

**MINUTES  
SPECIAL MEETING  
GORHAM TOWN BOARD  
JANUARY 23, 2008**

The Gorham Town Board held a special meeting on Wednesday, January 23, 2008 at 7:30 PM at the Town Hall, Gorham, NY. Present were Supervisor Calabrese, Councilmembers Lightfoote, Busch, Glitch and Adam-Anderson, Highway Superintendent Ayers, Joan Busch, Roger Vanderbrook, Tom Harvey, Michele Cutri-Bynoe and Town Clerk Hollenbeck.

1. Call to Order/Pledge to the Flag:
2. Privilege of the floor:
3. Work Session Items:

a. Crystal Beach Drainage Project – Roger Vanderbrook reviewed the Estimate of Costs for work by Town Forces using 2007 County Bid Costs, report on file. Highway Superintendent Ayers worked with Mr. Vanderbrook to create this report by providing information regarding the amount of work his department can do. The report includes costs for roadway reconstruction, drainage improvements, etc. for the twenty-three roads within the project. These estimates are assuming the use of Town forces and equipment and county bid pricing. Contingency is included in the pricing for engineering and legal, administrative costs. These costs should be considerably less if using Town forces and County Bid pricing. There will not be a need to prepare bid specifications, etc. These figures are estimates. The bid pricing for 2008 are not published at this time. You will not know for sure what the costs will be until you get into the project. The Town can decide what work it does and what portion it contracts out.

Five year priority list was also prepared and reviewed and discussed. It is recommended that the project begin with Bachelors Row and partial work on the drainage on Lake Drive. The project would continue in following years from Lake Drive to the east and from Bachelor Row to the North. Much of this work can be done a section at a time. The Lake Drive portion is a very large project, if Town forces are utilized, they may not have time to do anything else for a considerable length of time.

Supervisor Calabrese stated that he is looking into applying for funding for this part of the project and may contract it out or whatever Mr. Ayers recommends.

Mr. Ayers stated that a lot of the work he and his crew can do, but the Lake Drive portion may be a little out of their capabilities due to the fact that there would be involvement with DEC, Soil and Water Conservation, etc. when working right next to or in the lake. It may be best to have those who do that type of work on a regular basis use their expertise to do that portion.

Once we start doing some of this work we will have a much better idea of the costs involved.

On the motion by Councilmember Busch, seconded by Councilmember Glitch, the five year plan with amendments, for the Crystal Beach Area – Pavement and Drainage Project is approved. Motion carried unanimously. (5-0).

It should be noted that after the first year, you will have a good idea of the costs and impact on the Town Highway Department. If changes need to be made in this plan, they can certainly be made. It will be the responsibility of this Board to amend the plan as necessary.

On the motion by Councilmember Glitch, seconded by Councilmember Adam-Anderson the one year plan and priorities 1 & 2 are approved to get this project under way. Motion carried unanimously. (5-0). **010-2008**

Supervisor Calabrese briefly talked about the funding possibilities for this project. This year we can come up with \$250,000 to get started; with \$250,000 budgeted for 2009 then \$200,000 per year for 2010, 2011, 2012. At this rate if we are successful in getting funding for the Lake Drive portion over the next couple of years, we should be in good shape.

Supervisor Calabrese asked for a motion to amend the CIP that we passed last September. Councilmember Adam-Anderson so moved. Councilmember Busch seconded the motion that carried unanimously. (5-0). **011-2008**

Scheduling of a public information meeting/presentation to the residents in the proposed project area was briefly discussed. It is anticipated that this meeting will be held at the Crystal Beach Fire Department, possibly late in April at 7:00 PM. The need to send letters to residents was also briefly discussed.

Concern regarding any impact on Deep Run Cove was briefly discussed. Also any impact by Montebella Estates on Deep Run Cove were also questioned.

b. RFP Comprehensive Plan – The draft document was reviewed as well as the procedure in terms of getting proposals, who is going to review them, who is going to make a recommendation to the Town Board.

Supervisor Calabrese stated that he and Tom had previously talked about the Planning Board doing the interviews then forming a review committee.

Suggested two Town Board members and two members from the Planning Board should be able to review the proposals and make a recommendation to the Town Board. Five or six members should be plenty. Maybe one from the Conservation Board.

Talked about adding another step, recreation resources and things of that nature. This update will be pretty similar to any Comprehensive Plan. Review the basic inventory information, see if there is anything that has changed demographically since it was done. We have identified agriculture, the lakefront, intermunicipal, interjurisdictional cooperation and coordination, transportation, the addendum to the original Comp Plan needs to be incorporated into the updated document. Other areas of focus are housing, fair housing community requirements. Senior issues is something that we have not looked at. If you look

at our demographics they will bear out that we are not typical of upstate New York, we have a lot of older people in our Town.

Supervisor Calabrese suggested that Subdivisions also be included, character and standards. Also suggested that the RFP include requirements for a survey to residents. This would give us an idea what the residents are thinking.

