

AGENDA
REGULAR MEETING & PUBLIC HEARING
THE GORHAM TOWN BOARD
May 10, 2023 7:00 PM

Join Zoom Meeting

<https://us06web.zoom.us/j/89791007216?pwd=QUh5bEYyR3BEbUJsNHNWUGYxOVlydz09>

Meeting ID: 897 9100 7216

Passcode: 981671

One tap mobile

+16469313860,,89791007216#,,,,*981671# US

+19292056099,,89791007216#,,,,*981671# US (New York)

Dial by your location

+1 646 931 3860 US

Meeting ID: 897 9100 7216

Passcode: 981671

Find your local number: <https://us06web.zoom.us/u/kbkzo6p5eh>

1. Call to Order/Pledge to the Flag
2. Privilege of the Floor
3. Public Hearing - Comprehensive Plan Update Re-open from 4/12/23 meeting
4. Approval of Minutes - 04/12/23 Regular & Public Hearing Meeting
5. Reports of Town Officials –
 - a. Water/Wastewater Chief Operator
 - b. Highway Superintendent
 - c. Zoning
 - d. Assessor
 - e. Town Clerk
 - f. Supervisor
6. Approve Reports
7. Audit/Approval of Bills
8. Business –
 - a. Resolution to Adopt Local Law #2-2023 Deputy Highway Superintendent
 - b. Resolution Deputy Building/Zoning Officer

- c. Approve Employee Handbook Update
 - d. Update From Councilmember Case re; Job Description Book
 - e. Update from Councilmember Chard re; Policy Book
 - f. Update from Councilmember Curtis re; Easton Park
 - g. Update from Councilmember Lazarus re; Crystal Beach Fire Department
9. Executive Session – to discuss the medical, financial, credit, or employment history of a particular person or corporation
 10. Set Next Meeting Date – June 14, 2023 Regular Meeting 7:00 pm at the Gorham Town Hall
 11. Privilege of the Floor
 12. Adjournment

*TOWN OF
GORHAM*

REPORTS OF
TOWN OFFICIALS

*Town Board Meeting
May 10, 2023*

TOWN OF GORHAM WATER/WASTEWATER

Greg Coston, Chief Operator
4736 South St. - PO Box 224 - Gorham, NY 14461
Phone: 585-394-1580 Fax: 585-526-4799
TDD 1-800-662-1220 (For Hearing Impaired)

WATER/WASTEWATER MONTHLY REPORT

April 2023

- 1) Ran water plant an average of 420,000 GPD with an average pumping time of 11 hours.
- 2) The Wastewater Plant average flow was 52,000 GPD.
- 3) UFPO'S
- 4) 3 water main breaks Route 364
- 5) Installed water line to Easton Park
- 6) Changed ballast in the UV system.
- 7) Put seasonal meters in.
- 8) Had to install a new valve in Turner Road booster.
- 9) Mowed.

TOWN OF GORHAM HIGHWAY

Zach Eddinger, Superintendent

3478 Lake to Lake Rd - PO Box 224 - Gorham, NY 14461

Phone: 585-526-5150 Fax: 585-526-4799 TDD #1-800-662-1220 (For Hearing Impaired)

Highway Dept Monthly Report April 2023

1. Did ditching on Conklin Rd
2. Fixed intersections from plow damage
3. Fixed washouts from the rain storm
4. Did ditching work and driveway work on Lake to Lake Rd
5. Did maintenance on trucks
6. No Snow events

Transfer Station

Hauled 118.37 tons trash

Recycle 16.75 Tons

Town of Gorham is an equal opportunity provider, and employer. To file a complaint of discrimination, write: USDA, Director, Office of Civil Rights, Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202) 720-6382 (TDD).

**TOWN OF GORHAM ZONING OFFICE
JAMES MORSE, CODE ENFORCEMENT OFFICER
P.O. BOX 224
GORHAM, NY 14461
Phone (585-526-5479)
TDD # 1-800-662-1220**

Town of Gorham is an equal opportunity provider, and employer. To file a complaint of discrimination, write: USDA, Director, Office of Civil Rights, Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or 202-720-6382 (TDD)

APRIL REPORT

16 inspections related to open permits

26 Permits issued

See Attached report:

- **Town Board meeting 4/12/2023 DNA**
- **Z.B.A. meeting 4/20/2023**
- **Planning Board meeting Cancelled**
- **Code Training 4/21/23 9-Noon**
- **Met with owners of 4476 State route 247**
- **Met with Jeff Gambrill...Issues**
- **Met with Burkeholder to discuss new projects**
- **Bredesen Dock meeting**
- **Met with Dave Hailey for project**

