

PRESENT: Supervisor S. Broderick; Councilmembers A. Bax, W. Geiben, J. Jacoby & J. Myers (Zoom); Dep. Sup. W. Conrad; Police Chief F. Previte; Bldg. Insp. T. Masters; Finance Director J. Agnello (Zoom); Atty. T. Seaman; Eng. B. Lannon (Zoom); WPCC Ch. Op. J. Ritter (Zoom); Rec. Dir. M. Dashineau (Zoom); Seniors Dir. M. Olick (Zoom); Dep. Hwy Supt B. Christman; and Dep. Clerk C. Schroeder

The Supervisor called the meeting to order, followed by the Pledge of Allegiance and a moment of silent reflection.

2021 REGULAR MEETING/WORK SESSION/AUDIT SCHEDULES:

Geiben MOVED to approve the following 2021 Regular Meeting & Work Session schedule: RTBM: 1/25; 2/22; 3/22; 4/26; 5/24; 6/28; 7/22; 8/23; 9/27; 10/25; 11/22; and RTBM/Final Audit 12/30: Work Sessions: 1/11; 2/8; 3/8; 4/12; 5/10; (no mtgs June, July or August), 9/13; 10/25; 11/22; and 12/13. Seconded by Bax and carried 5-0.

The Supervisor noted that the Zoning Board will meet the 2nd Thursday of the month at 6:30 pm; Planning Board-3rd Thursday at 6:30 pm; Historic Preservation-2nd Tuesday at 6 pm and Environmental Commission-2nd Tuesday at 7 pm.

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

Bax MOVED the Audit Schedule, as presented. Seconded by Jacoby and carried 5-0.

2021 VOUCHER SUBMISSION DEADLINE

Bax MOVED the following 2021 Voucher due dates – W/S: 1/6, 2/3, 3/3, 4/7, 5/5, 6/9, 7/7, 8/4, 9/8, 10/8, 11/3 & 12/8. Seconded by Jacoby and carried 5-0.

Jacoby MOVED the following 2021 Voucher due dates – RTBM: 1/20, 2/17, 3/18, 4/21, 5/19, 6/23, 7/21, 8/18, 9/22, 10/22, 11/17 & 12/22. Seconded by Bax and carried 5-0.

2021 HOLIDAY SCHEDULE:

Geiben MOVED to approve the following 2021 Holiday Schedule: 1/1 – New Year’s Day; 1/18 – Martin Luther King, Jr. Day; 2/15 – Presidents’ Day; 4/2 – Good Friday; 5/31 – Memorial Day; July 5 – Independence Day; 9/6 – Labor Day; 10/11 – Columbus Day; 11/11 – Veterans’ Day; 11/25 & 26 – Thanksgiving Holiday; and 12/24 & 27 – Christmas Holiday. Seconded by Jacoby. Carried 5-0.

IRS MILEAGE RATE:

Geiben MOVED the mileage rate of 57.5¢ per mile for 2021. Seconded by Bax and carried 5-0.

2021 COPY/ASSESSOR FEES:

Bax MOVED to approve the 2021 fees for non-certified copies at 25¢/page and Assessor fees for copies of deeds at 65¢/page, minimum \$1.30; Town Map - \$5.00, Disk/Thumb Drive (Minutes) - \$25.00, Maps: 24’x36’ Sheet B/W - \$12.00, 36’x48’ Sheet B/W - \$24.00, 24’x36’ Sheet Color - \$18.00 & 36’x48’ Sheet Color - \$30.00 Seconded by Jacoby and carried 5-0.

2021 FEE RATES (Resolution 2020-010)

Bax MOVED to approve the 2021 Fee Rates, as currently adopted. Seconded by Jacoby and carried 5-0.

2021 CELL PHONE STIPEND:

Geiben MOVED a \$25 monthly cell phone stipend for the Code Enforcement Officer, Deputy Building Inspector, Fire Inspectors (2), Fire Prevention Chairman and Town Clerk; \$30 monthly stipend for the Assessor; and an \$80 monthly stipend for the Building Inspector and Supervisor. Seconded by Jacoby and carried 5-0.

