

**PRESENT:** Supervisor Reiter; Councilmembers Bax, Marra, Palmer; Deputy Sup. Catlin; WWTP Chief Oper. Lockhart; Building Inspector Masters; Town Attorneys Dowd and Gabriele; Engineer Smith; Director of Finance Johnson; 20 residents; 3 Press and Clerk Donna Garfinkel

Supervisor opened Worksession at 6:00 p.m. followed by the Pledge of Allegiance and a moment of silent reflection.

Reiter asked for any additions to the agenda.

Bax requested fund transfers, Palmer requested a Police update, and Reiter requested grant application funding and the appointment of a new Board member.

**Palmer MOVED to approve agenda as amended, Seconded by Bax, and Carried 4 – 0.**

Johnson requested the addition of payment on a voucher for the roof.

**Palmer MOVED to amend agenda to include Johnson's addition, Seconded by Bax and Carried 4 – 0.**

*Approval of Abstract*

**Marra MOVED to approve the Regular Abstract of Claims numbered 85 to 417 and recommend payment in the amount of \$275,389.25, plus a Post Audit of \$112,924.86, Seconded by Bax and Carried 4 – 0.**

*Rezoning Application – Proposed Customs / Border Patrol Site*

A letter from Mark Partners has been received requesting the Rezoning of 12.2 acres at 1098 Upper Mountain Road for the site of a new Customs and Border Patrol 50-Agent Station to serve the Niagara Falls Region.

**Palmer MOVED to forward the Customs / Border Patrol Site Rezoning request to the Planning Board for their determination, Seconded by Bax and Carried 4 – 0.**

*Appointment Town Board Member*

Palmer said members of the Town Board conducted several interviews with candidates wishing to fill the vacancy on the Town Board.

**Palmer MOVED to appoint Ronald Winkley as Town Board member, Seconded by Marra**

Palmer said Winkley has a career dedicated to public service. The seat is temporary till the November election. Winkley has a proven record of serving the entire community and would be a great addition to the Town Council.

Marra worked with Winkley as the Police Chief, and a fellow Village Trustee. A finer public servant you wouldn't find, and a sincere commitment in caring about Lewiston and will be proud to serve with him.

Bax is looking forward to working with Winkley. He will make a great addition to the team.

**Carried 4 - 0**

*Town Board Liaison Appointment*

**Reiter MOVED to appoint Ronald Winkley as Town Board Liaison to Engineering, Fire Bureau and Haz-Mat, Seconded by Bax and Carried 4 – 0.**

*Appointment to Tower / Wind Energy Research Committee*

Reiter said an appointment made to the Committee has resigned. John Sharpe applied but Reiter feels that since Sharpe works in the engineering office, he considers him an ex-officio member to this Committee.

**Reiter MOVED to appoint Ernest Krell to the Tower / Wind Energy Research Committee, Seconded by Marra and Carried 4 – 0.**

*Advertisement/Membership Directory – Lower Niagara River Region Chamber of Commerce*

**Palmer MOVED to advertise, a full-page ad in the Lower Niagara River Region Chamber of Commerce membership directory at a cost of \$255, funds from B-7550-0400, Celebrations, Seconded by Marra and Carried 4 – 0.**

*Pump Station Upgrade / Enroll In Energy Curtailment Program*

Bax said the Pump Station Liquid Level Controller Upgrade is an upgrade to new technology for the Village of Lewiston Pump Station. Dollars will be expended to allow Koester Associates to come and perform the upgrades, while Town staff oversees, so they can upgrade other pump stations.

**Bax MOVED to authorize the expense, up to \$3,600, funds from SS2-8120-400, to Koester Associates, Inc., Seconded by Palmer and Carried 4 – 0.**

In regards to the Energy Curtailment Program, Lockhart is asking for authorization for the Supervisor to enter into an agreement with Virtual Energy LLC to participate in the program. This has the potential for revenue of approximately \$2,500/year for the energy generated by the diesel generators at the WWTP.

