

**MINUTES  
REGULAR MEETING  
THE GORHAM TOWN BOARD  
June 14, 2023 7:00pm**

The Gorham Town Board held a Regular Meeting on Wednesday June 14, 2023 at 7:00pm at the Town Hall in Gorham, NY.

Present were Supervisor Fred Lightfoote. Councilmembers; Brian S. Case, Jake Chard, Phil Curtis.

Councilmember Brian Lazarus joined via Zoom.

Councilmember Phil Curtis was necessarily absent.

Town Officials in attendance; Chief Operator Water & Wastewater Districts Greg Coston, Highway Superintendent Zach Eddinger, Code Enforcement Officer Jim Morse, Assessor Enza Mineo and Town Clerk Darby Perrotte.

Many residents/guests in attendance in person and via zoom.

**The full zoom recording of the meeting is posted on the Town of Gorham Website.**

1. Call to Order/Pledge to the Flag
2. Privilege of the Floor –

Brett Johnson, Gorham Conservation Board Chairman stated the Conservation Board seeks approval to re-establish an annual Community Event. He said the Conservation Board will be the volunteers needed to pull the event together. The Conservation Board plans to team with Ontario County and other partner agencies to promote the ROW Program.

Conservation Board Councilmember Brian Mastrosimone, owner of Lincoln Hill Farms, stated his is willing to host the Community Event at Lincoln Hill Farms in the Town of Gorham. The Conservation Board will highlight composting and recycling opportunities along with various other family oriented events and activities. Councilmember Mastrosimone stated that although the Farm will host the event, he would like the Town to send out notification. The proposed date is Sunday July 30<sup>th</sup>, 2023.

Debbie North, County Road 18 resident, discussed her disdain with the Town Highway Department installing a separate mailbox and changing the address of the Highway Department. She stated any official communication, invoices, communications from residents should all go to the PO Box, the official address for the Town. Mrs. North is concerned there is a security risk involved with an unsecured mailbox that anyone could access.

Supervisor Lightfoote said there is no problem with it according to the Town Attorney and the Association of Towns.

Robert Baxter, County Road 11 resident, asked the Town Board if they think it is prudent, with the history of events of impropriety over the past year, if they think it is a good idea to have a separate mailbox at the Highway Department.

The Board discussed their concern for and against the mailbox.

Christine Watkins, Lake to Lake Road resident, offered some purchasing options with photos and pricing for secure, locking mailboxes.

Robert Baxter, stated he provided the Town Board with a list of questions at the last meeting. He has not received an answer to questions about a procurement policy, a capital plan or the water audit.

The discussion went back and forth between Supervisor Lightfoote and Mr. Baxter.

Mr. Baxter asked for an update on the Water and Wastewater Improvement Project, when they will start.

Supervisor Lightfoote said he will give a full update on that at the next meeting.

### 3. Approval of Minutes – 5/10/2023 Regular & Public Hearing Meeting Minutes.

On the motion by Councilmember Chard, seconded by Councilmember Case, the minutes were approved as submitted. 3-0

3 – Ayes - Lightfoote, Case, Chard

**058-2023.**

### 4. Reports of Town Officials -

#### A. Chief Operator Water/Wastewater Plants – written report on file.

Lynn Klotz, Lake Drive resident, asked when sections of Lake Drive, that were damaged by a water main break over the winter, will be re-paved.

Chief Operator Coston said he was working with one of the Highway employees to get measurements and a timeframe, he asked Superintendent Eddinger where they were at.

Highway Superintendent Eddinger said probably in a couple weeks.

Councilmember Case asked about the sewer hookup for Easton Park.

Supervisor Lightfoote said he would reach out to the engineer to give them approval to get it under way.

#### B. Highway Superintendent – written report on file.

Councilmember Chard asked what it is looking like for help from other Towns. Superintendent Eddinger said hopefully in August other Towns will help with Gorham projects.

Councilmember Chard asked, with the latest storm, where are we at with culverts? Are they cleaned out?

Superintendent Eddinger said they are good where they are at, some of the systems just can't handle the amount of rain in a short amount of time like we have seen in the past two storms.

Discussion was held regarding the storm.

#### C. Zoning/Building Officer – written report on file.

D. Assessor - written report on file. Mr. Baxter asked Assessor Mineo about a question he asked at her Question & Answer session on May 22<sup>nd</sup>. Assessor Mineo asked Mr. Baxter to make an appointment to come to the office to discuss, she has the information in her office.

Councilmember Chard said sales are coming in over the assessed value, he asked if she was concerned. Assessor Mineo said, no. Going forward, the next reassessment will cost the Town quite a bit of money, they will have to hire it out. She will not be doing it in-house. She said it is too much work and too stressful.

Assessor Mineo said she reports the level of assessment to the State. They do their analysis to grant the official equalization rate. Discussion was held.

