

**MINUTES
REGULAR MEETING
THE GORHAM TOWN BOARD
December 17, 2025 7:00pm**

The Gorham Town Board held a Regular Meeting on Wednesday December 17, 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.

Debbie North, County Road 18 resident, commended the Highway Superintendent elect, Brandon Ayers, for stepping up and fulfilling his role as Deputy.

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

108-2025

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

109-2025

5. Audit of Bills -

Approval of Vouchers
Abstract #12

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 \$569,432.68 was approved for payment pending clarification for the highway bill. Motion carried unanimously. 5-0

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

110-2025

6. Business –

a. Adopt Resolution Appointing Clerk to the Assessor

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

111-2025

**TOWN OF GORHAM
RESOLUTION #23-2025
APPOINTING CLERK TO THE ASSESSOR
Appointment of Sarah Mitchell
Town of Gorham Clerk to the Assessor**

WHEREAS, To address the vacancy in the role of Clerk to the Assessor; and

WHEREAS, The Gorham Town Board in conjunction with the Assessor for the Town of Gorham and following a process that meets our standards as an equal opportunity employer; and

NOW THEREFORE BE IT RESOLVED, The Gorham Town Board hereby moves to hire Sarah Mitchell for the position of Clerk to the Assessor for an annual salary of \$22,000.

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 December 17, 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 Memorandum of Understanding with Canandaigua Lake Watershed and the City of Canandaigua

On the motion by Councilmember Chard, seconded by Councilmember Watkins, the Town Board authorizes the Town Supervisor to sign the following MOU. Motion carried unanimously.
5-0

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

112-2025

Memorandum of Understanding Between the Town of Gorham and the Canandaigua Lake Watershed Council and the City of Canandaigua

THIS Memorandum of Understanding, by and between the following:

Town of Gorham, located at 4736 South Street, Gorham, NY 14461, and

Canandaigua Lake Watershed Council, located at 205 Saltonstall St., Canandaigua, NY 14424, and

City of Canandaigua, located at 2 North Main St., Canandaigua, NY 14424

WHEREAS, the Town of Gorham has entered into an agreement, hereinafter referred to as "C1003098", with the New York State Department of State (hereinafter referred to as "DOS") in the amount of \$ 112,500.00 with a required cost match of \$ 37,500.00 under the Local Waterfront Revitalization Program for the purpose of implementing the Town of Gorham Water Quality and Flood Resiliency Strategic Plan (herein after referred to as the Flood Resiliency Plan); and

WHEREAS, the Flood Resiliency Plan is a collaborative effort between the Town of Gorham and the Canandaigua Lake Watershed Council (herein after referred to as "CLWC") to reduce pollutant loading into Canandaigua Lake and to build flood resiliency against the impacts of high intensity storms through a strategic plan that utilizes a comprehensive, nature-based approach; and

WHEREAS, the CLWC will provide services to the Town of Gorham including technical research and assistance for drainage areas, identifying peak flow rates and upland water quality flood resiliency areas as well as providing the grant administration as required by DOS; and

WHEREAS, the City of Canandaigua and CLWC have an agreement for services and the City of Canandaigua has non-discretionary ability to provide invoices on behalf of CLWC for billing purposes; and

WHEREAS, a Memorandum of Understanding is necessary to affirm the intention of the three entities to participate in the implementation of this Flood Resiliency Plan; and

WHEREAS, this Agreement will become effective upon the date last signed and executed by the duly authorized representatives of the parties of this MOU, as authorized by the governing bodies of the respective parties, and shall remain in full force and effect until modified or terminated by the parties by mutual consent;

NOW, THEREFORE, in consideration of the foregoing, the Town of Gorham, the Canandaigua Lake Watershed Council, and the City of Canandaigua agree as follows:

1. The Town of Gorham hereby affirms its intention to work with the CLWC and DOS to advance implementation of the project work plan in contract C1003098 which is appended to this agreement.

2. The Town of Gorham and the CLWC agree to comply with all applicable terms and conditions contained in the Agreement between the Town of Gorham and DOS, which is appended to this agreement. In the event of a conflict between this agreement and the State assistance agreement, the terms of the State assistance agreement shall control.
3. State funding is reimbursement based. The Town of Gorham will provide invoices and any other necessary documentation to the CLWC for submission to DOS for reimbursement. The Town of Gorham will work with the CLWC to develop the reimbursement requests.
4. The CLWC, with assistance from the Town of Gorham, will provide a quarterly written report on progress to DOS on work program tasks, deliverables, and documentation of all expenditures and matching contributions, in a format acceptable for DOS reimbursement.

IN WITNESS WHEREOF, this Memorandum of Understanding has been executed by the duly authorized officer of the respective parties.

c. Motion to Allow the Library to Utilize Space in the Library building previously occupied by the Historical Society

On the motion by Councilmember seconded by Councilmember Watkins, authorize the Library to utilize space in the building formerly occupied by the Historical Society. Motion carried unanimously. 5-0

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

113-2025

d. Establish an Ambulance District for the Stanley Hall Gorham Ambulance

On the motion by Councilmember Chard, seconded by Councilmember Curtis, to allow the town lawyer to start the process of establishing an ambulance district in Gorham for the Stanley Hall Gorham Ambulance. The motion carried unanimously. 5-0

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

114-2025

e. Budget Transfers -

On the motion by Councilmember Watkins, seconded by Councilmember Chard, the following budget transfers were approved; \$500.00 from A1355.2 to A1355.4, \$2,500.00 from A1620.1 to A1430.1, \$4,900.00 from A3510.4 to A8090.41, \$6,000.00 from DB5130.4 to DB 9060.8, \$1,800.00 from SS9030.8 to SS8110.4, \$200.00 from SS8130.2 to SS8120.4, \$1,000.00 from SW19010.8 to SW18310.4. The motion carried unanimously. 5-0

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

115-2025

7. Set Next Meeting Date –The next Town Board Meeting, the annual Organizational Meeting followed by a Regular Meeting, will be held on Wednesday January 21, 2026 at 7:00pm at the Gorham Town Hall.

8. Privilege of the Floor –

Barb Frank, Goose Street resident, commented on the Ag & Markets law in regards to the intent of our town zoning laws. Ms. Frank also recommended the need for more education to residents in regards to recycling. The number of recycle loads has not increased over the years.

Discussion was held with residents regarding the proposed ambulance district to be established in Gorham.

9. Executive Session –

On the motion by Councilmember Chard, seconded by Councilmember Watkins, the Board entered into executive session at 7:50pm to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

On the motion by Councilmember Chard, seconded by Councilmember Lazarus the Board returned to regular session at 9:01pm. No action was taken in executive session. The motions carried unanimously. 5-0

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

116-2025

On the motion by Councilmember Curtis, seconded by Councilmember Chard, the Board approved increasing the Water/Wastewater Chief Operator salary to \$123,500.00 and to increase the Highway Superintendent salary to \$85,000.00.

The motion carried unanimously. 5-0

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

117-2025

10. Adjournment – with no further business, on the motion by Councilmember Chard, seconded by Councilmember Lazarus, the meeting was adjourned at 9:04pmpm. The motion carried unanimously. 5-0

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

118-2025

Respectfully Submitted,

Darby L. Perrotte
Town Clerk