Permit Report By Type

04/01/2023 - 04/30/2023
Permit Type: All

Permit Type: Permit #	Applicant	Location	SBL#	Issued	Valuation	Fee Amount
Agricultural BP-23-031	J Edward Weaver	4928 Co Rd 29	158.00-1-7.100	04/05/2023	\$0.00	\$50.00
			Agricultural Total:	1		
			Amount Totals:		\$0.00	\$50.00
Fence BP-23-036	Pelican Point LLC	4801-09 Co Rd 11	141.00-1-60.100	04/12/2023	\$0.00	\$20.00
			Fence Total:	1		
			Amount Totals:		\$0.00	\$20.00
Garage BP-23-051	Terrence Wilkinson	4638 Bluebird Rd	127.19-3-47.000	04/26/2023	\$0.00	\$44.80
			Garage Total:	1		
			Amount Totals:		\$0.00	\$44.80
Other BP-23-033	Bee & Bee Retreats LLC	4725 Co Rd 11	141.10-1-54.000	04/11/2023	\$0.00	\$150.00
BP-23-034	Fred Costanza	4621 Wildflower Dr	127.81-1-13.000	04/11/2023	\$0.00	\$150.00
BP-23-040	Scott Gross	4632 Clover Rd	127.19-4-40.000	04/19/2023	\$0.00	\$150.00
BP-23-043	DCB Associated Properties LLC	4676 Lake Dr	141.10-1-6.000	04/24/2023	\$0.00	\$150.00
BP-23-044	Kay Kraatz	4956 Co Rd 11	141.17-2-3.100	04/24/2023	\$0.00	\$150.00
BP-23-046	Laura Poole	4613 Clover Rd	127.19-4-32.000	04/24/2023	\$0.00	\$150.00
BP-23-048	Laura Ann Hefner	4644 Mayflower Rd	127.73-1-57.000	04/25/2023	\$0.00	\$150.00
BP-23-049	Michelle Panzer	4634 Bluebird Rd	127.19-3-46.000	04/25/2023	\$0.00	\$150.00
BP-23-052	Michael Hagerman	3966 St Rt 364	113.19-1-38.000	04/26/2023	\$0.00	\$150.00
			Other Total:	9		
			Amount Totals:		\$0.00	\$1,350.00
Porch / Deck BP-23-041	Amy Deasey-Archey	2687 St Rt 245	144.14-1-32.000	04/20/2023	\$0.00	\$25.00
BP-23-055	LeTourneau Christian Center IN	4950 Co Rd 11	141.00-1-43.100	04/28/2023	\$0.00	\$30.00
			Porch / Deck Total:	2		
			Amount Totals:		\$0.00	\$55.00

Permit Type:	Permit #	Applicant	Location	SBL#	Issued	Valuation	Fee Amount
Remodeling	BP-23-039	Grace Fallone	4944 Co Rd 11	141.17-1-11.000	04/17/2023	\$0.00	\$158.20
				Remodeling Total:			1
				Amount Totals:		\$0.00	\$158.20
Res. Addition/Alteration	BP-23-032	Ganfam Lake LLC	5021 Co Rd 11	154.00-3-12.000	04/11/2023	\$0.00	\$66.00
	BP-23-038	Leroy Burkholder	3608 Depew Rd	114.00-2-15.200	04/14/2023	\$0.00	\$25.00
				Res. Addition/Alteration Total:			2
				Amount Totals:		\$0.00	\$91.00
roofing	BP-23-035	Francis Uschold	4608 Greenbriar Dr	127.73-1-33.110	04/11/2023	\$0.00	\$25.00
	BP-23-042	Robert Rees	5350 Co Rd 11	154.00-3-	04/24/2023	\$0.00	\$25.00
	BP-23-045	Richard Foringer	3868 St Rt 247	114.00-2-44.000	04/24/2023	\$0.00	\$25.00
	BP-23-056	Allen Galens	3106 Co Rd 18	143.00-1-8.113	04/28/2023	\$0.00	\$25.00
				roofing Total:			4
				Amount Totals:		\$0.00	\$100.00
Shed / Acc. Structure	BP-23-037	Leroy Burkholder	3608 Depew Rd	114.00-2-15.200	04/14/2023	\$0.00	\$144.00
	BP-23-047	Jaime Burns-France	5208 Long Point Rd	154.12-1-50.000	04/25/2023	\$0.00	\$25.00
	BP-23-050	George West	4476 St Rt 247	128.00-1-31.000	04/26/2023	\$0.00	\$160.00
	BP-23-053	Michael DeWall	4870 Co Rd 29	158.00-1-5.210	04/26/2023	\$0.00	\$25.00
	BP-23-054	Lee Boorman	4616 Clover Rd	127.19-4-43.000	04/27/2023	\$0.00	\$25.00
				Shed / Acc. Structure Total:			5
				Amount Totals:		\$0.00	\$379.00
				Permit Grand Total:			26
				Amount Grand Totals:		\$0.00	\$2,248.00

