

Special Town Board Meeting
October 29th, 2019
6:00 P.M.

Present: Supervisor Gerald L. Deming, Council Members: Norman Gates,
Lynn Parnell, Amos Smith and Frank Rose Jr.

Absent: None

Others: James Campbell (Town Attorney), Kirk Richenberg, Henry Fuller, David Sliker,
Sandra Curran and Justin Bennett (Baldwin Business Services).

Supervisor Deming opened the Special Town Board Meeting at 6:25 p.m. and asked
Attorney Campbell to read aloud the legal notice for such meeting.

Attorney Campbell stated that the Board held a Public Hearing earlier in the evening to
receive comment on the Formation of the Consolidated Water District Old State Road
Extension and asked if they wish to proceed, which will require SEQR documents to be
completed. The Board agreed to proceed.

PART 1-Project Information

Attorney Campbell stated that the purpose in Part 1 briefly describes the Formation of
the Old State Road Extension.

PART 2-Impact Assessment

Attorney Campbell read aloud 11 questions for Part 2 SEQR review with the Board
replying "No" to each of them.

a) Adoption of Findings:

RESOLUTION offered by Mr. Smith and seconded by Mrs. Parnell to Adopt the
Findings that were made in the review of Part 2 of the Short Environmental Assessment
Form as set forth therein for Consolidated Water District Old State Road Extension.
Voted on and approved, Yes-5, No-0.

b) Negative Declaration:

RESOLUTION offered by Mrs. Parnell and seconded by Mr. Smith to adopt a Negative
Declaration based on the findings made in the review of the Short EAF. Voted on and
approved, Yes-5, No-0.

c) Authorization:

RESOLUTION offered by Mr. Smith and seconded by Mr. Rose authorizing the
Supervisor permission to sign the Environmental Assessment Form signifying the
Negative Declaration being made. Voted on and approved, Yes-5, No-0

d) Establishment of District:

RESOLUTION offered by Mr. Gates and seconded by Mrs. Parnell...

In the Matter of the Petition for the
Establishment of a Water District Extension in the
Town of York, Livingston County, New York, to be
known as the "Consolidated Water District Old State
Road Extension."
§209-e)

**RESOLUTION TO
ESTABLISH DISTRICT**

(Pursuant to Town Law

WHEREAS, it is the intent of the Town of York to create the Consolidated Water District Old State Road Extension to include all of the real property indicated in the final map, plan and report prepared by Clark Patterson Lee, dated February, 2019 and being styled "Map, Plan and Report for the Town of York Consolidated Water District Old State Road Extension" (hereafter "Map, Plan and Report"), said real property being located in the Town of York, County of Livingston and State of New York; and

WHEREAS, the real property that will be included in the district is more particularly described in said Map, Plan and Report filed in the York Town Clerk's Office; and

WHEREAS, the Town of York Town Board (hereafter "Town Board"), acting on behalf of the Town of York Consolidated Water District Old State Road Extension, having previously directed the Town Engineer to prepare a map, plan and report with respect to the proposed extension, said direction being authorized by a resolution of the Town Board and said Map, Plan and Report being accepted by the Town Board by resolution was adopted on October 10, 2019; and

WHEREAS, the Town Board has directed that the charges incurred for the preliminary Map, Plan and Report shall be a Town charge until such time as the district formation shall take place at which time they shall become a district charge; and

WHEREAS, the Map, Plan and Report was subsequently filed in the office of the York Town Clerk; and

WHEREAS, the Board having previously complied with the relevant provisions of SEQR; and

WHEREAS, the Town Board on October 10, 2019 adopted a Resolution and Order pursuant to Town Law §209-d which directed that a public hearing be held on October 29, 2019 to receive public comment relating to the possible adoption of a resolution to establish the Town of York Consolidated Water District Old State Road Extension; and

WHEREAS, the notice of public hearing was properly published and posted pursuant to New York State Town Law §209-d; and

WHEREAS, the notice of public hearing contained all necessary information to comply with New York State Town Law §209-d; and