**Bax MOVED to authorize the Supervisor to sign an agreement to enter into the Energy Curtailment Program, Seconded by Marra and Carrie 4 – 0.**

*Fund Transfers*

Fund transfers requested to fund Junior Accountant and Budget Officer.

**Bax MOVED to transfer \$6,304.14 from A-1990.0400 to A-9060.0800; \$8,593.86 from A-1990.0400 to A-9010.0800; \$4,843.81 from A-1990.0400 to A-9030.0800; \$1,132.83 from A-1990.0400 to A-9020.0800; \$7,454.00 from A-1990.0400 to A-1310.0100; \$37,000 from A-1990.0400 to A-1310-0100.0001 for a total of \$65,328.64 out of Contingency, Seconded by Marra and Carried 4 – 0.**

Fund transfers requested to fund Supervisors Confidential Secretary.

**Bax MOVED to transfer \$2,217 from A-1220.0400 to A-1220.0100; \$243.87 from A-1220.0400 to A-9010.0800; \$32.15 from A-1220.0400 to A-9020.0800; \$137.85 from A-1220.0400 to A-9030.0800 for a total of \$2,630.87 out of Supervisor Contractual, Seconded by Marra and Carried 4 – 0.**

*Holiday Schedule*

A letter from Personnel Committee members Brandon and Cich received requesting the Christmas holiday be designated as Friday, December 24<sup>th</sup> and Monday, December 27<sup>th</sup>.

**Bax MOVED to designate Christmas holiday December 24<sup>th</sup> and 27<sup>th</sup>, Seconded by Palmer and Carried 4 – 0.**

*Grant – Solar and Wind Energy*

Reiter updated the Board on several opportunities the Town has to receive NYSERDA grants, up to \$500,000 in energy, such as solar and wind energy. They are non-matching grants, and awarded on a point system.

Part of the point system requirement, is membership in organizations. Reiter requests authorization to forward \$650 to one organization and \$150 to another. Reiter will be meeting with Solar Liberty and Wind Energy on February 9<sup>th</sup>, at 2:00 p.m. at the Town Hall. They will provide the application for the grant at no cost to the Town. Reiter invited anyone interested to attend.

**Palmer MOVED to authorize the expenditure, up to \$1,000, for membership in necessary organizations to improve the Town's chance in receiving the NYSERDA Grant - funds from A-1220.0400 – Supervisor Contractual, Seconded by Marra and Carried 4 – 0.**

The grant will work toward having solar panels at the Town Hall, Highway Garage and Senior Center.

*Pletcher / Creek Subdivision – Metzger Civil Engineering, PLLC*

Attorney Dowd said Engineer Lannon has signed the necessary Mylar's for the 11-lot subdivision, so it is appropriate for the Supervisor to sign and return to the developer.

**Bax MOVED to authorize the Supervisor to sign the Metzger Civil Engineering 11-lot subdivision Final Plat Mylar's, Seconded by Marra and Carried 4 – 0.**

*Parks Department Issues*

Marra updated the Board on the bid opening of February 5th for the Dog Park fencing. Eleven bids were received, with Fox Fence and Davidson Fence submitting the lowest.

Dashineau and the “dog owners group” recommend Fox Fence. Fox Fence has done work for the Town, and Dashineau is comfortable with their work.

Two bid advertisements were in the Gazette. The first was incorrect due to wrong addition on amount of fence needed. Two days later, an addendum was advertised. The sketch of the proposed park never changed. The corrected bid advertisement was forwarded to any bidder that contacted the Town from the first ad.

**Marra MOVED to award the bid to Fox Fence in the amount of \$32,437, from account H-99, for a 1.5 acre dog park at the Lewiston Plateau, as land was designated by the Village of Lewiston, Seconded by Palmer**

Director of Finance Johnson feels improvements to Town parks should be presented to the Greenway Committee for consideration.