Gorham

Cash Receipts Report

From: 04/01/2023 to 04/30/2023

Created By: All

Payment Date: 04/05/2023

Module: Permit

Transaction: PA-23-033

Type: Agricultural

Payor: J Edward Weaver

Payment Amount: \$50.00

Payment Type:

Payment #:

Check #8754

00002215

Fee Type:	Fee Amount:
agricultural	\$50.00

Permit Group Totals: \$50.00

04/05/2023 Totals: \$50.00

Payment Date: 04/11/2023

Module: Permit

Transaction: PA-23-034

Type: Res. Addition/Alteration

Payor: Gamfam Lake LLC

Payment Amount: \$66.00

Payment Type:

Payment #:

Check #114

00002216

Fee Type:	Fee Amount:
remodeling	\$66.00

Transaction: PA-23-035

Type: Other

Payor: Bee & Bee Retreats LLC

Payment Amount: \$150.00

Payment Type:

Payment #:

Check #997

00002217

Fee Type:	Fee Amount:
Short Term Rentals	\$150.00

Transaction: PA-23-036

Type: Other

Payor: FLX Escapes LLC

Payment Amount: \$150.00

Payment Type:

Payment #:

Check #8998

00002218

Fee Type:	Fee Amount:
Short Term Rentals	\$150.00

Transaction: PA-23-037

Type: roofing

Payor: Francis J Uschold

Payment Amount: \$25.00

Payment Type:

Payment #:

Cash

00002219

Fee Type:	Fee Amount:
roofing	\$25.00

Permit Group Totals: \$391.00

04/11/2023 Totals: \$391.00

Payment Date: 04/12/2023

Module: Permit

Gorham

Cash Receipts Report

Transaction: PA-23-038

Type: Fence

Payor: Pelican Point LLC

Payment Amount: \$20.00

Payment Type:

Payment #:

Check #3862

00002220

Fee Type:	Fee Amount:
Fence	\$20.00

Permit Group Totals: \$20.00

04/12/2023 Totals: \$20.00

Payment Date: 04/13/2023

Module: Project

Transaction: PB-03-2023

Type: Site Plan

Payor: Paul Greco

Payment Amount: \$525.00

Payment Type:

Payment #:

Check #170

00002221

Fee Type:	Fee Amount:
Engineering Fee	\$525.00

Project Group Totals: \$525.00

04/13/2023 Totals: \$525.00

Payment Date: 04/14/2023

Module: Permit

Transaction: PA-23-039

Type: Shed / Acc. Structure

Payor: Leroy Burkholder

Payment Amount: \$144.00

Payment Type:

Payment #:

Check #2873

00002222

Fee Type:	Fee Amount:
Shed/Acc.Build	\$144.00

Transaction: PA-23-040

Type: Res. Addition/Alteration

Payor: Leroy Burkholder

Payment Amount: \$25.00

Payment Type:

Payment #:

Cash

00002223

Fee Type:	Fee Amount:
remodeling	\$25.00

Permit Group Totals: \$169.00

04/14/2023 Totals: \$169.00

Payment Date: 04/17/2023

Module: Project

Transaction: ZBA-23-041

Type: Area Variance

Payor: Jason Grover

Payment Amount: \$150.00

Payment Type:

Payment #:

Check #326

00002224

Fee Type:	Fee Amount:
ZBA Application	\$150.00

Cash Receipts Report

Transaction: PB-04-2023

Type: Special Use

Payor: Jarvin A Hoover

Payment Amount: \$100.00

Payment Type:

Payment #:

Cash

00002225

Fee Type:	Fee Amount:
Special Use permit	\$100.00

Transaction: PB-05-2023

Type: Site Plan

Payor: Serge J Couture

Payment Amount: \$150.00

Payment Type:

Payment #:

Check #2214

00002226

Fee Type:	Fee Amount:
Site Plan	\$150.00

Project Group Totals: \$400.00

Module: Permit

Transaction: PA-23-042

Type: Remodeling

Payor: Josh Landscape Co

Payment Amount: \$158.20

Payment Type:

Payment #:

Check #5182

00002227

Fee Type:	Fee Amount:
remodeling	\$158.20

Permit Group Totals: \$158.20

04/17/2023 Totals: \$558.20

Payment Date: 04/19/2023

Module: Permit

Transaction: PA-23-043

Type: Other

Payor: Scott Gross

Payment Amount: \$150.00

Payment Type:

Payment #:

Check #1015

00002228

Fee Type:	Fee Amount:
Short Term Rentals	\$150.00

Permit Group Totals: \$150.00

04/19/2023 Totals: \$150.00

Payment Date: 04/20/2023

Module: Permit

Transaction: PA-23-044

Type: Porch / Deck

Payor: Amy L Deasey-Archet

Payment Amount: \$25.00

Payment Type:

