

**Town of Genesee  
Little Genesee, NY 14754  
Regular Board Meeting  
December 20, 2016**

**ATTENDANCE:** Supervisor Donald Jordan, Deputy Supervisor Joshua Bluhm; Councilpersons Howard Cornwall, Alyn Holcomb and Michael Cannon; Highway Superintendent Ben Reynolds; Head Assessor Carol Palidar; Town Clerk Bonita Brunner

Town Residents: Kayla Bluhm, Peggy Cowell, Scott Fuller and Josh Fuller

This meeting was brought to order by Supervisor Jordan at 7:00 pm.

**REPORTS:**

The Supervisor's Report for November to December 2016 presented by Accountants Berry & Berry was reviewed.

**Town Clerks Reports:**

- Clerk's Report for November was submitted. Total monies collected were \$354.00. Of this, \$320.00 was paid to the Town Supervisor for the General Fund, \$15.00 was forwarded to NYS Animal Control for dog licenses, and \$19.00 was paid to Allegany County DPW for landfill tickets sold.
- Petty Cash Report for November was submitted. There is currently \$53.00 in Petty Cash as the Clerk purchased postage stamps.
- Minutes from the November meeting had previously been e-mailed to the Board Members for approval. No changes necessary.

**Town Justice Report:**

- Review of Court Fines collected during November totaled \$1,715.00. Of this, \$230.00 is retained by the Town and \$1,485.00 will be forwarded to the NYS Comptroller.

**Code Enforcement Report:**

- Code Enforcement Officer James Cline provided a report to the Board covering November 15 through December 19, 2016. He advised that he made 12 inspections during this period.
- The Clerk advised there have been two building permits issued between November 16 and December 20, 2016.

Motion made by CP Cannon and 2<sup>nd</sup> by CP Cornwall to accept all reports as submitted. Ayes all, motion carried.

**COMMITTEE ASSIGNMENTS & REPORTS**

**Buildings & Repairs – Holcomb and Cannon:**

- The Clerk reported a problem with the deadbolt lock on the Clerk's door. It is extremely hard to lock and sometimes the entire door has to be raised. Also, there may be an issue with the heat in the Clerk's office. It is sometimes extremely cold in the mornings and the Clerk has to use an electric heater for her office.

Highway Department – Holcomb and Bluhm:

- Supervisor Jordan advised that he has contacted Community Bank for an update on the percentage the Town will be charged for the bond needed in 2017. At the present time the rate stands at 3.29% but this could change. Supervisor Jordan will contact Community Bank again and get a definite percentage rate so that the Town Attorney can complete the necessary paperwork for the bank.

Parks – Cannon and Cornwall:

Cemeteries – Holcomb and Cornwall:

Grants – Jordan and Cornwall

Code Enforcement – Cannon and Holcomb

Audit Committee – Jordan and Cannon

- CP Cannon advised that Accountants Berry & Berry have provided the necessary paperwork for the 2016 Audit. He is in process of completing this now.

**OLD BUSINESS**

- The Bid Acceptance for the mowing/maintenance contract was tabled at November's meeting as some legal questions arose and the Board requested the Clerk to get some additional information from the Town Attorney. After discussion, CP Holcomb made a motion, 2<sup>nd</sup> by CP Cornwall, to reject all bids as presented. The Clerk will notify all bidders of this decision. At the January meeting the specs for the contract will be reviewed by the Board and any additions/changes will be made. At that time the contract will be advertised for bids again.
- Job Descriptions were presented to the Board at the November meeting. The Highway Superintendent has reviewed his and made no changes/additions. The Assessors are still working on theirs for any adjustments that need to be made. The Town Clerk presented a job description for Town Clerk to the Board for their consideration. This matter was tabled until the January meeting for further consideration.

**NEW BUSINESS:**

- The Town has received a Notice of the Eight-Year Review of the Agricultural District 4 which was created in 1977, renamed in 2002 and continued in 2008. Residents now have 30 days to propose any modifications to this District.
- Discussion of creating a Best Value Local Law for the Town of Genesee. This was recommended by Town Attorney Brautigam. A motion was made by CP Bluhm, 2<sup>nd</sup> by CP Holcomb, that the Town of Genesee create Local Law #1 of 2017. Roll call vote was taken and the motion was passed. A Public Hearing was set for Tuesday, January 17, 2017 at 7 p.m. The Clerk was instructed to put a Legal Notice in the Olean Times Herald regarding this hearing.

