

Present: Supervisor R. Winkley; Councilmembers A. Bax, B. Ceretto, W. Conrad & W. Geiben; Eng. R. Lannon; Attorneys M. Davis & B. Seaman; Highway Supt. D. Janese; WPCC Ch. Op. J. Ritter; Chief F. Previte; Bldg. Insp. T. Masters; Finance Director M. Blazick; 2 Press; 11 Residents and Dep. Clerk C. Schroeder

Also Present: Sup. Elect S. Broderick; Council-Elect R. Morreale; Water/Waste Water Maintenance Person II M. Townsend & Recreation Director M. Dashineau

The Supervisor called the Work Session to order, followed by the Pledge of Allegiance and a moment of silent reflection. He asked to keep the family of Susan Letourneau, Sanborn Senior Leader in their prayers on the loss of her mother, Jean.

AGENDA:

Additions: Bax – WPCC Fund Transfer & Camera Update. Winkley – Executive Session on Police Contract and Updates on Litigation.

Bax MOVED to approve the agenda, as amended. Seconded by Conrad and carried 5-0.

ABSTRACT:

Bax MOVED to approve the Regular Abstract of Claims Numbered 7849 to 8077 and recommended payment in the amount of \$530,187.87, plus a post audit of \$792,527.99. Seconded by Geiben and carried 5-0.

MINUTE APPROVAL:

Conrad MOVED to approve the minutes of 10/26/2015 (RTBM). Seconded by Bax and carried 3-0. (Winkley and Geiben abstained).

DEPARTMENT HEAD CONCERNS:

Grant Writer: Rotella said he is looking to put in a grant for the Police Dept., a grant for the purchase of water meters and a grant for capital improvements for the Treatment Plant.

Finance:

1). Blazick said there were a couple of mathematical mistakes in the current budget that was adopted 11/16/15 that need to be corrected. They include the following items:

* Page 7 of the budget under the South Sewer tax levy calculation. The total of \$187,167 and \$4,832 should be \$191,999, not the \$191,847 shown in the original budget. Page 8 was corrected but not this page. The total revenue from the tax levy needs to be changed to \$191,999. This will change the dollar amount shown as revenue on page 41 of 50. Because this increases the revenue, we will also lower the “Interfund Transfer from H-97”, Account SS3-1000-5031-0000 from \$32,189 to \$32,037. This will have a zero effect on total revenues.

* On page 15, two lines were added for Traffic Control. The total of Traffic Control did not pick up the two lines that were added. The total shows \$3,500, not the \$30,380 that it should. The detail was correct; it is the total that is wrong. The total expense for traffic control needs to be corrected. To account for the increase in expense, the dollar amount will be taken from the “Transfer from other funds H-97” account A00-1000-5031-0000, on page 10. The amount will change from \$324,868 to \$338,308. This will also change the 2016 Budget summary on page 3.

* Both of these changes will affect Appendix H which lists the amount from H-97. The amount coming from H-97 for the A fund is \$32,037 for the SS3 fund.

In addition, there are two minor typographical errors that should also be fixed:

* Page 27 for the Flex-Plan Police shows account B00-9060-0800-0100. This is the same account number for Flex-Plan. This needs to be a unique account number and propose this account be changed to B00-9060-0800-0150. The purpose is to separate the costs relating to the police department.

* Page 38, under SS2-1000-1195-0000, that are “??” before and after the account number. These were supposed to be removed and they make this an invalid account number. This account needs to be corrected to SS2-1000-1195-0000.

Geiben MOVED to make the corrections, as noted. Seconded by Bax and carried 5-0.

2) Blazick said she has been requested to set up a capital account to segregate the costs related to the Joseph Davis State Park easement. She proposed using Fund H-60 to monitor these costs.

Bax MOVED to establish Capital Account H-60 for bookkeeping purposes. Seconded by Geiben and carried 5-0.

3) Blazick asked for a resolution to close the following two accounts at Key Bank:

- a) Payroll account #838245641
- b) Accounts Payable account #838312063

Geiben MOVED for approval. Seconded by Bax and carried 5-0.

Blazick said this would leave only the operating account open. This is the account that deposits are made into.

4) Blazick said she had a request from the Police Department to reduce the 2015 Budget for Personnel B00-3120-0100-0000 by \$70,000 and increase Police Equipment B00-3120-0200-0000 by same.

Geiben MOVED for approval. Seconded by Conrad and carried 5-0.

Recreation: In order to balance out the Recreation accounts for the end of 2015, the following transfers are requested:

* Transfer \$7,123.46 from A00-7020-0100 (Recreation Administrative) to A00-7310-0400 (Recreation Seasonal).

* Transfer \$59,293.00 from A00-1000-2012 (Recreation Special Events) to H-61 (Recreation Development & Capital Projects).

*Transfer \$27,023.76 from A00-1000-2020 (Recreation Concessions) to H-61 (Recreation Development & Capital Projects).

Geiben MOVED to approve the transfers, as read. Seconded by Conrad and carried 5-0.

Police: Chief Previte reported the activity for the last 30 days. 103 Traffic Tickets; 27 accidents; 17 arrests; and a total of 780 calls for service.

