

**MINUTES
REGULAR MEETING
THE GORHAM TOWN BOARD
November 19, 2025 7:00pm**

The Gorham Town Board held a Regular Meeting on Wednesday November 19, 2025 at 7:00 pm at the Town Hall in Gorham, NY.

Present; Supervisor, Dale C. Stell

Councilmembers, Jake Chard, Phil Curtis, Brian Lazarus, Chrissy Watkins.

Town Officials in attendance; Chief Operator Water & Wastewater Districts Nate Bay, Code Enforcement Officer Jim Morse, Assessor Enza Mineo and Town Clerk Darby Perrotte.

Highway Superintendent Zach Eddinger was absent.

Residents & guests in person and via zoom.

The minutes are written as a summary of the main points that were made and are the official and permanent record of the actions taken by the Gorham Town Board. Remarks delivered during privilege of the floor and discussions are summarized and are not intended to be verbatim transcriptions.

The full zoom recording of the meeting is posted on the town website for viewing.

1. Call to Order/Pledge to the Flag

2. Privilege of the Floor –

Amanda Gibeau, Stanley-Hall-Gorham Ambulance, updated the Board on the activities of the Ambulance. Mrs. Gibeau provided a report on file in the Town Clerk's Office.

3. Approval of Minutes – 10/15/25 Regular & Public Hearing Meeting Minutes
10/30/25 Special Meeting Minutes

On the motion by Councilmember Curtis, seconded by Councilmember Watkins, the minutes were approved as submitted. The motion carried unanimously. 5-0

5 - Ayes – Stell, Chard, Curtis, Lazarus, Watkins

095-2025

4. Reports of Town Officials -

- A. Chief Operator Water/Wastewater Plants – written report on file.
- B. Highway Superintendent – written report on file.
- C. Zoning/Building Officer – written report on file.
- D. Assessor –written report on file.

- E. Town Clerk – written report on file.
- F. Town Supervisor – written report on file.

On the motion by Councilmember Chard, seconded by Councilmember Watkins, the Reports of Town Officials were approved as submitted. Motion carried unanimously. 5-0

5 - Ayes - Stell, Chard, Curtis, Lazarus, Watkins

096-2025

5. Audit of Bills -

Approval of Vouchers
Abstract #11

On the motion by Councilmember Chard, seconded by Councilmember Lazarus, Councilmembers had a question regarding 1 highway bill for sweatshirts.

The abstract of bills totaling \$819,063.38 was approved for payment pending clarification for the highway bill. Motion carried unanimously. 5-0

5 - Ayes - Stell, Chard, Curtis, Lazarus, Watkins

097-2025

6. Business –

a. Adopt Resolution Amending the Employee Handbook –

Councilmember Chard offered the following resolution and called for adoption. Seconded by Councilmember Watkins, the resolution was adopted unanimously. 5-0

5 - Ayes - Stell, Chard, Curtis, Lazarus, Watkins

098-2025

**TOWN OF GORHAM
RESOLUTION #19-2025**

**AMENDING THE EMPLOYEE HANDBOOK SECTIONS 380 HEALTH INSURANCE AND
390 DISABILITY INSURANCE**

WHEREAS, with the rising cost of health care insurance, the Town determined that it is necessary to amend both Section 380 Health Insurance and Section 390 Disability Insurance of the Employee Handbook; and

WHEREAS, updates were made to each section and those changes are reflected in red ink on the attached documentation; and

WHEREAS, a plan to review and update the entire Employee Handbook will be made and adopted in 2026; and

NOW THEREFORE BE IT RESOLVED, the attached amendments to the Employee Handbook are adopted.

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 November
19, 2025 by the following vote:

	<u>Aye</u>	<u>Nay</u>
Dale C. Stell	X_____	_____
Jake Chard	X_____	_____
Phil Curtis	X_____	_____
Brian Lazarus	X_____	_____
Chrissy Watkins	X_____	_____

b. Adopt Resolution to Submit Water/Sewer Relevy Amounts onto 2026 Tax Bills

Councilmember Chard offered the following resolution and called for adoption.
Seconded by Councilmember Curtis, the resolution was adopted unanimously. 5-0
5 - Ayes - Stell, Chard, Curtis, Lazarus, Watkins