WHEREAS, a public hearing having been held on the 29th day of October, 2019 at 4:00 P.M. at the York Town Hall located at 2668 Main Street, York, New York, with respect to the creation of the Town of York Consolidated Water District Old State Road Extension to include the property noted in the Map, Plan and Report and as more particularly described in the Map, Plan and Report on file at the York Town Clerk's Office, in the Town of York, County of Livingston and State of New York; and

WHEREAS, a copy of the Map, Plan and Report describing the proposed district boundaries, the improvements to be constructed therein and a detailed explanation of the estimated cost of hook-up fees and the cost to the typical property, as well as the boundaries of the entire Town of York Consolidated Water District Old State Road Extension, was available for the public inspection at the York Town Clerk's Office prior to and at each of the public hearings referenced above and is attached hereto and made a part hereof; and

WHEREAS, the Board having given due consideration to the testimony and evidence given at the public hearing conducted on October 29, 2019; and

WHEREAS, the Map, Plan and Report calls for the installation of approximately 300 linear feet of water main, valves, water services and a hydrant. The water main will be installed along portions of Old State Road and will serve approximately 7 single family residential properties; and

WHEREAS, the maximum amount proposed to be expended for the improvements above is \$36,356.00; and be it further

WHEREAS, the anticipated cost to the typical property located within the Consolidated Water District Old State Road Extension is estimated to be **\$600.00** per unit based on a benefit basis, which includes estimated debt service for the costs associated with the improvements in the amount of \$265.00, plus approximately \$35.00 for a proportionate share of the recent improvements to the Consolidated Water District which was a necessary precursor to the improvements anticipated within the Consolidated Water District Old State Road Extension, plus estimated annual water costs of \$300.00 (estimated based on historical usage of single-family residential units within the Town); and

WHEREAS, the estimated one-time costs for hook-up fees are \$1,000.00 for the typical property, including installation of a service line at the costs of approximately \$10.00 per linear foot (\$500.00 average) and \$500.00 for interior plumbing modifications; and

WHEREAS, adoption of this Resolution and Order shall be subject to permissive referendum pursuant to Article 7 of the New York State Town Law; and

WHEREAS, because the anticipated cost to the typical property located within the Town of York Consolidated Water District Old State Road Extension is estimated to be below that of the estimated cost computed by the New York State Comptroller for the extension of similar types of districts, the formation of the Anderson Road Extension will not require approval of the New York State Comptroller's Office.

NOW THEREFORE, be it

RESOLVED and ORDERED by the Town Board of the Town of York as follows:

1. That the notice of public hearing for the October 29, 2019 public hearing was published and posted as required by law and was otherwise sufficient;
2. That all of the property and property owners within the proposed District Extension are benefited thereby;
4. That all of the property and property owners benefited by the District Extension are included within the limits of the proposed district extension; and
5. That it is in the public interest to form the District Extension as set forth; and it is further

RESOLVED and ORDERED, that subject to permissive referendum pursuant to Article 7 of the New York State Town Law, the Town Board of the Town of York does hereby establish the Town of York Consolidated Water District Old State Road Extension as set forth in the Map, Plan and Report; and it is further

RESOLVED and ORDERED, that subject to permissive referendum pursuant to Article 7 of the New York State Town Law, the Town Board of the Town of York does hereby approve the installation of approximately 300 linear feet of water main, valves, water services and a hydrant. The water main will be installed along portions of Old State Road and will serve approximately 7 single family residential properties and the maximum amount to be expended for the improvements above is \$36,356.00 and with the anticipated cost to the typical property located within the Consolidated Water District Old State Road Extension estimated to be \$600.00 based on a unit charge; and be it further

RESOLVED and ORDERED, that within ten (10) days after the adoption of this Resolution, the Town Clerk is directed to record a certified copy of this Resolution in the Livingston County Clerk's Office and shall file a certified copy to the New York State Department of Audit and Control.