2021 Credit Card Payments

Bax MOVED approval for the following departments to accept credit card payments: Tax Collector for Town and County Tax payments, Water Dept, Fees associated with the Building Department, Fees associated with the Town Clerk's Department, and Fees associated with the Recreation Department. Seconded by Jacoby and carried 5-0.

Dishonored Check Fee

Jacoby MOVED to impose a Service Charge of \$20.00 for any Dishonored Check presented to any department in the Town. Seconded by Bax and carried 5-0.

OFFICIAL TOWN NEWSPAPER:

Broderick MOVED to designate the *Niagara Gazette* as the official Town newspaper . Seconded Bax and carried 5-0.

Bax MOVED to designate the *Sentinel* as secondary newspaper for informational display ads and notifications. Seconded by Jacoby and carried 5-0.

OFFICIAL TOWN DEPOSITORIES:

Bax MOVED to designate Key Bank as official Town depository. Seconded by Jacoby and carried 5-0.

PROCUREMENT POLICY:

Geiben MOVED to adopt the Procurement Policy, as presented. Seconded by Jacoby and carried 5-0.

INVESTMENT POLICY:

Geiben MOVED to adopt the Investment Policy, as written. Seconded by Bax and carried 5-0.

ROBERTS RULES OF ORDER:

Bax MOVED to follow the Roberts Rules of Order for all business conducted in the Town of Lewiston. Seconded by Jacoby and carried 5-0.

APPOINTMENTS/CONFIRMATIONS:

Assessor's Dept:

Broderick MOVED to confirm the re-appointment of Linda Johnson as Town Assessor. Seconded by Jacoby and carried 5-0.

Bax MOVED to re-appoint Heidi Seguin as Real Property Appraisal Technician. Seconded by Jacoby and carried 5-0.

Attorney for the Town: Atty. Seaman said he is anticipating some adjustments and asked that this be tabled until the work session.

Bax MOVED to table. Seconded by Jacoby and carried 5-0.

Building Dept:

Jacoby MOVED to re-appoint Tim Masters as Building Inspector and Ed Zimmerman, Deputy Building Inspector. Seconded by Bax and carried 5-0.

Bax MOVED to re-appoint Tim Masters as SEQR Compliance Officer. Seconded by Jacoby and carried 5-0.

Jacoby MOVED to re-appoint Sandy VanUden, Clerk/Typist. Seconded by Bax and carried 5-0.

Bax MOVED to re-appoint Chris McAuliffe as Code Enforcement Officer/Stormwater Manager. Seconded by Jacoby and carried 5-0.

Engineering Services: **Geiben MOVED to retain GHD Consulting Services, and authorized the Supervisor to execute said contract with GHD. Seconded by Bax and carried 5-0.**

Fire Inspectors:

Geiben MOVED to re-appoint Pat Martin and Don Cosentino as P/T Fire Inspectors. Seconded by Bax and carried 5-0.

Bax MOVED to appoint Cheryl Horne as Typist, P/T. Seconded by Jacoby and carried 5-0.

Jacoby MOVED to re-appoint Les Myers as Fire Prevention Chairman. Seconded by Bax and carried 5-0.

Fire District Contracts: **Jacoby MOVED to authorize the Supervisor to execute the Fire Prevention District contracts. A Public Hearing was held and there is no change in the budget. Seconded by Bax and carried 5-0.**

Highway Department:

Jacoby MOVED to confirm the re-appointment of Brian Christman, Deputy Highway Supt. Seconded by Bax and carried 5-0.

Bax MOVED to re-appoint Darlene Norwich as Clerk/Typist. Seconded by Jacoby and carried 5-0.

Historian: **Jacoby MOVED to re-appoint Marjorie Maggard, Town Historian. Seconded by Geiben and carried 5-0.**

Justice Confirmations: **Bax MOVED to confirm Maria Sicurella and Mary Gee as Justice Clerks. Seconded by Jacoby and carried 5-0.**

Bax MOVED to re-appoint George Adamson, Town Prosecutor. Seconded by Geiben and carried 5-0.

Parks: Broderick said he had given a lot of thought to the Parks Dept. He would like to move in a different direction from years past. He believes it would run more efficiently with improved conditions in the parts by moving the duties to Elected Town Highway Supt. Dave Trane.