Payment #:

Cash

00002229

Fee Type:	Fee Amount:
decks/porches	\$25.00

Permit Group Totals: \$25.00

04/20/2023 Totals: \$25.00

Cash Receipts Report

Payment Date: 04/24/2023

Module: Permit

Transaction: PA-23-045

Type: Fireworks

Payor: Young Explosives

Payment Amount: \$100.00

Payment Type:

Payment #:

Check #34404

00002230

Fee Type:	Fee Amount:
Fireworks permit	\$100.00

Transaction: PA-23-046

Type: roofing

Payor: Robert Rees

Payment Amount: \$25.00

Payment Type:

Payment #:

Check #9071

00002231

Fee Type:	Fee Amount:
roofing	\$25.00

Transaction: PA-23-047

Type: Other

Payor: DCB Associated Properties LLC

Payment Amount: \$150.00

Payment Type:

Payment #:

Check #172

00002232

Fee Type:	Fee Amount:
Short Term Rentals	\$150.00

Transaction: PA-23-048

Type: Other

Payor: Kay Kraatz

Payment Amount: \$150.00

Payment Type:

Payment #:

Check

00002233

Fee Type:	Fee Amount:
Short Term Rentals	\$150.00

Transaction: PA-23-049

Type: roofing

Payor: Proctor Enterprises Inc

Payment Amount: \$25.00

Payment Type:

Payment #:

Check #24915

00002234

Fee Type:	Fee Amount:
roofing	\$25.00

Transaction: PA-23-050

Type: Other

Payor: Laura A Poole

Payment Amount: \$150.00

Payment Type:

Payment #:

Check #802

00002235

Fee Type:	Fee Amount:
Short Term Rentals	\$150.00

Permit Group Totals: \$600.00

04/24/2023 Totals: \$600.00

Payment Date: 04/25/2023

Module: Permit

Cash Receipts Report

Transaction: PA-23-051

Type: Shed / Acc. Structure

Payor: Kiki France-Perry

Payment Amount: \$25.00

Payment Type:
Charge

Payment #:
00002236

Fee Type:	Fee Amount:
Shed/Acc.Build	\$25.00

Transaction: PA-23-052

Type: Other

Payor: Michelle Panzer

Payment Amount: \$150.00

Payment Type:
Check #653

Payment #:
00002237

Fee Type:	Fee Amount:
Short Term Rentals	\$150.00

Transaction: PA-23-053

Type: Other

Payor: Michelle M Panzer

Payment Amount: \$150.00

Payment Type:
Check #652

Payment #:
00002238

Fee Type:	Fee Amount:
Short Term Rentals	\$150.00

Permit Group Totals: \$325.00

04/25/2023 Totals: \$325.00

Payment Date: 04/26/2023

Module: Permit

Transaction: PA-23-054

Type: Shed / Acc. Structure

Payor: George F West

Payment Amount: \$160.00

Payment Type:
Cash

Payment #:
00002239

Fee Type:	Fee Amount:
Shed/Acc.Build	\$160.00

Transaction: PA-23-055

Type: Garage

Payor: Terrence L Wilkinson

Payment Amount: \$44.80

Payment Type:
Charge

Payment #:
00002240

Fee Type:	Fee Amount:
Garage	\$44.80

Transaction: PA-23-056

Type: Other

Payor: Michael O Hagerman

Payment Amount: \$150.00

Payment Type:
Check #7039

Payment #:
00002241

Fee Type:	Fee Amount:
Short Term Rentals	\$150.00

Transaction: PA-23-057

Type: Shed / Acc. Structure

Gorham

Cash Receipts Report

Payor: Michael DeWall

Payment Amount: \$25.00

Payment Type:

Payment #:

Cash

00002242

Fee Type:	Fee Amount:
Shed/Acc.Build	\$25.00

Permit Group Totals: \$379.80

04/26/2023 Totals: \$379.80

Payment Date: 04/27/2023

Module: Permit

Transaction: PA-23-058

Type: Shed / Acc. Structure

Payor: Lee W Boorman

Payment Amount: \$25.00

Payment Type:

Payment #:

Check #6869

00002243

Fee Type:	Fee Amount:
Shed/Acc.Build	\$25.00

Permit Group Totals: \$25.00

04/27/2023 Totals: \$25.00

Payment Date: 04/28/2023

Module: Permit

Transaction: PA-23-060

Type: roofing

Payor: Proctor Enterprises Inc

Payment Amount: \$25.00

Payment Type:

Payment #:

Check #24957

00002245

Fee Type:	Fee Amount:
roofing	\$25.00

Transaction: PA-23-059

Type: Porch / Deck

Payor: LeTourneau Christian Center IN

Payment Amount: \$30.00

Payment Type:

Payment #:

Check #13508

00002244

Fee Type:	Fee Amount:
decks/porches	\$30.00

Permit Group Totals: \$55.00

04/28/2023 Totals: \$55.00

B2115 \$ 775.00

B2110 \$ 150.00

B2555 \$ 2348.00

3273.00

Totals:	
Cash	\$360.00
Charge	\$69.80
Check	\$2,843.20
Grand Total:	\$3,273.00

TOWN OF GORHAM
ASSESSOR'S REPORT
APRIL 2023

The Assessors' Office was very busy in the month of April with informal reviews as a result of the 2023 Reassessment project. The estimated total of informal reviews was estimated 220 which is the typical 10% anticipated for re-assessments.

Board of Assessment Review processes are posted on the Town of Gorham website labeled "Legal Notice". You will also find all the sales comparables used in the Assessor's analysis for the 2023 Re-Assessment along with the Tentative 2023 Assessment Roll.

For additional information on the Re-Assessment process and how to grieve your assessment please visit www.tax.ny.gov .

Included with this report is a record of property transfers in the Town of Gorham.

Please contact me with any questions or comments relating to Assessment or this report.

Enza Mineo
Gorham Assessor

March 2023 Sales						
SELLER	BUYER	LOCATION	TAX ID #	LOT SIZE	AV	S/P COMMENTS
Checola Hogestyn Hinnett Stewart	Milligan Sipprell III Zeller Caloyeras	4203 Angela Way 3 Oreliana Cove 5006 Co Rd 11 4883 Co Rd 11	113 19-1-40.017 98.19-3-25.003 141.17-2-25.000 141.13-1-37.000	48 acres 24 x 40 55 x 175 62.54 x 200	368,000 258,900 1,120,700 47,500	368,000 400,000 1,300,000 110,000

STATE OF NEW YORK
 DEPARTMENT OF TAXATION AND FINANCE
OFFICE OF REAL PROPERTY TAX SERVICES
 W.A. HARRIMAN STATE CAMPUS
 ALBANY, NEW YORK, 12227
<http://www.tax.ny.gov>

Telephone (518) 474-2819 FAX (518) 435-8635

**Certification of School Tax Relief (STAR)
 Exemptions for the 2023-2024 School Levy**

Ms. Enza Mineo , Appointed Assessor
 Town of Gorham
 Town Hall
 4736 South St. - PO Box 224
 Gorham, NY, 14432 9508

County of Ontario
 Town of Gorham

Exemption Codes 41834 or 41844	*****
STAR ENHANCED EXEMPT ASSESSED VALUE	* \$81,400 *
Exemption Codes 41854 or 41864	*****
STAR BASIC EXEMPT ASSESSED VALUE	* \$30,000 *

I, Thomas J. Siebert, hereby certify that on April 06, 2023 the State Board of Real Property Tax Services established a STAR Enhanced Exemption of \$81,400 and a STAR Basic Exemption of \$30,000 for the purpose of levying 2023-2024 school taxes for the above named municipality.

Thomas J. Siebert

Thomas J. Siebert, Real Property Analyst 2

The above exemptions were determined using the latest data available as of April 06, 2023. The equalization factor and the sales price differential factor used to compute these exemptions are subject to change. If in the future revised exemptions are determined which are five percent or more different than the exemptions indicated above, new exemptions will be recertified to your municipality. Any recertification will occur before the last date allowed by law for the levy of school taxes.

Ms. Donna LaPlant , County Director
 Ontario County
 Municipal Building
 20 Ontario Street
 Canandaigua, NY, 14424

Official Notice

Tentative Assessment Roll - Assessor Verification

Pursuant to Section 505, NYS Real Property Tax Law, the Sole Assessor, Town of GORHAM County of Ontario, NY says: "I, the undersigned, do depose and swear that, to the best of my knowledge and belief, I have set forth in the Tentative Assessment Roll attached hereto or filed herewith, all the real property situated in the assessing unit in which I am Assessor and, with the exception of assessments made by the State Board of Real Property Services, I have estimated the value of each such real property at the sums which I have determined to be in accordance with the provisions of Section 305 of the Real Property Tax Law".

Signature: _____ Date _____
Sole Assessor

State of New York
County of Ontario
Town of GORHAM

Subscribed and Sworn to before me
This ___ Day of _____ 20___

Notary Public

TENTATIVE ASSESSMENT ROLL - NOTICE OF COMPLETION

Pursuant to Section 506, NYS Real Property Tax Law, the Sole Assessor, Town of GORHAM County of Ontario, N.Y. has completed the current year Tentative Assessment roll, and has filed a copy thereof with the Office of Town Clerk/Assessor. Said copy is available for public inspection at the Gorham Town Hall located at 4736 South Street during regularly scheduled work day hours through and including Grievance Day this year. Said hours may be obtained by calling the Town Clerk, or Assessor (585) 526-5844.
The Assessor has available upon request, current publications containing assessment challenge procedures.

