

The regularly scheduled meeting for the Town of East Bloomfield was held at the East Bloomfield Town Hall on Monday evening, December 11, 2023 at 6:30 PM with Supervisor Frederick Wille presiding.

Wille opened the regular Town Board meeting at 6:30 PM.

Present:	Supervisor	Frederick A. Wille
	Council Member	Michelle T. MacMillan
	Council Member	Frank W. Fessner
	Council Member	Kathleen M. Conradt
	Council Member	William J. Mitchell Jr.

Attending the meeting were Margaret Gochenaur (Town Clerk), Robert Torno (Highway Superintendent), Kim Rayburn (Code Enforcement Officer), and Stephen Lester.

Pledge of Allegiance led by Council Member Mitchell.

Wille welcomed everyone to the meeting and thanked them for coming.

APPROVAL OF MINUTES: Motion was made by MacMillan, seconded by Fessner, to approve the November 27, 2023 minutes. No Discussion was held. Motion Approved: Ayes 5 (Fessner, Conradt, Mitchell, MacMillan, and Wille) Nays 0

TOWN CLERK’S REPORT: Motion was made by Fessner, seconded by Conradt, to approve the Town Clerk’s report. No Discussion was held. Motion Approved: Ayes 5 (Fessner, Conradt, Mitchell, MacMillan, and Wille) Nays 0

CODE ENFORCEMENT OFFICER’S REPORT: Motion was made by MacMillan, seconded by Fessner, to approve the Code Enforcement Officer’s report. Discussion was held. Motion Approved: Ayes 5 (Fessner, Conradt, Mitchell, MacMillan, and Wille) Nays 0

SUPERVISOR’S REPORT: Motion was made by MacMillan, seconded by Conradt, to approve the November Financial Reports as submitted. Discussion was held. Motion Approved: Ayes 5 (Fessner, Conradt, Mitchell, MacMillan, and Wille) Nays 0

Motion was made by Mitchell, seconded by Fessner, to adopt Resolution 2023-035 To Renew the Lease Agreement Allowing West Bloomfield Town Court to Share the East Bloomfield Town Court Facility and waive the reading of the Resolution. Discussion was held. Motion Adopted: Ayes 5 (Fessner, Conradt, Mitchell, MacMillan, and Wille) Nays 0

RESOLUTION 2023-035

TO RENEW THE LEASE AGREEMENT ALLOWING WEST BLOOMFIELD TOWN COURT TO SHARE THE EAST BLOOMFIELD TOWN COURT FACILITY

WHEREAS, both West Bloomfield and East Bloomfield Town Boards have approved the idea to utilize the East Bloomfield Town Court; and

WHEREAS, the County of Ontario fully approves and supports this municipal sharing of court facilities and...

WHEREAS, the current Lease Agreement expires on December 31, 2023; and

WHEREAS, both Towns wish to renew the Lease Agreement for the term to begin on January 1, 2023, and expire on December 31, 2023; and

WHEREAS, the Town of East Bloomfield has prepared a renewal Lease Agreement between East Bloomfield and West Bloomfield with the monthly lease amount set at \$550.00 and the Lease Agreement to be in effect until December 31, 2024; and therefore, be it

RESOLVED, that the town of East Bloomfield authorize their supervisor to work with the Town of West Bloomfield Supervisor to effectuate said agreement; and be it further

RESOLVED, that a copy of this Resolution be sent to the Supervisor of the Town of West Bloomfield.

Motion was made by Fessner, seconded by Conradt, to adopt Resolution 2023-036 Resolution Authorizing Supervisor to Pay Bills and Make Necessary Bookkeeping Entries for the Month of December and waive the reading of the Resolution. Discussion was held. Motion Adopted: Ayes 5 (Fessner, Conradt, Mitchell, MacMillan, and Wille) Nays 0

RESOLUTION 2023-036

**RESOLUTION AUTHORIZING SUPERVISOR TO PAY BILLS
AND MAKE NECESSARY BOOKKEEPING ENTRIES
FOR THE MONTH OF DECEMBER**

WHEREAS, the Town Board of the Town of East Bloomfield made a motion and unanimously approved having only one meeting in the month of December on December 11, 2023; and

WHEREAS, certain bills may need to be paid prior to the end of the month of December to insure they are paid in a timely manner; and

WHEREAS, certain bookkeeping transactions may be required to prepare for the month end and closing of the journals; and

WHEREAS, a Town Board meeting to formally approve these transactions will not occur until January 08, 2024; and therefore, be it

RESOLVED, that this Board authorizes the Town Supervisor to pay such bills and make such bookkeeping transactions as necessary prior to the end of the month of December; and, be it

RESOLVED, that the Supervisor will communicate those changes to the Town Board members when they are transacted, in anticipation of formal approval at the Town Board meeting on January 08, 2024.

