**TOWN OF STAFFORD TOWN BOARD MEETING**

**JUNE 9, 2025 DRAFT**

The Regular Stafford Town Board Meeting was called to order at 7:30pm on Monday, June 9, 2025 by Supervisor Robert Clement leading the Pledge of Allegiance The following were present: Councilman Panek, Councilman Young, Councilman Duyssen , Councilman Pacer, Highway Superintendent Boldt and Town Clerk Radley.

Others in attendance : Brooks Hawley, Janet Ward from Catalyze Solar, Gene Sinclair, Cathy Worthington, Camryn Brookhart, Sandy Swanson, Charlie Giacchino, Andrew Darling, Tony Prinz.

Councilman Duyssen made a motion to accept the Financial Report second by Councilman Pacer and approved on a 5-0 vote.

Councilman Panek made a motion to accept the May 12, 2025 Town Board meeting minutes, second by Councilman Duyssen and approved on a 5-0 vote.

Councilman Pacer made a motion to approve the Fire Department Report, second by Councilman Duyssen and approved on a 5-0 vote.

Your Stafford volunteer fire department has answered 13 calls in the month of May Included were many EMS calls, 2 structure fire, 1 MVA, and a few miscellaneous fire service calls for assistance.

The department members also completed 44 man hours of training in the month of May topics Included:

EMS skills, pump operations for drivers.

We are accepting applications to join the fire department.

Please Stop by any Monday night from 6:30-9:00pm and talk to a fire fighter, EMT, fire police

Councilman Young made a motion to approve the Code/Zoning Report, second by Councilman Pacer and approved on a 5-0 vote.



Councilman Young made a motion to approve the Assessor’s Report, second by Councilman Duyssen and approved on a 5-0 vote.

June 9, 2025 REPORT FROM ASSESSOR

June 3rd was Grievance Day, and there was 1 person who attended.

I’m still in the process of reviewing every property for the 2026 reassessment.

Councilman Pacer made a motion to approve Resolution 36, Authorizing the Assessor to undertake reassessment in 2026, second by Councilman Young and approved on a 5-0 vote.

RESOLUTION 36 DATED: JUNE 9, 2025

Resolution authorizing the Assessor of the Town of Stafford to undertake and implement a reassessment for the 2026 assessment roll

Motion by Councilman Pacer

Seconded by Councilman Young

 WHEREAS, Section 305 of the New York State Real Property Tax Law mandates uniform and equitable assessments, and

 WHEREAS, computer-assisted mass appraisal systems, technical advice and financial assistance are available by cooperative agreement with the New York State Office of Real Property Services and the Monroe County Real Property Tax Services Agency; and

 WHEREAS, the last town-wide reassessment of Stafford real property took place in 2022 and

 NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of Stafford as follows:

SECTION 1. That the Assessor of the Town of Stafford is hereby authorized to undertake and implement a reassessment for the 2026 assessment roll.

SECTION 2. That the Town Board does hereby agree, in conjunction with the New York Real Property Services and Monroe County Real Property Tax Services Agency, to support the Town’s assessment staff in this reassessment.

SECTION 3. That the Town Board and the Assessor are authorized to enter into any necessary agreements to achieve this purpose. Any agreements resulting in expenditure by the Town of Riga must first be approved by the Town Board. Any agreement with a private contractor to provide services for this reassessment shall be entered into only upon review by the Attorney for the Town, the Assessor and a representative from the Office of Real Property Services.

Approved on a 5-0 vote.

Councilman Young made a motion to approve Resolution 37 Authorizing the Supervisor to sign the Memorandum of Understanding with Real Property for 2026, second by Councilman Duyssen and approved on Roll Call vote.

Councilman Panek Yes

Councilman Young Yes

Councilman Duyssen Yes

Councilman Pacer Yes

Supervisor Clement Yes

RESOLUTION 37 DATED: JUNE 9, 2025

Resolution authorizing the Supervisor to sign the Memorandum of Understanding with the Batavia Office of Real Property Services for the 2026 update

Motion by Councilman Young

Seconded by Councilman Duyssen

 RESOLVED that the Town Board authorize the Supervisor to sign the Memorandum of Understanding, with the Batavia Office of Real Property Services, for the 2026 update, after review and approval of the Attorney for the Town.

VOTE:

 Councilman Panek Yes

 Councilman Young Yes

 Councilman Duyssen Yes

 Councilman Pacer Yes

 Supervisor Clement Yes

 ABSENT: 0

Councilman Young made a motion to adjourn to Executive Session at 7:39pm for purposes of discussing personnel and invited Gene Sinclair Highway Superintendent Boldt and Town Clerk Radley, second by Councilman Pacer and approved on a 5-0 vote.

The regular meeting resumed at 8:28 pm.