TENTATIVE ASSESSMENT ROLL - ASSESSOR IN ATTENDANCE

Pursuant to Section 526, NYS Real Property Tax Law, the Sole Assessor or his/her designee, Town of GORHAM County of Ontario, N.Y. will be in attendance with the current year Tentative Assessment Roll at the Gorham Town Hall located at 4736 South Street during the days, dates and hours listed below.

Wednesday, May 03, 2023	1:00 PM - 4:00 PM
Wednesday, May 10, 2023	4:00PM - 8:00PM
Tuesday, May 16, 2023	9:00AM - 12:00PM
Saturday, May 20, 2023	9:00AM - 12:00PM

HEARING OF COMPLAINTS - BOARD OF ASSESSMENT REVIEW

Pursuant to Section 525, NYS Real Property Tax Law, the Board of Assessment Review, Town of GORHAM County of Ontario, N.Y. will be in attendance at the Gorham Town Hall located at 4736 South Street to hear and examine all written complaints in relation to those assessments appearing on the current year Tentative Assessment Roll. Such complaints will be heard by appointment during the day, date, and hours listed below.

Thursday, May 25, 2023 **4:00PM - 8:00PM**

NOTE: Pursuant to provisions of NYS Real Property Tax Law, the above notices must be published at least once in the Town's Official newspaper and posted on the Town's official signboard. Also, and as required by Law, the Tentative Assessment Roll Notice of Completion must be published and posted on or before Town Tentative Roll Date, (May 1st) of the current year.

323200

State of New York
Department of Taxation and Finance
Office of Real Property Tax Services
Building 8A - Special Rates Unit
WA Harriman State Campus
Albany, New York 12227
(518) 474-5666

April 7, 2023

Ms. Enza Mineo , Appointed Assessor
Town of Gorham
Town Hall
4736 South St. - PO Box 224
Gorham, NY 14432 9508

County of Ontario
Municipal Code 323200
Town of Gorham

Based on the stated uniform percentage of value, the Office of Real Property Tax Services has established the following special equalization rates for the 2023 assessment roll as indicated below.

If you have any questions, please contact me by telephone or the addresses listed in this letter.

Sincerely,

Jason Ayotte, Real Property Analyst,
Equalization Support Services
Jason.Ayotte@tax.ny.gov

2023 Special
Equalization Rate

Purpose	2023 Special Equalization Rate
For use in computing alternate veterans exemptions (Section 458-A, RPTL)	100.00
For use in determining eligibility for small claims assessment review (Section 730, RPTL)	100.00
For use in computing cold war veterans exemptions(Section 458-b RPTL)	100.00
For use in computing agricultural value ceiling assessments (Section 305, Agricultural & Markets Law)	100.00
For use in computing forested land exemptions (Section 480-A, RPTL)	100.00
For use in determining the assessed value of oil and gas rights (Section 594, RPTL)	100.00

CC:

Ms. Donna LaPlant , County Director
Ontario County
Municipal Building
20 Ontario Street
Canandaigua, NY 14424



What Does an Assessor Actually Do? How Do They Do It?

A Guide for Taxpayers

Requirements to Become an Assessor

The assessor is an elected or appointed local government official. Their job is to estimate the value of each real property parcel within a county, city, town, or village.

New York State Real Property Tax Law governs what an assessor does and how they must do it. State law also requires that assessors become certified and take specific training classes to learn how to do the job of the assessor properly. A person who isn't certified can be appointed or elected as an assessor, but they must complete the training within three years of taking office.

The Job of the Assessor

The assessor collects and maintains the physical inventory of properties in a municipality. This inventory is needed to estimate the market value of all the properties. Assessors are trained to use three different approaches to estimating value to insure fair and equitable property values. These same three approaches are used worldwide by all property valuation professionals.

Assessors also:

- Maintain the ownership records of all property. They record the deed information when a property is sold or changes ownership.
- In order to make sure the value estimates are correct, each year your assessor analyzes all of the properties in the municipality to determine which assessments need to be changed.
- Approve or deny real property tax exemptions. Sometimes that means the assessor must review a taxpayer's personal information (for example: income, social security disability, and veterans' service information). New York has about 200 different property tax exemptions.
- Work with planning officials, zoning officials, town engineers, attorneys, governmental tax departments, realtors, appraisers, elected officials at all levels, school officials, and the general public on projects that influence property values in their specific municipalities.
- Attend all meetings of the Board of Assessment Review (Grievance Day).
- Determine and add special district unit charges (for example: sewer, trash, brush removal, lighting, drainage, hydrant, libraries, water service, etc.).
- Meet with property owners to discuss their assessments.