Motion was made by Conratt, seconded by MacMillan, to adopt Resolution 2023-037 To Authorize Canandaigua National Bank as an Agent for the Town of East Bloomfield to Accept 2024 Town and County Property Tax Payments and waive the reading of the Resolution. Discussion was held. Motion Adopted: Ayes 5 (Fessner, Conratt, Mitchell, MacMillan, and Wille) Nays 0

RESOLUTION 2023-037

**TO AUTHORIZE CANANDAIGUA NATIONAL BANK AS AN AGENT FOR
THE TOWN OF EAST BLOOMFIELD TO ACCEPT 2024 TOWN
AND COUNTY PROPERTY TAX PAYMENTS**

WHEREAS, the Town Board of the Town of East Bloomfield wishes to give its residents the option of making their 2024 property tax payments at the Canandaigua National Bank: and

WHEREAS, Canandaigua National Bank is willing to provide this service; now, therefore, be it

RESOLVED, that the Town Board of the Town of East Bloomfield approves Canandaigua National Bank to act as its Agent and collect Town and County tax payments for the year 2024; and be it also

RESOLVED, that the Canandaigua National Bank will receive tax payments from January 2nd through January 31st; and, be it also

RESOLVED, that the Canandaigua National Bank will accept full payments only (no installment payments); and be it also

RESOLVED, that the Canandaigua National Bank will deposit these payments to the Town of East Bloomfield Tax Account no later than the business day following receipt; and be it also

RESOLVED, that the Canandaigua National Bank will provide the Town of East Bloomfield Tax Collector with an itemized listing of taxes received; and be it also

RESOLVED, that the Canandaigua National Bank will provide this service at no charge to the Town of East Bloomfield; and be it also

RESOLVED, that the Town of East Bloomfield Tax Collector will be responsible for any check that is returned for any reason; and be it also

RESOLVED, that the Clerk of this Board send a certified copy of this resolution to Canandaigua National Bank and retain a copy in the official Town records.

Motion was made by MacMillan, seconded by Conratt, to adopt Resolution 2023-038 To Adopt Intermunicipal Agreement with County of Ontario for Town Court Security and waive the reading of

the Resolution. Discussion was held. Motion Adopted: Ayes 5 (Fessner, Conradt, Mitchell, MacMillan, and Wille) Nays 0

RESOLUTION 2023-038

**TO ADOPT INTERMUNICIPAL
AGREEMENT WITH COUNTY OF ONTARIO
FOR TOWN COURT SECURITY**

WHEREAS, the Town of East Bloomfield contracts with the County of Ontario for Town Court Security; and

WHEREAS, the current Agreement expires on December 31, 2023; and

WHEREAS, the County of Ontario has provided the Town with a renewal Agreement covering the period from January 1, 2024, through December 31, 2024; and

WHEREAS, the cost associated with the court security for 2024 is not to exceed \$ 10,000.00 for the year; and

WHEREAS, the Town Board of the Town of East Bloomfield has reviewed said renewal Agreement; now, therefore, be it

RESOLVED, that this East Bloomfield Town Board approves the renewal Agreement for the period January 1, 2024, through December 31, 2024; and, be it

RESOLVED, that this Town Board hereby authorizes the Town Supervisor to execute the renewal Agreement for Town Court security with Ontario County; and, be it also

RESOLVED, that a copy of this resolution and the signed Intermunicipal Agreements be electronically filed in the Town's Intermunicipal Contract records.