Councilman Young made a motion to accept Resolution 39 Appoint Gene Sinclair as Zoning Enforcement Officer, second by Councilman Pacer and approved on a Roll Call vote.

Councilman Panek Yes

Councilman Young Yes

Councilman Duyssen Yes

Councilman Pacer Yes

Supervisor Clement Yes

RESOLUTION 39 DATED: JUNE 9, 2025

APPOINT GENE SINCLAIR AS A TEMPORARY ZONING ENFORCEMENT OFFICER FROM JUNE 9, 2025 TO DECEMBER 31 2025

WHEREAS the Town of Stafford has no Zoning Enforcement Officer and,

WHEREAS Gene Sinclair is now the Code Enforcement Officer and qualified to perform the duties of Zoning Enforcement Officer and

WHEREAS the salary for this position from June 9, 2025 until December 31, 2025 is budgeted for $6,750.00

THEREFORE, the Town of Stafford shall name Gene Sinclair as Zoning Enforcement Officer at a rate of $6,750.00 for the dates of June 9, 2025 until December 31, 2025 or until a qualified Zoning Enforcement Officer shall be hired and works 16 office hours per week.

Offered by: Councilman Young

Second by: Councilman Pacer

ROLL CALL VOTE:

Councilman Panek Yes

Councilman Young Yes

Councilman Duyssen Yes

Councilman Pacer Yes

Supervisor Clement Yes

Councilman Duyssen made a motion to approve Resolution 40 Accepting Planning Board Member resignation and appointing Full-Time member, second by Councilman Panek and approved on a 5-0 vote.

RESOLUTION 40 DATED: JUNE 9, 2025

ACCEPTING PLANNING BOARD RESIGNATION, APPOINTING FULL-TIME MEMBER AND ADVERTISE FOR ALTERNATE MEMBER

WHEREAS Planning Board Chairman Bill VanAlst has written a letter stating that Planning Board Member Paul Tenney has resigned his position and,

WHEREAS this resignation has created an open position on the Planning Board and

WHEREAS Alternate member Lucas Torrey has expressed interest in becoming a Full-Time Planning Board member to complete Paul Tenney’s term and,

WHEREAS there is an open Alternate Planning Board member that needs to be filled. Advertising for the Alternate Planning Board position is necessary.

THEREFORE, the Stafford Town Board accepts Paul Tenney’s resignation with deep regret and approves the appointment of Lucas Torrey to the Full-Time Planning Board position. The Stafford Town Board also authorizes the Town Clerk to advertise an Alternate to the Planning Board.

Offered by: Councilman Duyssen

Second by: Councilman Panek

Approved on a 5-0 vote.

Councilman Young made a motion approve Resolution 41 to hold a joint Public Hearing for Genesee 5 & 6 on July 28, 2025at 7:00pm and 7:30pm, second by Councilman Panek and approved on a 5-0 vote.

RESOLUTION 41 DATED: June 9, 2025

TOWN OF STAFFORD

RESOLUTION AUTHORIZING JOINT PUBLIC HEARINGS REGARDING THE SITE PLANS FOR AND ISSUANCE OF A SPECIAL USE PERMIT FOR GENESEE CDG 6 & GENESEE CDG 6 SOLAR PROJECTS

Adopted: June 9, 2025

WHEREAS The Town Board of the Town of Stafford met at a regular board meeting at the Town Hall of the Town of Stafford located at 8903 Route 237, Stafford, New York on the 9th day of June, 2025, commencing at 7:30 P.M., at which time and place the following members were:

Present: Supervisor Robert Clement

 Councilmember Ronald Panek

Councilmember Terry Young

Councilmember James Duyssen

Councilmember Robert Pacer

Absent: 0

WHEREAS, all Town Board Members, having due notice of said meeting, and that pursuant to Section 104 of the Public Officers Law (Public Meetings Law), said meeting was open to the general public and due and proper notice of the time and place whereof was given as required by law; and

WHEREAS the Town Board of the Town of Stafford received applications for special use permits for Genesee CDG 5 and Genesee CDG 6 Solar Projects on December 7, 2023; and

WHEREAS, the Developer has been working with both the Planning Board and the Town Board in order to meet the requirements for site plan review, as well as the issuance of special use permits, as set out in Section 143(7)(B) of the Town Code of the Town of Stafford; and

WHEREAS the Town Board adopted a resolution on June 4, 2025 to set a public hearing regarding the issuance of special use permits for both Genesee CDG 5 and Genesee CDG 6 Solar Projects;

WHEREAS the Town Board now finds it is appropriate and in the best interest of the Town to hold two public hearings on the same evening, each to be conducted jointly by the Town Board and Planning Board, with a hearing dedicated to the site plans and special use permit for each project.