099-2025

**TOWN OF GORHAM
RESOLUTION #20-2025**

**Resolution to Submit Unpaid Water and Wastewater District Charges to Ontario
County for Re-levy onto 2026 Tax Bill**

WHEREAS, There are numerous overdue Water District and/or Wastewater District charges
due to the Town of Gorham, and;

WHEREAS,: It is the policy of the Town to submit said charges to Ontario County to be
added to customers property tax bills for the following year that are overdue by more than 60
“sixty” days on November first of each year, then;

THEREFORE, The Gorham Town Board hereby directs the Town Supervisor to submit the
total overdue charges, including late charges, to the Ontario County Department of Real
Property Tax for the following amounts:

Water District Number One:	\$25,971.60
Gorham Wastewater District:	<u>\$28,882.50</u>
Total:	\$54,854.10

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 November
19, 2025 by the following vote:

<u>Aye</u>	<u>Nay</u>
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Dale C. Stell	X_____	_____
Jake Chard	X_____	_____
Phil Curtis	X_____	_____
Brian Lazarus	X_____	_____
Chrissy Watkins	X_____	_____

c. Adopt Resolution for Employee Extra Day Off at Holiday Time

Councilmember Chard offered the following resolution and called for adoption. Seconded by Councilmember Lazarus, the resolution was adopted unanimously. 5-0

5 - Ayes - Stell, Chard, Curtis, Lazarus, Watkins

100-2025

**TOWN OF GORHAM
RESOLUTION #21-2025
EXTRA DAY OFF AT HOLIDAY TIME**

Whereas: The Gorham Town Board has provided Town employees an extra day off during the holiday season for many years, and;

Whereas: The Board wishes to continue this tradition and;

Therefore: The Gorham Town Board directs that employees of the Town be allowed an extra day off to be used during the holiday season, and also;

Therefore: Employees shall work with their immediate Supervisor to schedule this day off on a day that will be advantageous to both the employee and the Town.

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 November 19, 2025 by the following vote:

	<u>Aye</u>	<u>Nay</u>
Dale C. Stell	X_____	_____
Jake Chard	X_____	_____
Phil Curtis	X_____	_____
Brian Lazarus	X_____	_____
Chrissy Watkins	X_____	_____

d. Adopt Resolution Appointing Health Officer –

Councilmember Chard offered the following resolution and called for adoption. Seconded by Councilmember Lazarus, the resolution was adopted unanimously. 5-0

**TOWN OF GORHAM
RESOLUTION #22-2025
APPOINT KATE OTT, RN AS HEALTH OFFICER**

Whereas, The Town of Gorham has been contracting with Ontario County for the services of County Health Officer Kate Ott, RN As Local Health Officer; and,

Whereas, This arrangement has worked well in the past; and is still available for a term of four years; and,

Whereas, There is no direct cost to the Town;

Therefore, The Gorham Town Board hereby approves the appointment of Kate Ott, RN as Local Health Officer for the period of January 1st, 2026 through December 31st of 2029.

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 November 19, 2025 by the following vote:

	<u>Aye</u>	<u>Nay</u>
Dale C. Stell	X_____	_____
Jake Chard	X_____	_____
Phil Curtis	X_____	_____
Brian Lazarus	X_____	_____
Chrissy Watkins	X_____	_____

e. Budget Transfers -

On the motion by Councilmember Watkins, seconded by Councilmember Chard, the following budget transfers were approved. The motion carried unanimously. 5-0