- CP Bluhm made a motion, 2<sup>nd</sup> by CP Holcomb, regarding **Resolution # 2016-10** as follows:

**RESOLUTION ESTABLISHING A  
CYBER SECURITY CITIZENS' NOTIFICATION POLICY**

**WHEREAS**, Section 208, Chapters 442 and 491, of the State Technology Laws of 2005, requires notification to impacted NY residents and non-residents if there has been, or reasonably believes there has been, a compromise of the individual's private information;

**WHEREAS**, The Town of Genesee wishes to establish a clear and consistent policy for said notifications that meet the requirements of this Law; Now, therefore,

**RESOLVED:**

The Genesee Town Board adopts the attached Cyber Security Citizens' Notification Policy.

|                   |     |
|-------------------|-----|
| CP Cannon         | Aye |
| CP Cornwall       | Aye |
| CP Bluhm          | Aye |
| Supervisor Jordan | Aye |

Resolution so approved.

- Supervisor Jordan made a motion, 2<sup>nd</sup> by CP Cannon, regarding **Resolution #2016-11** as follows:

**RESOLUTION APPROVING THE AGREEMENT  
BETWEEN THE PORTVILLE  
FIRE DISTRICT AND THE TOWN OF GENESEE**

**WHEREAS**, the Town of Genesee's fire protection is partially covered by the Portville Fire District and

**WHEREAS**, THE Town Board of the Town of Genesee hereby approves the agreement between the Town of Genesee and the Portville Fire Protection District for the year 2017, furnishing the necessary fire protection for their portion in the Town of Genesee;

**WHEREAS**, included in the Town of Genesee Approved 2017 Budget are sufficient funds as requested to pay the Portville Fire District \$33,837.44 for the year 2017;

**RESOLVED**, that the Town Board approves the Town Supervisor Donald Jordan execute the necessary paperwork for this agreement.

CP Cannon           Aye  
CP Cornwall        Aye  
CP Bluhm           Aye  
Supervisor Jordan  Aye

Resolution so approved.

- CP Cannon made a motion, 2<sup>nd</sup> by CP Cornwall, to accept **Resolution # 2016-12** as follows:

**RESOLUTION APPROVING THE AGREEMENT  
BETWEEN THE BOLIVAR  
FIRE DISTRICT AND THE TOWN OF GENESEE**

WHEREAS, the Town of Genesee’s fire protection is partially covered by the Bolivar Fire District and

WHEREAS, THE Town Board of the Town of Genesee hereby approves the agreement between the Town of Genesee and the Bolivar Fire Protection District for the year 2017, furnishing the necessary fire protection for their portion in the Town of Genesee;

WHEREAS, included in the Town of Genesee Approved 2017 Budget are sufficient funds as requested to pay the Bolivar Fire District \$43,557.00 for the year 2017;

RESOLVED, that the Town Board approves the Town Supervisor Donald Jordan execute the necessary paperwork for this agreement.

CP Cannon           Aye  
CP Cornwall        Aye  
CP Bluhm           Aye  
Supervisor Jordan  Aye

Resolution so approved.

- The 2017 Organizational Meeting will be held at 7 p.m. on Tuesday, January 17, 2017.
- Supervisor Jordan advised that he had received a telephone call from a Fred Sinclair, representing the Concerned Citizens of Allegany County. They are working with the Sierra Club regarding the pipeline proposed by National Fuel that will affect residents of both Town of Genesee and Town of Clarksville. They would like to set up an informational meeting regarding their concerns and are looking for a venue. Discussion about their use of the Town Hall and it was decided that our Town Hall would not be sufficient space for such a meeting. Supervisor Jordan will contact Mr. Sinclair to advise him of this.
- A notification letter was received from the Real Property Tax Service asking us to update our Board of Assessment Review members. Douglas Ploetz' term ended as of September 30, 2016. He has advised Supervisor Jordan that he does not wish to continue in this

capacity. The Clerk was instructed to place a notice in the Olean Times Herald asking for anyone from the Town that might be interested.

- The Clerk advised that she has been contacted by a John Harloff who is planning to open a winery, Creekside Wineries, on Sanford Hollow Road. He obtained information for a building permit and asked about any zoning laws in the town.

**PAYING OF BILLS:**

Abstracts totaling \$51,498.31 were reviewed for paying the Town bills as follows:

| <b>Abstract</b> | <b>Voucher Nos.</b> | <b>Abstract Amount</b> |
|-----------------|---------------------|------------------------|
| General Fund    | 241-269             | \$ 40,157.51           |
| Highway Fund    | 165-178             | 11,340.80              |

CP Cannon made a motion to pay the above bills, 2<sup>nd</sup> by CP Cornwall. Motion passed.

Motion to adjourn the meeting was made by CP Cannon, 2<sup>nd</sup> by Supervisor Jordan. Meeting was adjourned at 8:45 p.m.

Respectfully Submitted,

Bonita Brunner  
Town Clerk

Dated: December 21, 2016