How is all of this information used?

As noted above, the assessor keeps a current record of the physical description (or inventory) and value estimate of every parcel. This is called the property assessment roll. It is available to the public. That roll is given to the town or village board, city council, or county legislature members. They use it to help develop an annual budget. That's why the goal of the assessor is to make sure the market value of each property is fair, so that each taxpayer pays their fair share of the tax burden.

The Bottom Line: Does the Assessor Raise or Lower Your Taxes?

No! While you may often see the job title of "Tax Assessor," there is no such position defined by New York State law. Your elected officials who create and vote on budgets are responsible for tax rates and levies.

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Conservation	Conservation	1	6.53
			Sub-Total:	\$6.53
A1603	Certified Copies - Vitals	Certified Copy	27	260.00
			Sub-Total:	\$260.00
A2130	General Licensing	Transfer Station Permit	78	7,775.00
	Trash Removal	Transfer Truck Load	1	220.00
			Sub-Total:	\$7,995.00
A2544	Dog Licensing	Female, Spayed	15	210.00
		Female, Unspayed	6	120.00
		Male, Neutered	5	70.00
		Male, Unneutered	3	60.00
			Sub-Total:	\$460.00
A2655	Minor Sales	Copies	71	17.75
			Sub-Total:	\$17.75
B2110	Zoning	Zoning	1	150.00
			Sub-Total:	\$150.00
B2115	Planning	Planning	1	150.00
			Sub-Total:	\$150.00
B2555	Bldg Permit Fees	Bldg Permit Fees	1	1,144.95
			Sub-Total:	\$1,144.95
			Total Local Shares Remitted:	\$10,184.23
Amount paid to: NYS Ag. & Markets for spay/neuter program				47.00
Amount paid to: NYS Environmental Conservation				88.47
Total State, County & Local Revenues:			\$10,319.70	Total Non-Local Revenues:
				\$135.47

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, Darby L. Perrotte, Town Clerk, Town of Gorham 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

5/3/2023

Date

*TOWN OF
GORHAM*

BUSINESS

*Town Board Meeting
May 10, 2023*

 **DRAFT**

FILING LOCAL LAW

New York State Department of State
41 State Street, Albany, NY 12231

(Use this form to file a local law with the Secretary of State)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

County
City
Town of Gorham
Village

Local Law No. 2 of the year 2023.

A local law "To Establish the Residency Requirements for the Appointed Office of Deputy Highway Superintendent for the Town of Gorham"
(Insert Title)

Be it enacted by the **Town Board** (Name of Legislative Body)

County
City
Town of Gorham
Village

as follows:

Section I. AUTHORITY

This local law is adopted pursuant to Municipal Home Rule Law, §10[1][ii][a][1] that grants to local governments the authority to enact local laws regarding the qualifications of local officers. Furthermore, this local law recognizes that the State Legislature amended Public Officers Law, §3 adding a new subdivision (24) expanding the residency requirements for any appointed public office in the Town of Greenburgh Westchester County, thereby rendering Public Officers Law a special law with respect to any appointed town officer (See cf N.Y. Op. Atty. Gen. (Inf.) No. 91-37).

Section II. SUPERSESSON

This local law shall supersede Public Officers Law §3 and Town Law §23(1) in its application to the office of Deputy Highway Superintendent for the Town of Gorham.

Section III. RESIDENCY REQUIREMENTS FOR THE APPOINTED OFFICE OF DEPUTY HIGHWAY SUPERINTENDENT FOR THE TOWN OF GORHAM

The person holding the office of Deputy Highway Superintendent in the Town of Gorham need not be a resident nor an elector of the Town of Gorham, provided, however, that such person shall reside in the county in which such town is located or an adjoining county within the State of New York.

Section IV. INCONSISTENCY

All other local laws and ordinances of the Town of Gorham that are inconsistent with the provisions of this local law are hereby repealed; provided however, that such repeal shall only be to the extent of such inconsistency and in all other respects this local law shall be in addition to such other local laws or ordinances regulating and governing the subject matter covered by this local law.

Section V. SAVINGS CLAUSE

If any clause, sentence, paragraph, word, section or part of this local law shall be adjudged by any court of competent jurisdiction to be unconstitutional, illegal or invalid, such judgment shall not affect, impair or invalidate the remainder, thereof, but shall be confined in its operation of the clause, sentence, paragraph, worked section or part thereof directly involved in the controversy in which such judgment shall have been rendered.

Section VI. EFFECTIVE DATE

This local law shall take effect immediately upon filing with the Secretary of State.

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

1. (Final adoption by local legislative body only.),

I hereby certify that the local law annexed hereto, designated as Local Law No. ___ of 2023 of the **Town of Gorham** was duly passed by the Gorham Town Board on _____, 2023, in accordance with the applicable provisions of law.