Broderick MOVED to appoint Town Highway Supt Dave Trane as Parks Superintendent for the year 2021. Seconded by Geiben and carried 5-0.

Broderick discussed the duties with Dave Trane and the latter has agreed to take on the duties for an additional \$10,000.00 in salary. In the past, Park duties were assigned to Mike Dashineau who split his salary between Parks and Recreation. Dashineau will be compensated as Recreation Director.

Broderick said the increase in salary would have to be done by Local Law, subject to Permissive Referendum. He introduced a Local Law to increase the Highway Superintendent's salary by \$10,000.00.

Bax MOVED to schedule a Public Hearing beginning at 6 PM, Monday, January 25, 2021 for consideration of adoption of Local Law #1, 2021 on the increase in salary for the Highway Superintendent of \$10,000.00. Seconded by Jacoby and carried 5-0.

Recreation: **Broderick MOVED to re-appoint Mike Dashineau as Recreation Director at a salary of \$45,563.46. Seconded by Bax and carried 5-0.**

Police: **Broderick MOVED to confirm Frank Previte as Chief of Police. Seconded by Jacoby and carried 5-0.**

Registrar: **Geiben MOVED confirmation/re-appointment of Donna Garfinkel as Registrar, Records Access Officer (FOIL) & Records Management Officer. Seconded by Bax and carried 5-0.**

Senior Services: **Bax MOVED to re-appoint Melinda Olick, Senior Citizens Coordinator. Seconded by Jacoby and carried 5-0.**

Supervisor's Confirmations: **Broderick MOVED confirmation of Amy Smith as Confidential Secretary and Jacqueline Agnello as Finance Director. Seconded by Bax and carried 5-0.**

Bax MOVED to enter into contract with Connie Miner as Grants Consultant. Seconded by Jacoby and carried 5-0.

Jacoby MOVED to authorize the Supervisor to sign said contract for grant services. Seconded by Bax and carried 5-0.

Town Clerk's Confirmations: **Bax MOVED to confirm Carole Schroeder, First Deputy Town Clerk/Deputy Registrar. Seconded by Jacoby and carried 5-0.**

Geiben MOVED to confirm Linda Kreps, Deputy Town Clerk/Sub Registrar. Seconded by Jacoby and carried 5-0.

Geiben MOVED to confirm Tamara Meogrossi, Deputy Town Clerk. Seconded by Jacoby and carried 5-0.

Bax MOVED to re-appoint John Aquino, Laborer. Seconded by Jacoby and carried 5-0.

Water Personnel:

Broderick MOVED to re-appoint Dan Zahno, Water Foreman, Seconded by Bax and carried 5-0.

Geiben MOVED to re-appoint Tamara Meogrossi, Water Clerk. Seconded by Jacoby and carried 5-0.

WPCC: **Jacoby MOVED to confirm Jeff Ritter, Chief Operator. Seconded by Bax and carried 5-0.**

Pay Schedule/Employees Stated: **Bax MOVED approval of the 2021 Pay Schedule, as presented (dated 1/4/2021). Seconded by Geiben and carried 5-0.**

APPOINTMENTS:

Broderick read the 2021 Appointed Liaisons as follows:

Board of Ethics Ex-Officio – Tom Seaman; Building Inspector – Bax; Cable Commission – Myers; CWM Siting Advisory Committee – Bax; Engineer – Geiben; Environmental Commission – Bax/Geiben; Fire Bureau – Broderick/Jacoby; Highway/Drainage – Bax; Historic Preservation – Jacoby; Justice Court Office – Broderick; Lewiston Council on the Arts – Jacoby; Library – Jacoby; Lighting Advisory Board – Myers; Lower Niagara River Region Chamber – Broderick/Geiben; Parks & Recreation Advisory Committee – Geiben; Personnel Committee – Geiben; Police – Bax; Town/Village Police Liaisons – Broderick/Bax; Planning Board – Bax/Jacoby; Recreation – Geiben; Risk Manager – Broderick; Sanborn Business and Professional Assoc. – Broderick/Geiben; Senior Citizens – Geiben; Signage Committee – Myers; Water – Broderick; WPCC – Bax; Zoning Board of Appeals – Bax.