NOW ON MOTION OF Councilman Young which has been duly seconded by Councilman Panek, be it

 RESOLVED, by the Town Board of the Town of Stafford that the previously scheduled single public hearing regarding the issuance of a special use permit for Genesee CDG 5 and Genesee CDG 6 Solar Projects will be modified; and be it further

RESOLVED, by the Town Board of the Town of Stafford, that they will hold a joint public hearing with the Planning Board so that: (1) the Planning Board may consider the site plans for Genesee CDG 5, and (2) the Town Board can consider the issuance of a special use permit to Genesee CDG 5, and (3) the Town Board can make a determination of environmental significance regarding Genesee CDG 5 on the 28th day of July, 2025 at 7:00 P.M., at which time all interested parties and citizens for or against the issuance of such Special Use Permit will be heard; and be it further

RESOLVED, by the Town Board of the Town of Stafford, that they will hold a joint public hearing with the Planning Board to consider: (1) the Planning Board may consider the site plans for Genesee CDG 6, and (2) the Town Board can consider the issuance of a special use permit to Genesee CDG 6, and (3) the Town Board can make a determination of environmental significance regarding Genesee CDG 6 on the 28th day of July, 2025 at 7:30 P.M., at which time all interested parties and citizens for or against the issuance of such special use permit will be heard; and be it further

 RESOLVED, by the Town Board of the Town of Stafford that the Town Clerk is hereby directed to place a Notice of Public Hearing on the Town Notice Board, to post a Notice on the Town Website, and to publish a Notice of Public Hearing in the Town of Stafford’s Official Newspaper.

 Ayes: 5

Nays: 0

Absent/Abstain: 0

Quorum Present: Yes X

Dated: June 9, 2025 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Barbara Radley, Clerk

 [SEAL] Town of Stafford

There was a discussion about Water District #14 and the need to write a letter to the Town of Batavia to allow Water District #14 to obtain water from Bethany Water District #5 which comes from the Town of Batavia. The Town Board asked the Town Clerk to compose the letter to the Town of Batavia for Water District #14 to obtain water from the Town of Bethany.

Cathy Worthington spoke about Water District #12, is it done yet? It is in the final stages but not completed yet. The Financial Statement is not read at the meeting; will she be able to get a copy? The Camoin Study was discussed at the Public Workshop; will she be able to obtain a copy? Yes, after the Public Hearing in July. The Assessor will reassess in 2026, not in 2025 because the equalization rate is not at 100%.

Councilman Duyssen made a motion to pay Abstract #6 General Fund in the amount $47,404.86, second by Councilman and approved on a 5-0 vote

Councilman Duyssen made a motion to pay Abstract #6 Highway Fund in the amount $153,825.83, second by Councilman and approved on a 5-0 vote.

Councilman Duyssen made a motion to pay Abstract #6 Capital Fund in the amount $56,188.06, second by Councilman and approved on a 5-0 vote.

Town Board Comments: Councilman Young reported that the Playground is complete, all dangerous pieces were replaced with the ARPA Funds, also new concrete in the Small Pavilion has been replaced and new posts for the pavilion are installed because the old ones were rotted. The Highway Department fixed the posts and a young man painted the posts with community service points for graduation. Recreation starts on June 30 and all is set and ready for them, we are expecting many children to participate.

Councilman Panek was asking about the County taking over Building and Codes; the County has been talking about taking over all the Towns for Code, not Zoning. This will have to be looked into by contacting Brooks Hawley who had to leave before this was discussed. Also discussed was the Medicaid Funding by New York State, Matt Landers was talking about this and how it would affect our overall taxes. This also will be investigated.

Town Clerk Radley asked about an email she received from Matt Landers, County Manager; this was telling all Towns that there is the availability of a grant totaling $75,000.00 for various uses. The only use for the Town of Stafford would be for trails or parks. Our Town Parks are doing well with the money we received from the ARPA Funds; trails are the best option at this point. A walking trail behind the Town Hall was mentioned to alleviate the hazard of people walking on the parking lot presently. Another consideration would be the Greenspan area and enhancing the trail system there. This will be looked into further.

Andrew Darling was asking about the date for the Taste of Stafford, typically it would occur on a Thursday; since court is on Thursday now, would it be acceptable to have this on a Wednesday night? Yes, that would be fine.

Charlie Giacchino asked about the Fire Department report, it was mentioned that we receive the fire Matic report monthly but not the financial anymore, why not? It was explained that the change in leadership and Treasurer is why and we will look into this matter. He also asked that the reports be posted on the website.

Councilman Panek made a motion to adjourn at 9:04pm, second by Councilman Young and approved on a 5-0 vote.

Respectfully Submitted

Barbara Radley

Town Clerk