E. Town Clerk – written report on file.

F. Town Supervisor – financial report on file.

On the motion by Councilmember Case, seconded by Councilmember Chard, the reports of Town Officials were approved as submitted. Motion carried unanimously. 3-0

3 - Ayes Lightfoote, Case, Chard

**059-2023**

5. Audit of Bills -

Abstract #6

Abstract prepared by the Bookkeeper, Town Clerk and Highway Clerk  
Approval of Vouchers

On the motion by Supervisor Lightfoote, seconded by Councilmember Chard, Councilmember Chard had questions on several vouchers. Discussion was held.

The abstract for June, totaling \$214,766.72 was approved for payment. Motion carried unanimously. 3-0

3- Ayes - Lightfoote, Case, Chard

**060-2023**

6. Business –

a. Adopt Town of Gorham Comprehensive Plan Update

1. Resolution Establishing Town Board as Lead Agency

Councilmember Chard offered the following resolution and called for adoption. Seconded by Councilmember Case, the resolution was adopted 3-0

3 - Ayes Lightfoote, Case, Chard

**061-2023**

**TOWN OF GORHAM  
RESOLUTION #21-2023  
ESTABLISHMENT OF LEAD AGENCY AND DETERMINATION OF SIGNIFICANCE  
TOWN OF GORHAM COMPREHENSIVE PLAN**

**WHEREAS,** The Town of Gorham appointed an advisory committee to prepare an updated Comprehensive Plan; and

**WHEREAS,** During preparation of the Comprehensive Plan, the Gorham Town Board held two duly advertised public hearings on September 8, 2022 and April 12, 2023 as required by NYS statute; and

**WHEREAS,** adoption of a Comprehensive Plan is considered a Type I Action under the New York State Environmental Quality Review Act and its implementing regulations found at 6 NYCRR Part 617 (hererinafter collectively referred to as SEQR); and

**WHEREAS,** There are no other involved agencies with discretionary approval authority regarding adoption of a Town Comprehensive Plan and therefore no coordinated review is required; and

**WHEREAS,** The Gorham Town Board has circulated the draft Comprehensive Plan and Long Form Environmental Assessment Form (EAF) Part 1 to adjacent towns as interested agencies; and

**WHEREAS,** The Gorham Town Board has prepared EAF Parts 2 and 3; now, therefore be it

**RESOLVED,** The Gorham Town Board hereby establishes itself as the lead agency pursuant to SEQR for the environmental review of the Comprehensive Plan adoption action; and further

**RESOLVED,** that this Board hereby finds that the Comprehensive Plan adoption action:

Continues the Town's policy of preserving farmland and farm viability by protecting viability of farm operations;

Continues the Town's policy of directing development primarily to areas serviced by public water and sewer services;

Continues the Town's policy of maintaining reserve funding to support targeted land/development right acquisitions to support conservation of agricultural land and the water quality and enjoyment of Canandaigua Lake;

Continues the Town's policy of encouraging preservation of scenic and historic resources and community character;

Recommends reducing development density and potential land and water quality impacts in some areas;

Recognizes the need for investments to reconnect drainage ways to natural and built floodplain and wetland areas;

Recognizes the need for investments to address public water and sewer system age, treatment, and operational deficiencies;

Recognizes the need for investments to further the sustainability of municipal, resident, business and school actions;

Recognizes the need for municipal and partner investments in active transportation infrastructure for bicyclists and pedestrians;

Recognizes the need for efforts to promote economic development and a diverse housing stock; and further

**RESOLVED**, That EAF parts 1, 2, and 3 on file with the clerk of this Board are hereby approved and adopted as final; and further

**RESOLVED**, That based on its findings, the EAF, comments received and other project materials this Board has reviewed, this Board hereby makes a negative determination of significance regarding adoption of the Town of Gorham Comprehensive Plan dated January 2023, stating that said project will not result in any significant adverse environmental impacts; and further

**RESOLVED**, That the Town Supervisor be and hereby is authorized and empowered to complete the determination of significance section of said EAF Part 3, checking Box A indicating that the proposed action results in no significant adverse impacts on the environment and, therefore, an environmental impact statement need not be prepared. Accordingly, this negative declaration is issued: and further

**RESOLVED**, That the Town Clerk is hereby authorized and directed to submit a negative determination of significance for the adoption of the Town of Gorham Comprehensive Plan for publication in the Environmental Notice Bulletin, and further

**RESOLVED**, That this resolution take effect immediately.

I, Darby L. 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 June 14, 2023 by the Following vote:

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

Supervisor Lightfoote offered the following resolution and called for adoption. Seconded by Councilmember Case, the resolution was adopted 3-0

3 - Ayes Lightfoote, Case, Chard

**062-2023**

2. Resolution to Adopt Comprehensive Plan Update

**TOWN OF GORHAM  
RESOLUTION #22-2023  
ADOPTION OF TOWN OF GORHAM COMPREHENSIVE PLAN**

**WHEREAS**, The Town of Gorham appointed an advisory committee to prepare an updated Comprehensive Plan; and

**WHEREAS,** During preparation of the Comprehensive Plan, the Gorham Town Board held two duly advertised public hearings on September 8, 2022 and April 12, 2023 as required by NYS statute; and