The question of the adoption of the foregoing Order was duly submitted for approval by vote of the York Town Board on Tuesday, October 29, 2019 recorded as follows:

Vote of the Board: Councilman Smith	Aye
Councilman Gates	Aye
Councilman Rose	Aye
Deputy Supervisor Parnell	Aye
Supervisor Deming	Aye

I, the undersigned, Clerk of the Board of the Town of York, Livingston County, New York, do hereby certify that the above Resolution was duly adopted by the Town Board

of said Town on the date above, and that the same is a true and correct transcript of said resolution.

In witness where of I have hereunto set my hand and the official seal of the Town Clerk this 29th day of October, 2019.

Christine Harris, York Town Clerk

2020 Budget

Supervisor Deming stated that the Board conducted the Budget Hearing earlier this evening and asked if any changes or corrections should be made before we continue. The Board replied that no changes are to be made.

RESOLUTION offered by Mrs. Parnell and seconded by Mr. Smith to adopt the Town of York 2020 Town Budget as presented. Voted on and approved, Yes-5, No-0.

OTHER

1) Records Retention/Disposition Schedule-MU-1:
Clerk Harris prepared a Records Destruction Form for the Board to review per Section 185.11, 8NYCRR (Appendix H).

After such review...

RESOLUTION offered by Mr. Smith and seconded by Mrs. Parnell to approve the Records Destruction Authorization Form prepared by Clerk Harris. Voted on and approved, Yes-5, No-0.

**RECORDS DESTRUCTION AUTHORIZATION
FORM TOWN OF YORK**

DEPARTMENT: TOWN CLERK

RECORD SERIES DESCRIPTION	DEPARTMENT	SCHEDULE ITEM #	DATES OF RECORDS from - to	RETENTION	CONFIDENTIAL ?	ELECTRONIC FILE
Box: V-017 (Fiscal) vouchers						
Per previous audit can be destroyed January 1999 (per Alden Stevens)						
Tax Collection Records: data file, returned copy of bill, copy of receipt, daily accounts, records of overpayments, etc		1. [595]a	1990-	6 yrs	N	Y
Tax escrow account records: list of escrow accounts (lists/packets)		3. [597]c	1993-	1 yr	N	N/A
Dog Licenses (originals/renewals)		2. [163]	1993-	3yrs	N	N (CURRENT RECORDS ON FILE IN
Spay / Neuter Records (for deceased/gone dogs)		3. [164]	1990-	0 AFTER OBSOLETE	N	N
Rabies Vaccination Certificates		12. [667]	1990-	3 yrs	N	Y
NYS DEC/(DECALS) correspondence		7. [319]	1986-2002 2002-2012	6 yrs	N	N
Bank Communications, but not limited to bank statements, reconciliation, notification of returned check, or other notice for checking or savings account	Tax Collector	1. [263]	2001-	6 yrs	N	Y (at Bank of Castile)
	York Town Clerk	1. [263]	1996-	6 yrs	N	Y (at Bank of Castile)
Banking Deposit slips:	Tax Collector	7. [269]	1992-	6 yrs	N	N
	York Town Clerk	7. [269]	2006-	6 yrs	N	N
Handicapped Parking Permits Records	Temporary	23. [634]a	2003-2015	3 yrs	N	Y (cannot delete from BAS),
	Permanent	23. [634]a	2004-2015	3 yrs	N	Y (cannot delete from BAS)
Reports (T.C. End of the month)		1. [283]	1992-	6 yrs	N	Y (through BAS)

Destruction Authorized by

Chris Harris OCT. 29, 2019 Town Clerk - C. Harris OCT. 29, 2019
 Records Management Officer: Date Department Head Date

Town Board: Gerald Deming R.I. S.
 Lynn Parnell Norman Gates
 Frank Thibault

Date: 10/29/2019

Town Attorney: [Signature] Date: 10/29/2019

Destruction Certified by: _____, Witness Date: _____

Method of Destruction (Circle): Landfill Incineration Shredding Recycling

ADJOURNMENT

RESOLUTION offered by Mrs. Parnell and seconded by Mr. Smith to adjourn the Special Town Board Meeting. Voted on and approved, Yes-5, No-0.

Special Town Board Meeting closed at 6:35 p.m.

Respectfully Submitted,
Christine M. Harris,
Christine M. Harris, Clerk