Motion was made by Fessner, seconded by Conradt, to adopt Resolution 2023-039 To Accept the Highway Superintendent's 2024 Agreement for the Expenditure of Highway Monies Under the NYS Highway Law Section 284 and waive the reading of the Resolution. Discussion was held. Motion Adopted: Ayes 5 (Fessner, Conradt, Mitchell, MacMillan, and Wille) Nays 0

RESOLUTION 2023-039

**TO ACCEPT THE HIGHWAY SUPERINTENDENT'S 2024 AGREEMENT
FOR THE EXPENDITURE OF HIGHWAY MONIES UNDER THE
NYS HIGHWAY LAW SECTION 284**

WHEREAS, NYS Highway Law mandates that the Town Highway Superintendent enter into an agreement at the beginning of each year with the Town Board detailing the road repairs and renovations the Superintendent intends to accomplish during that year; and

WHEREAS, this Town Board has received the 2024 "284 Agreement" from the Town Highway Superintendent and agrees with the repairs and renovations indicated within the 284 Agreement: and

WHEREAS, the Town Board recognizes that the cost of the work defined in the 284 Agreement are within the 2024 Highway Budget, as passed on November 13, 2023: now, therefore, be it

RESOLVED, that this Town Board hereby accepts and agrees to the 284 Agreement as presented by the Town of East Bloomfield Highway Superintendent; and be it also

RESOLVED, that a copy of this Resolution be sent to the Town of East Bloomfield Highway Superintendent.

Motion was made by MacMillan, seconded by Conradt, to adopt Resolution 2023-040 To Adopt for 2024 Dog Control Services with Ontario County and waive the reading of the Resolution. Discussion was held. Motion Adopted: Ayes 5 (Fessner, Conradt, Mitchell, MacMillan, and Wille) Nays 0

RESOLUTION 2023-040

**TO ADOPT AGREEMENT FOR 2024 DOG CONTROL
SERVICES WITH ONTARIO COUNTY**

WHEREAS, The Town of East Bloomfield has annually contracted with Ontario County for Dog Control Services, and

WHEREAS, it is necessary to adopt a new dog control contract for the year 2024; and

WHEREAS, the agreement provides for a cost of \$9,371.00 for the year; and

WHEREAS, these funds are included in the 2024 Town of East Bloomfield Budget, now therefore, be it

RESOLVED, that this Town Board hereby authorizes the Town Supervisor to execute the Agreement with Ontario County Dog Control Services: and be it also

RESOLVED, that a copy of this resolution, along with the agreement, be filed in the Town Hall Intermunicipal Contract records.

Motion was made by Conradt, seconded by MacMillan, to adopt Resolution 2023-041 Resolution Granting the State of New York Authority to Perform the Adjustment for the Owner and Agreeing to Maintain Facilities Adjusted Via State-Let Contract and waive the reading of the Resolution. Discussion was held. Motion Adopted: Ayes 5 (Fessner, Conradt, Mitchell, MacMillan, and Wille) Nays 0

RESOLUTION 2023-041

Resolution Granting the State of New York Authority to Perform the Adjustment for the Owner and Agreeing to Maintain Facilities Adjusted Via State-Let Contract

WHEREAS, the New York State Department of Transportation proposes the construction, reconstruction, or improvement of **Route 5 and Route 20, Village of Bloomfield, Ontario County, P.I.N. 4005.80**, and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project the **relocate approximately one (1) water main, one (1) water service, one (1) water valve, one (1) hydrant**, pursuant to Section 10, Subdivision 24, of the State Highway Law, as shown on the contract plans and Utility Special Note relating to the project and meeting the requirements of the owner, and

WHEREAS, the service life of the relocated and/or replaced utilities has not been extended, and

WHEREAS, the State will provide for the reconstruction of the above-mentioned work, as shown on the contract plans and Utility Special Notes, relating to the above-mentioned project.

NOW, THEREFORE,

BE IT RESOLVED: That the **Village of Bloomfield Department of Public Works** approves of the adjustment to water line valve boxes and the above-mentioned work performed on the project and shown on the contract plans relating to the project and that the **Village of Bloomfield Department of Public Works** will maintain or cause to be maintained the adjusted facilities performed as above stated and as shown on the contract plans.

BE IT FURTHER RESOLVED that the **Executive Director** has the authority to sign, with the concurrence of the **Village of Bloomfield Department of Public Works Board of Directors**, all documentation that may become necessary as a result of this project as it relates to the **Village of Bloomfield Department of Public Works**, and

BE IT FURTHER RESOLVED: That the **Village of Bloomfield Department of Public Works** is hereby directed to transmit five (5) certified copies of the foregoing resolution to the New York State Department of Transportation.