**WHEREAS,** The Gorham Town Board by resolution on June 14, 2023 established itself as lead agency with regard to New York State Environmental Quality Review Act (SEQRA) and approved a negative determination of significance; and

**WHEAS,** The Gorham Town Board has reviewed the Town of Gorham Comprehensive Plan dated January 2023, public comments received, and documentation prepared in fulfilment of SEQRA and finds the Comprehensive Plan to be suitable to direct future investments, policies, and decisions regarding future enhancement, growth, conservation, and development; and

**RESOLVED,** That the Gorham Town Board adopt the Comprehensive Plan dated January 2023; and further

**RESOLVED,** That the Town Clerk is hereby authorized and directed to enter the date of adoption of the Comprehensive on the cover of the official copy of the Comprehensive Plan, to file such Comprehensive Plan in the Town Clerk’s office, and to see to the posting of such adopted Comprehensive Plan on the Town of Gorham website; and further resolved

**RESOLVED,** That the Town Clerk is hereby directed to provide a copy of this resolution along with the cover page of the Comprehensive Plan annotated with the date of adoption and, if appropriate, any changes made to the January 2003 draft of the Comprehensive Plan to the Ontario County Planning Department; and further resolved

**RESOLVED,** That this resolution take effect immediately.

I, Darby L. 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 June 14, 2023 by the Following vote:

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

b. Discussion regarding Future Highway Trucks

The Board held discussion regarding ordering new highway plow trucks. Lead time is over 2 years for new trucks.

The Highway Superintendent will order a 6 wheeler for fall of 2024, approximate price of \$210,000.00 and a 10 wheeler for fall of 2025, approximate price of \$325,000.00. The prices are approximate, not locked in and are through the State bid program.

7. Privilege of the Floor –

Amanda Gibeau, Director of Operations for Stanley/Hall/Gorham Ambulance, stated she attended the EMS Advisory Board meeting. Director Gibeau stated Ontario County Public Safety has not given direction on exactly what they would like from the Ambulance. She asked Supervisor Lightfoote to ask when he attends the County Board of Supervisor Meeting.

Sally Napolitano, Lake Drive resident, asked if the proposed Scenic Ridge Rise Subdivision would have to be re-zoned.

Code Enforcement Officer Morse said no, because it is a conservation style subdivision which is allowed in Town Code 278.

Discussion was held.

Mrs. Napolitano asked about the Crystal Beach Fire Department Audit.

Councilmember Lazarus said they met with their auditors and as soon as they have it processed they will deliver it to the Town Board.

Lynn Klotz, Conservation Board Councilmember, asked if the Conservation Board can get approval for the ROW Event as a 'Gorham Town Wide Event' so that the Conservation Board can plan the Event.

Supervisor Lightfoote made a motion to work with the Conservation Board to plan the event, seconded by Councilmember Case, the Event is approved. 3-0.

3- Ayes – Lightfoote, Case, Chard

**063-2023**

8. Set the Next Meeting Date – The next regular Town Board Meeting will be held on July 12, 2023 at 7:00 pm at the Gorham Town Hall.

Kathy Baxter, County Road 11 resident, suggested the Town budget for AED's to have in a few places around Town, especially at Deep Run Park.

Director Gibeau said she could help Supervisor Lightfoote with something like that especially to get training for the AED units.

9. Executive Session –

On the motion by Supervisor Lightfoote, seconded by Councilmember Chard, the Board entered into executive session at 9:07 pm to discuss the medical, financial, credit or employment history of a particular person or corporation or relating to promotion demotion, discipline, appointment or removal.

On the motion by Supervisor Lightfoote, seconded by Councilmember Case, the Board returned to regular session at 10:30 pm. No action was taken in executive session.

Both motions carried unanimously. 3-0

3- Ayes - Lightfoote, Case, Chard

**064-2023**

c. Hire New Highway Employees

The Board and Highway Superintendent Eddinger held discussion about hiring new employees at the Highway Department.

On the motion by Supervisor Lightfoote, seconded by Councilmember Case, to hire 3 new MEO's (Motor Equipment Operator) at the Highway Department.

Brandon Ayers, Daxon Rohring and Ryan Millerd. Motion carried unanimously. 3-0

3- Ayes - Lightfoote, Case, Chard

**065-2023**

d. Increase Code Enforcement Officer Salary

The Board held discussion regarding the salary of Code Enforcement Officer Morse.

On the Motion by Councilmember Case, seconded by Councilmember Chard, to give Officer Morse a 7% increase in salary. Motion carried unanimously. 3-0

3- Ayes – Lightfoote, Case, Chard

**066-2023**

10. Adjournment – with no further business, on the motion by Councilmember Chard, seconded by Councilmember Case, the meeting was adjourned at 10:40pm. The motion carried unanimously. 3-0

3- Ayes – Lightfoote, Case, Chard

**067-2023**

Respectfully Submitted,

Darby L. Perrotte  
Town Clerk