sup>th</sup>, 2025 Regular Meeting Minutes.

Discussion: None

Ayes 4; Nays 0; Abstained 1 Councilperson Rush, was not in attendance for that meeting

**RESOLUTION NO. 47-0525**

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

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

Discussion: None

Ayes 5; Nays 0

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**RESOLUTION NO. 48-0525**

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

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

Discussion: Supervisor Allport signed the contract for Triple M Accounting to perform the three (3) year audits.

Ayes 5; Nays 0

**RESOLUTION NO. 49-0525**

**HIGHWAY SUPERINTENDENT'S REPORT**

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

Discussion: 196 gallons gasoline and no diesel used this month. Highway Superintendent Radzinski reported that he received the keys to the Town office from previous Town Clerk Heard and gave them to Clerk Cheverie. The truck that was replaced was sold at auction and will be picked up later this week. Highway Superintendent Radzinski will be attending Highway School in Ithaca from 6/1-6/4/25.

Ayes 5; Nays 0

**RESOLUTION NO. 50-0525**

**APPROVAL OF ABSTRACTS**

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

General	\$ 15790.73
Highway	\$ 3153.24
Water	\$ 9696.50

Discussion: None

Ayes 5; Nays 0

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**RESOLUTION NO. 51-0525**

**RENEWAL OF PITNEY BOWES CONTRACT**

Moved by Councilperson Mannella and seconded by Councilperson Kirby to authorize the Town Supervisor to enter a renewed contract with Pitney Bowes for leasing a postage meter.

Discussion: None

Ayes 5; Nays 0

**RESOLUTION NO. 52-0525**

**AUTHORIZE SUPERVISOR TO ALLOW C&H PC, INC. .GOV MIGRATION**

Moved by Councilperson Mannella and seconded by Councilperson Ebbs to authorize the Town Supervisor to allow C&H PC, Inc. to Migrate Town Website, E-Mail, Etc. to “.Gov,” as required by Federal Law.

Discussion: C&H PC, Inc. provided a quote in the amount of \$600.00 Domain Migration (GOV) to include Assistance with .gov Domain Registration, Website Backup and Migration, Microsoft 365 (M365) Domain Transition, Assistance with M365 Related Problems and Post-Migration Cleanup.

Ayes 5; Nays 0

**SUPERVISOR’S COMMENTS:** None

**OTHER NEW BUSINESS FROM THE TOWN BOARD:** None

**PRIVILEGE OF THE FLOOR:** None

**ADJOURN MEETING TO ENTER EXECUTIVE SESSION TO DISCUSS MATTERS RELATING TO A PERSONNEL ISSUE**

Moved by Councilperson Kirby and seconded by Councilperson Ebbs to enter into an executive session at 7:11 PM to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person.

Discussion: None

Ayes 5; Nays 0

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**EXIT EXECUTIVE SESSION TO REJOIN REGULAR MEETING**

Moved by Councilperson Ebbs and seconded by Councilperson Kirby to exit Executive Session at 8:02 PM.

Discussion: None

Ayes 5; Nays 0

**ADJOURNMENT**

Moved by Councilperson Ebbs and seconded by Councilperson Rush to adjourn the meeting at 8:02 PM.

Discussion: None

Ayes 5; Nays 0

Respectfully Submitted,

Janet K Cheverie  
Gaines Town Clerk