COMMITTEE REPORTS:

Audit: Nothing to report.

Buildings and Grounds: Wille reported the MRB Highway Garage Memorandum is included in the board packets. Wille and the Building & Grounds committee are recommending construction of a new highway department facility. Discussion was held. Fessner reported he has been in contact with the town attorney regarding the mowing contract. The attorney is suggesting the

town does not send out any bid packets but instead solicit quotes from interested parties. Discussion was held. Motion was made by Fessner, seconded by Conradt, that we change the way we are doing the grounds maintenance contract instead of sending it out to bid the town gets quotes because it falls under the guidelines of our procurement policy. Discussion was held. Motion Approved: Ayes 5 (Fessner, Conradt, Mitchell, MacMillan, and Wille) Nays 0 Fessner reported the storage unit lease contract is not yet ready. Discussion was held.

HIGHWAY: Nothing to report.

IT/TECHNOLOGY: Wille reported the on-site IT assessment was done. Wille is waiting for the report. Discussion was held. Conradt reported she visited the new Village Office and met the person who is installing the security cameras, etc. from Alternative Technologies. Conradt reported the Village could not say enough good about them. Conradt is recommending we look into what they offer as our needs seem to be growing. Discussion was held.

INSURANCE: Mitchell offered to help anyone on insurance issues if needed once he leaves office. Discussion was held.

PARKS and RECREATION: Rayburn reported Dan Bryson, the towns attorney is looking into the lot line adjustment at Veterans Park. Discussion was held.

WATER/SEWER VILLAGE OF BLOOMFIELD: Mitchell reported all five petitions have been signed and are in the attorneys' hands regarding Water District #4. Discussion was held.

PERSONNEL: Rayburn reported she sent out to the town board what seats are available on both the Planning & Zoning Board. Discussion was held.

COMMUNICATIONS: Wille read a letter of recognition to Mitchell for his years of service as a town council member.

ROUND TABLE – OTHER BUSINESS: None.

BUDGET TRANSFERS/AMENDMENTS: Motion was made by Conradt, seconded by Fessner, to approve the Budget Transfers and Amendments as submitted. Discussion was held. Motion Approved: Ayes 5 (Fessner, Conradt, Mitchell, MacMillan, and Wille,) Nays 0

PAYMENT OF BILLS: Motion was made by MacMillan, seconded by Fessner, to approve paying of the bills as submitted. Discussion was held. Motion Approved: Ayes 5 (Fessner, Conradt, Mitchell, MacMillan, and Wille) Nays 0

General Fund A	- Abs. #323- Vouchers - 509-515,517,518,520-529,531-533,		
	7259,7262	\$	46,463.98
General Fund B	- Abs. #323 - Vouchers - 513,519,529,533	\$	10,244.25
Highway DA	- Abs. #323 - Vouchers - 529,7259	\$	28,580.08
Highway DB	- Abs. #323 - Vouchers - 529,7252-7258,7260,7261	\$	31,025.70
Water Dist. #1	- Abs. #323 - Vouchers - 516,530	\$	22,848.95
Water Dist. #2	- Abs. #323 - Vouchers - 516,531	\$	78,889.88
Water Dist. #2 Ext.#6	- Abs. #323 - Vouchers - 516,531	\$	18,477.10

EXECUTIVE SESSION: Motion was made by Mitchell, seconded by Conradt, to move into an Executive Session at 7:28 PM to discuss the employment history of a particular person or corporation or matters leading to the appointment, employment, promotion, salary, demotion, discipline, suspension, dismissal of a particular person or corporation. Motion Approved: Ayes: 5 (Fessner, Conradt, Mitchell, MacMillan, and Wille) Nays: 0

RETURN TO REGULAR SESSION: Motion was made by MacMillan, seconded by Conradt, to end Executive Session and return to regular session at 7:48 PM. Motion Approved: Ayes: 5 (Fessner, Conradt, Mitchell, MacMillan, and Wille) Nays: 0

ADJOURNMENT: Motion was made by Fessner, seconded by Conradt, to adjourn the meeting at 7:49PM. Motion Approved: Ayes 5 (Fessner, Conradt, Mitchell, MacMillan, and Wille) Nays 0

Respectfully Submitted,

Margaret M. Gochenaur
Town Clerk