2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer¹.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20__ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____, 20__, and was (approved)(not approved)(repassed after disapproval) by the _____ and was deemed duly adopted on _____, 20__ in accordance with the applicable provisions of law.

3. (Final adoption by referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20__ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on 20__, and was (approved)(not approved)(repassed after disapproval) by the _____ on _____, 20__. Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on _____, 20__, in accordance with the applicable provisions of law.

4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20__ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____, 20__, and was (approved)(not approved)(repassed after disapproval) by the _____ on _____, 20__. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of _____, 20__, in accordance with the applicable provisions of law.

¹ Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county- wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or Village, or the supervisor of a Town where such officer is vested with the power to approve or veto local laws or ordinances.

5. (City local law concerning Charter revision proposed by petition.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 2023 of the City of _____ of having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on _____, 20__, became operative.

6. (County local law concerning adoption of Charter.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20__ of the County of _____, State of New York, having been submitted to the electors at the General Election of November __, 20__, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the Towns of said county considered as a unit voting at said general election, became operative.

(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph 1, above.

Clerk of the Town

(Seal)

Date: _____

DRAFT

RESOLUTION AUTHORIZING ADOPTION BY THE TOWN BOARD OF THE TOWN OF GORHAM OF LOCAL LAW NO. 2 OF 2023 ENTITLED "A LOCAL LAW TO ESTABLISH THE RESIDENCY REQUIREMENTS FOR THE APPOINTED OFFICE OF DEPUTY HIGHWAY SUPERINTENDENT FOR THE TOWN OF GORHAM"

WHEREAS, a resolution was duly adopted by the Town Board of the Town of Gorham for a public hearing to be held by said Town Board on _____, 2023, at 7:00 p.m. at the Gorham Town Hall, 4736 South Street, Gorham, New York, to hear all interested parties on a proposed Local Law entitled, "A Local Law to Establish the Residency Requirements for the Appointed Office of Deputy Highway Superintendent for the Town of Gorham"; and

WHEREAS, notice of said public hearing was duly advertised in the official newspaper of the Town of Gorham, on _____, 2023 and other notices required to give by law were properly served, posted or given; and

WHEREAS, said public hearing was duly held on _____, 2023, at 7:00 p.m. at the Gorham Town Hall, 4736 South Street, Gorham, New York, and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to said Proposed Local Law, or any part thereof; and

WHEREAS, the Town Board of the Town of Gorham, after due deliberation, finds it in the best interest of the Town of Gorham to adopt said Local Law.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Gorham hereby adopts said Local Law No. ____ of 2023, entitled "A Local Law to Establish the Residency Requirements for the Appointed Office of Deputy Highway Superintendent for the Town of Gorham", a copy of which is attached hereto and made a part of this resolution, and be it further

RESOLVED, that the Town Clerk be and she hereby is directed to enter said Local Law in the minutes of this meeting and in the Local Law Book of the Town of Gorham, and to give due notice of the adoption of said local law to the Secretary of State of New York.


I, Darby Perrotte, Town Clerk of the Town of Gorham do hereby certify that the aforementioned resolution was adopted by the Town Board of the Town of Gorham on _____, 2023, by the following vote:

	<u>Aye</u>	<u>Nay</u>
Frederick Lightfoote	_____	_____
Brian S. Case	_____	_____
Jake Chard	_____	_____
Phil Curtis	_____	_____
Brian Lazarus	_____	_____

Dated: _____, 2023

Darby Perrotte, Town Clerk

SEAL

 DRAFT

Resolution to Establish Position

Whereas: There has been a need for additional help within the Planning and Zoning office for quite some time, and;

Whereas: The Gorham Town Board has budgeted for this position for 2023, then;

Therefore: The Gorham Town Board hereby establishes the position of Deputy Building and Zoning Inspector for the Town of Gorham.

 **DRAFT**

Resolution to Contract with MRB Group To Perform a Feasibility Review for The Town of Gorham Highway Garage

Whereas: The Gorham Town Board, after much debate and investigation, decided to build a new Highway Building, and;

Whereas: The Board engaged MRB Group for engineering services for said project, and;

Whereas: A public vote was held on 10/25/22 where the public voted against the building project, and;

Whereas: The Town Board would like a feasibility study performed to ascertain funding needed to bring the current Highway shop up to date and up to code, and;

Whereas: The MRB Group proposes to perform this feasibility study utilizing sub-contractors Jadestone Engineering for mechanicals; Watts Architects and Engineers for Hazmat survey and reporting; and Campus Construction for cost estimating purposes for no greater than \$34,500 then;

Therefore: The Gorham Town Board hereby approves this resolution and instructs the Town Supervisor to sign the contract permitting associated work to proceed.