We are requesting proposals for professional services, there is no requirement for public bidding for a project like this, it would be a good idea to publish a legal notice, (all agreed) but this is not like bidding out a project. You are not required to choose the low bidder. Supervisor Calabrese is aware of several firms, some that we have worked with in the past, that would be possible candidates. It is suggested that we hold a pre-proposal meeting on March 12<sup>th</sup> and the RFP opening on March 26<sup>th</sup>. The pre-proposal meeting would be an opportunity for potential consultants to meet with us and ask any questions they may have. After the RFP opening, the Review Committee would review the proposals, interview candidates as necessary and hopefully the Town Board could approve a consultant late April or early May.

4. Other:

a. Moody Trail – Roger Vanderbrook of Clark Patterson Lee, stated that the bids for rehab of the bridges on the Moody Trail were opened January 8, 2008 and have been reviewed by Clark Patterson Lee. It is their recommendation that the bid be awarded to the low bidder, Slate Hill Constructors of Warners, NY in the amount of \$88,000. The lowest three bids were within \$500 of each other. References for Slate Hill Constructors were contacted and favorable recommendations were given.

Councilmember Adam-Anderson made a motion to award the bid for the Moody Hiking Trail Rehabilitation project to Slate Hill Constructors in the amount of \$88,000. Councilmember Lightfoote seconded the motion that carried unanimously. (4-0) (Councilmember Busch arrived later) **012-2008**

b. LL#1-2008 – Outdoor Wood Furnace Local Law – set public hearing  
On the motion by Councilmember Adam-Anderson, seconded by Councilmember Lightfoote, the following resolution was adopted to set a public hearing on Local Law #1, 2008. Motion carried unanimously. (5-0) **013-2008**

**RESOLUTION AUTHORIZING SCHEDULING OF PUBLIC HEARING FOR A PROPOSED LOCAL LAW ENTITLED, "A LOCAL LAW AMENDING CHAPTER 31 (ZONING) OF THE TOWN OF GORHAM MUNICIPAL CODE, TO INSERT REGULATIONS PERTAINING TO OUTDOOR WOOD FURNACES (AKA: OUTDOOR WOOD BOILERS OR OUTDOOR WOOD-FIRED HYDRONIC HEATING UNITS)"**

**WHEREAS**, the Town Board of the Town of Gorham, after due deliberation, finds it in the best interests of the Town to schedule a public hearing to solicit public comment upon a proposed Local Law entitled "A Local Law Amending Chapter 31 (Zoning) of the Town of Gorham Municipal Code, to Insert Regulations Pertaining to Outdoor Wood Furnaces (aka: Outdoor Wood Boilers or Outdoor Wood-Fired Hydronic Heating Units)" and

**WHEREAS**, the Town Board of the Town of Gorham has reviewed the draft of the aforementioned proposed Local Law, attached hereto as Exhibit "1", and deems it in the best interests of the Town of Gorham to proceed in accordance with the Code of the Town of Gorham and the Laws of the State of New York in adopting said Local Law,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Clerk be, and she hereby is, directed to schedule a public hearing to be held on Wednesday, February 13, 2008 at 7:30 p.m. at the Gorham Town Hall, 4736 South Street, Gorham, New York; and be it further

**RESOLVED**, that this local law is referred to the Town Planning Board for report thereon, in accordance with §31.7 B. of the Town Zoning Code; and be it further

**RESOLVED**, that the Town Clerk, be and hereby is, authorized to forward to the official newspapers of the Town a Notice of Public Hearing in the form substantially the same as that attached hereto as Exhibit "2"; and be it further

**RESOLVED**, that the Town Clerk be, and she hereby is, directed to post a copy of the proposed Local Law on the Town of Gorham sign board and take any and all other necessary actions to properly bring this Local Law before the Town Board of the Town of Gorham for its consideration.

c. Supervisor Calabrese informed the Board that a quote has been received to repaint the sign on the side of the restaurant. The Historical Society is working towards having the sign repainted to retain its historical significance. The estimate is \$860. Supervisor Calabrese asked if this Board would be willing to donate \$200 towards the cost of this project.

On the motion by Councilmember Lightfoote, seconded by Councilmember Busch, the Town Board agrees to donate \$200 to the Historical Society toward repainting of the sign on the side of the restaurant building. Motion carried unanimously. (5-0). **014-2008**

d. On the motion by Councilmember Glitch, seconded by Councilmember Busch, the Board adjourned to Executive Session to discuss a personnel matter. Motion carried unanimously. (5-0) **015-2008**

On the motion by Councilmember Busch, seconded by Councilmember Glitch, the Board returned to Regular Session. No action was taken in Executive Session. Motion carried unanimously. (5-0) **016-2008**

e. Reminders – hitching post for Town Hall parking area and bike rack; swings for Heritage Park

5. Privilege of the Floor: None requested.

6. Adjournment: On the motion of Councilmember Busch, the meeting was adjourned at 9:48 PM.

Respectfully submitted,

Nancy Hollenbeck  
Town Clerk