5 - Ayes - Stell, Chard, Curtis, Lazarus, Watkins

To:	Amount	From:	Amount	From	Amount
A1110.1	\$ 2,568.00	A1110.2	\$ 500.00	A1110.4	\$ 1,568.00
A1310.4	\$ 7,454.00	A1990.4	\$ 7,454.00		
A1355.4	\$ 3,578.00	A1355.2	\$ 3,578.00		
A1420.4	\$ 16,000.00	A1410.12	\$ 12,000.00	A1620.2	\$ 4,000.00
A1430.4	\$ 1,000.00	A1910.4	\$ 1,000.00		
A1440.4	\$ 19,000.00	A1430.1	\$ 19,000.00		
A1620.4	\$ 6,000.00	A1620.2	\$ 6,000.00		
A7110.1	\$ 500.00	A7410.2	\$ 500.00		
A1670.4	\$ 597.00	A1990.4	\$ 597.00		
A3310.4	\$ 12,000.00	A9050.8	\$ 8,000.00	A7410.2	\$ 4,000.00
A8090.4	\$ 1,500.00	A1990.4	\$ 1,500.00		
A8160.1	\$ 4,000.00	A8710.1	\$ 4,000.00		
A9010.8	\$ 32,491.00	A5132.2	\$ 32,491.00		
A9055.8	\$ 449.00	A1990.4	\$ 449.00		
B1420.4	\$ 980.00	B1440.4	\$ 980.00		
B9030.8	\$ 2,500.00	B8010.2	\$ 2,500.00		
B9060.8	\$ 13,600.00	B8020.4	\$ 5,600.00	B1440.4	\$ 8,000.00
DB5142.4	\$ 30,000.00	DB5142.1	\$ 30,000.00		
DB9060.8	\$ 36,500.00	DB5110.4	\$ 36,500.00		
SS8110.1	\$ 1,185.00	SS1990.4	\$ 1,185.00		
SS8110.12	\$ 392.00	SS1990.4	\$ 392.00		
SS8130.1	\$ 11,480.00	SS8130.12	\$ 10,831.00	SS1990.4	\$ 649.00
SS8110.4	\$ 13,546.00	SS1990.4	\$ 1,182.00	SS8120.4	\$ 3,000.00
SS9730.6	\$ 4,241.00	SS8120.2	\$ 4,241.00	SS8130.4	\$ 9,364.00
SS9730.7	\$ 7,789.00	SS9060.8	\$ 7,789.00		
SW1-8310.12	\$ 465.00	SW1-8310.2	\$ 465.00		
SW1-8340.1	\$ 120,000.00	SW1-9730.7	\$ 120,000.00		
SW1-8310.4	\$ 13,000.00	SW1-9730.6	\$ 13,000.00		
SW1-8320.4	\$ 2,100.00	SW1-9730.6	\$ 2,100.00		
SW1-8340.2	\$ 7,000.00	SW1-9730.6	\$ 7,000.00		
SW1-8340.4	\$ 30,000.00	SW1-9730.6	\$ 30,000.00		
SW1-9030.8	\$ 6,000.00	SW1-9730.6	\$ 6,000.00		
SW1-9060.8	\$ 12,200.00	SW1-9730.6	\$ 12,200.00		

- f. Approve Quote for an Additional Security Camera at the Highway Department Salt Barn -

On the motion by Councilmember Chard, seconded by Councilmember Watkins, to approve the quote from Covert Security Inc., for an additional, completely installed, camera to be placed at the Salt Barn for the amount of \$2,320.00. The motion carried unanimously. 5-0

5 - Ayes - Stell, Chard, Curtis, Lazarus, Watkins

103-2025

- g. Approve Increase to DB Budget with Revenue from Sales Tax –

On the motion by Councilmember Chard, seconded by Councilmember Watkins, to approve increasing the following expense lines. \$120,000 to cover additional expenses in line DB5112.2, \$30,000 to cover additional retirement in line DB9010.8, \$100,000 to cover truck expense in line DB5130.2. The motion carried unanimously. 5-0

5 - Ayes - Stell, Chard, Curtis, Lazarus, Watkins

104-2025

- h. Approve Creating a Capital Fund for Easton Park Renovations -

On the motion by Councilmember Chard, seconded by Councilmember Watkins, to approve creating Capital Fund H9 for Easton Park Renovations. All money and expenses will be tracked through the fund. Motion carried unanimously. 5-0

5 - Ayes - Stell, Chard, Curtis, Lazarus, Watkins

105-2025

- i. Adopt 2026 Town Budget –

On the motion by Councilmember Chard, seconded by Councilmember Curtis, the Board adopted the 2026 Town Budget and Special Districts. Motion carried unanimously. 5-0

5 - Ayes - Stell, Chard, Curtis, Lazarus, Watkins

106-2025

7. Set Next Meeting Date –The next regular Board Meeting will be held on Wednesday December 17, 2025 at 7:00pm at the Gorham Town Hall

8. Privilege of the Floor –

9. Adjournment – with no further business, on the motion by Councilmember Chard, seconded by Councilmember Lazarus, the meeting was adjourned at 7:48 pm pm. The motion carried unanimously. 5-0

5 - Ayes – Stell, Chard, Curtis, Lazarus, Watkins

107-2025

Respectfully Submitted,

Darby L. Perrotte
Town Clerk