Bax MOVED the Liaison Appointments, as presented. Seconded by Jacoby and carried 5-0.

Minority Business Officer: **Geiben MOVED to re-appoint Donna Garfinkel, Minor Business Officer. Seconded by Bax and Carried 5-0.**

Women's Business Officer: **Geiben MOVED to re-appoint Donna Garfinkel, Women's Business Officer. Seconded by Bax and carried 5-0.**

Electrical Inspectors: **Geiben MOVED to accept the agreement with New York Atlantic-Inland, Inc. for electrical inspection services as a private subcontractor. and authorized the Supervisor to sign said agreement with New York Atlantic Inland, Inc. Seconded by Bax and carried 5-0.**

T/V Police Liaison: Broderick said this consists of himself, the Mayor and Councilman Bax. **Bax MOVED for approval. Seconded by Jacoby and carried 5-0.**

Bingo Inspector: **Geiben MOVED to re-appoint Linda Kreps, Bingo Inspector. Seconded by Jacoby and carried 5-0.**

Records Appeals Officer: **Jacoby MOVED to appoint Steve Broderick as Records Appeals Officer. Seconded by Bax and carried 5-0.**

BOARDS, COMMISSIONS & COMMITTEES:

Cable Commission: **Geiben MOVED the following individuals to the Cable Commission for 2021: James Abbondanza (Chairman), Anthony DiPasquale, Karl Frankovitch, Carl Hoffman and John Sharpe. Seconded by Bax and carried 5-0.**

Environmental Commission:

Geiben MOVED the re-appointment of Jerald Wolfgang and Matthew Feldman. Terms to expire 12/31/2023. Seconded by Jacoby and carried 5-0.

Jacoby MOVED to re-appoint Jerald Wolfgang as Chairman. Seconded by Bax and carried 5-0.

Board of Ethics: **Bax MOVED the re-appointment of Robert DiFrancesco, Linda Johnson, Suzanne Pardee (Chair), James Roscetti and Ronald Winkley with the appointment of Tom Seaman (or his designee) as Ex-Officio. Seconded by Jacoby and carried 5-0.**

Lighting Advisory Board: **Bax MOVED to retain John Barber (Chairman), Suzanne Pardee, Bruce Gonka, Mary Price and Daniel Vitch. Seconded by Jacoby and carried 5-0.** Brian Christman named Ex-Officio

Modern CAC: No appointments were made in 2018,2019,2020 & 2021. Committee not de-activated at this time.

Parks and Recreation Advisory Committee: **Geiben MOVED to appoint Chris Salada. Seconded by Jacoby and carried 5-0.** Term to expire 12/31/2027.

Personnel Committee: **Geiben MOVED to re-appoint Donna Garfinkel, Amy Smith and Attorney Tom Seaman (or his designee). Seconded by Bax and carried 5-0.**

Planning Board: **Bax MOVED to appoint Savannah Bevalqua. Seconded by Geiben and carried 5-0.** Term to expire 12/31/2027.

Signage Committee: **Bax MOVED to re-appoint Frank Previte, David Trane and Christopher Winstel. Seconded by Jacoby and carried 5-0.**

Town Hall Renovations Board: **Geiben MOVED to re-appoint Bill Conrad, Donna Garfinkel, Bill Geiben, Bob Lannon, Pat Martin and Tim Masters. Seconded by Jacoby and carried 5-0.**

Zoning Board of Appeals: **Geiben MOVED to re-appoint Norman Machelor (Chairman) to the Zoning Board. Seconded by Bax and carried 5-0.** Term to expire 12/31/2025.

Deputy Supervisor: **Broderick MOVED to confirm his re-appointment of William Conrad as Deputy Supervisor. Seconded by Jacoby and carried 5-0.**

Broderick announced that Town Offices will be closed on Monday, January 18, 2021 in observance of Martin Luther King Jr. Day.

Bax MOVED to close the Reorganization Meeting. Seconded by Jacoby and carried 5-0. Time: 7:40 p.m.

Transcribed and
Respectfully submitted by

Carole N. Schroeder
Deputy Town Clerk