**Marra withdrew the motion**

Marra updated the Board on the Colonial Village Park shelter improvements.

Masters prepared a report on necessary repairs to the shelter. There are broken boards, rotted posts, electrical problems etc..... These need to be addressed by the Town.

Reiter requests the opportunity to ask Deputy Highway Superintendent Payne if the repairs can be done by the Highway Dept.

Marra and Dashineau have been working on Washuta Park bathroom proposals. The proposal is for a pre-fabricated building to house men and women bathrooms and a small storage concession area. Six proposals have been received.

Top three final construction proposal prices are: RomTec - \$55,227.60; Unicon - \$51,250.00; Hy-Grade Precast Concrete Products, Inc. - \$26,876.00.

RomTec and Unicon bids are higher because of the high cost of shipping the building from their location and Hy-Grade is located locally.

Marra suggested this be presented to the Greenway Committee for consideration.

Dashineau said the building will need to be placed on a foundation, which is not included in the price. All building codes will be followed and are ADA approved.

#### *Saddlewood Lights*

Palmer has tried to contact the Chairman of the Lighting Committee to no avail. Palmer will report back in March.

#### *Police Department / Hirees*

Palmer said the Police Commission conducted interviews for additional Police Officers.

**Palmer MOVED to hire Jonathan Ripson as a Full-Time Police Officer, Seconded by Bax and Carried 4 – 0.**

**Palmer MOVED to hire Alan Gansworth as a Part-Time Police Officer, Seconded by Marra and Carried 4 – 0.**

Late in December the Board authorized Police Chief Salada to solicit bids for necessities at the new police building located on Creek Road. A generator is needed. This will allow the department to function 24-hours a day. Three bids have been received but Chief Salad is not asking for action at this time.

Bids have been received for carpeting and interior wall removal.

#### *Electrical Inspectors*

Masters held four interviews with interested electrical inspector applicants. A brief synopsis of each interview was distributed to the Board.

Reiter asked Board members to review and discuss with Masters.

#### *Senior Center – Disposal of Computers*

The Senior Center received second-hand computers approximately five-years ago and requests they be disposed.

**Marra MOVED to dispose of the second-hand computers at the Senior Center, Seconded by Bax and Carried 4 – 0.**

#### *Invoice payment –Balance on roof installation*

Johnson said the Carrier Co. signed off on the contract that the Town Hall roofing project is complete. One of the units is not level; therefore the Town questions the guarantee. There is a balance of payment on a voucher to Gross Plumbing. The Town will hold back \$10,000 until the correction can be made.

Johnson is asking for approval of payment in the amount of \$141,520.12.

**Bax MOVED to pay \$141,520.12 to Gross Plumbing, Seconded by Palmer and Carried 4 – 0.**

At this time Town Clerk Carol Brandon swore in new Town Board member Ronald Winkley.

**Bax MOVED to enter into Executive Session to discuss a Liability / Property Damage Claim, Seconded by Marra and Carried 4 – 0.** (6:45 p.m.)

**PRESENT:** Supervisor Reiter; Councilmembers Bax, Marra, Palmer and Winkley; Town Attorney Gabriele and Clerk Donna Garfinkel (6:55 p.m.)

**Palmer MOVED to exit Executive Session, Seconded by Bax and Carried 5 – 0.** (7:05 p.m.)

The Incident Report – Liability / Property Damage Claim for Lorne Thatcher – Forest Road to be forwarded to Attorney Mark Gabriele to address.

**Bax MOVED to forward Liability / Property Damage Claim for Lorne Thatcher – Forest Road to Attorney Mark Gabriele to address, Seconded by Marra and Carried 5 – 0.**

**Bax MOVED to adjourn meeting, Seconded by Marra, and Carried 5 – 0.** (7:05 p.m.)

Minutes of executive session taken by Clerk Donna Garfinkel.

Minutes Transcribed and Respectfully submitted by,

Donna Garfinkel  
Deputy Town Clerk