WPCC: Ritter asked to transfer \$20,000 from Personal Services, SS1-8130-0100-0000 to Equipment, SS1-8130-0200-0000 for the possible purchase of a vehicle.

Bax MOVED for approval. Seconded by Geiben and carried 5-0.

Ritter said they were approved by Niagara County Sewer District for a Closed Camera TV Pipe Crawler. In 2014, the NCSD approved the camera equipment as an eligible purchase for funding. They offered the Town \$20,000 to put towards the lease of the camera. At the next NCSD meeting, the Town will be approved for its second payment.

Highway: Nothing

Water: Mike Townsend said they had a major water break on December 3 on Country Club Trail. He wanted to thank the Highway Supt. for use of his equipment and manpower.

GREENSPACE TREE – MICHELLE COURT:

The Board received notice of trees on Town property hanging over a fence on property located at 770 Michelle Court. She asked that they be removed before they cause damage to the fence. The Highway Supt. said he would address it and take care of it.

ICE RINK UPDATE/FUNDING:

The Recreation Director asked for funding to pay for some replacement parts for the ice rink. He asked for approval of the following expenditures from account H-49:

\$9,750 Creative Tent International (Replacement Parts and Hardware)
\$2,250 DeeJays Tent Rental (NC) (Custom Parts and Shipping)
\$2,000 Miscellaneous Damage Repair

These particular purchases are being submitted to the Town's Insurance Carrier for reimbursement, minus any deductible that may apply. These expenditures were caused by the unexpected damage to the Ice Rink Warming House Tent on November 13, 2105. All of these purchases qualify as replacement parts. H-49 is the designated account for the collection of revenues obtained from the Ice Rinks operation. Sources of this revenue are daily operation and concessions, donations, rental fees, and vendor fees.

Ceretto MOVED to approve the funding. Seconded by Geiben and carried 5-0.

RE-ORGANIZATION MEETING:

Geiben MOVED to set the date for the Re-Organization Meeting for Monday, January 4, 2016 at 6:00 PM. Seconded by Conrad and carried 5-0.

SITE PLAN REVIEW – NIAGARA UNIVERSITY (CLET HALL):

The Planning Board on November 19, 2015 reviewed a Site Plan for Niagara University for an addition to Clet Hall. The Planning Board recommends approval, as presented.

Masters said this had gone to the Environmental Commission some time ago. They had no issues with it.

Conrad MOVED to issue a Negative Declaration on said project. Seconded by Geiben and carried 5-0.

Conrad MOVED to approve the Site Plan, as presented. Seconded by Geiben and carried 5-0.

TRI-COMMUNITY AMBULANCE SERVICE:

The Supervisor said the Town received a request from the Tri-Community Ambulance Service, Inc. to place an advertisement in their 60th Anniversary Installation Program. Winkley said there is money in the Supervisor's Account (A00-1220-0400-0000) to purchase a Full-Page ad for \$100.00.

Bax MOVED for approval of a Full Page ad. Seconded by Conrad and carried 5-0.

APPOINT PLANNING BOARD CHAIRMAN:

The Supervisor said they need to appoint a Chairman for the Planning Board to replace Robert Martinez, who resigned.

Bax MOVED to appoint William Taczak as Chairman to the Planning Board. Seconded by Conrad and carried 5-0.

RIVERWALK SUBDIVISION, PHASE 4:

The Engineer said he spoke with the Developer. They are in the process of drafting an agreement to be submitted for review by the Town which would include completion of the Fire Access Road within six months of approval of Final Plat. Lannon said this is just an update. He hoped to have the agreement submitted within the next couple of days.

GARLOW ROAD/ROUTE 31:

Geiben asked that a study be completed by the NYSDOT for the intersection of Garlow Road and Route 31, as Garlow Road does not line up from North to South, with copies sent to Assemblyman Ceretto and Senator Ortt.

Bax MOVED for approval. Seconded by Ceretto and carried 5-0.

Bax MOVED to enter into Executive Session re Update on ongoing litigation; Consultation with Attorneys on some possible pending or threatening litigation; Matters that have to do with the employment of a particular individual and a collective bargaining issue. Seconded by Conrad and carried 5-0. Time: 6:25 p.m.

The Supervisor said no action would be taken.

Transcribed and
Respectfully submitted by:

Carole N. Schroeder
Deputy Town Clerk

Executive Session*

Present: Winkley, Bax, Ceretto, Conrad, Geiben, Chief Previte, Atty. Davis, Atty. Seaman

Also Present: Council-elect Morreale, Joseph Catalano (Excused from Issue 3), Damon DeCastro (Issue 3 only), Jerry Wolfgang (Issue 3 only)

Issues Discussed:

1. Matter Concerning Employment of a Particular Individual.
2. Ongoing Litigation
3. Matter Concerning Threatened Litigation

Bax MOVED to exit Executive Session. Seconded by Conrad and carried 5-0.
Time: 7:02 p.m.

Action Taken: None

Geiben MOVED to adjourn work session. Seconded by Ceretto and carried 5-0.
Time 7:02 p.m.

*Minutes transcribed by:
Atty. Brian Seaman

