

Present: Deputy Supervisor W. Conrad; Councilmembers A. Bax, B. Ceretto, B. Geiben & R. Morreale; Chief F. Previte; Attorneys J. Catalano & R. Parisi; Bldg. Insp. T. Masters; Finance Director/Budget Officer M. Blazick; Eng. R. Lannon; WPCC Ch. Op. J. Ritter; 4 Residents and Dep. Clerk C. Schroeder

Also Present: Councilman-Elect J. Jacoby

Excused: Supervisor Broderick

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

AGENDA:

Bax MOVED to approve the agenda, as presented. Seconded by Morreale and carried 4-0.

RESIDENTS STATEMENTS:

RESIDENTS

John Ceretto, Cayuga Drive, thanked the Town Board and employees for their respect to his wife Beth during her three years on the Board. "I want to thank all of you from our family and I want to say how proud we are. Having said those two things, I just want to say Happy New Year to everybody and best of wishes from the Ceretto Family."

DEPARTMENT HEAD CONCERNS: None.

ABSTRACT:

ABSTRACT

Ceretto MOVED to approve the Regular Abstract of Claims Numbered 3590 to \$12,226.98. Seconded by Morreale and carried 4-0.

OLD BUSINESS:

0/B

Dog Shelter: Eng. Lannon said at the last meeting, it was agreed not to pursue a grant. The Town will pursue it on its own. They will go out to bid for springtime construction.

Cold War Veterans Exemption: Parisi said no action would be taken tonight. He is still working on it..

Bid – Fire Hydrant (NYPA): Parisi said they are still looking at some language that NYPA required as part of the agreement. He is working with NYPA in regard to that.

Memorandum of Agreement – Purchase of Used Paver: Parisi said they are still working on the language in regard to that agreement.

Geiben asked if they could approve the agreement contingent on the Attorney’s review.

AGREEMENT FOR
PAVER OK'D
PENDING ATTY.
APPROVAL

Parisi said a motion can be made to approve the expenditure, as previously stated, subject to final attorney approval of the agreement amongst the Towns of Lewiston, Niagara, Wheatfield and Porter.

Bax MOVED the motion, as stated. Seconded by Ceretto and carried 4-0.

Bax MOVED to authorize the Supervisor to sign the final memorandum of agreement regarding the paver. Seconded by Morreale and carried 4-0.

ERIE CO. SPCA
CONTRACT OK'D
PENDING ATTY.
APPROVAL

Erie County SPCA Agreement: Parisi said language was changed by the SPCA. He had some issues with it that he would like to clear up with the SPCA. Those have been presented for their consideration. Bax said the Board could enter into an agreement with the SPCA, subject to final attorney approval with regard to the language.

Geiben MOVED to approve the agreement with the Erie Co. SPCA, subject to final approval by the Attorney for the Town. Seconded by Morreale and carried 4-0.

Geiben MOVED to authorize the Supervisor to sign said agreement after review by the Attorney. Seconded by Bax and carried 4-0.

Town Standards for Curbs: Lannon said this is a work in process. He hopes to have something by the next meeting.

NEW BUSINESS: None.

SUPERVISOR:

- a) Approval – 2018 Mighty Niagara Half Marathon:

Niagara Hospice is seeking support of the Hospice Dash 5K and The Mighty Niagara Half Marathon. They are requesting Saturday, September 15, 2018 for its next race. They will keep the same route starting at Artpark and post race party at Porter on the Lake.

MIGHTY NIAGARA
HOSPICE RACE
9/15/18

Bax MOVED to approve the request from Niagara Hospice. Seconded by Morreale and carried 4-0.

b) Finance:

- 1) Blazick asked for authorization to pay the invoice to Physio-Control, Inc. in the amount of \$3,072.72 for replacement of electrodes and batteries for the Defibrillators. This would be an H-97 expense (public safety).

PHYSIO-CONTROL
OK TO PAY INV.

Bax MOVED to expend \$3,072.72 from H-97 for purposes of refurbishing Defibrillators at Town Hall and other Town Buildings. Seconded by Ceretto and carried 4-0.

- 2) Blazick asked for approval of 2018 contracts for 2018 from the Town of Cambria (\$4,000) for their support to the “Sanbornites”, senior citizen organization and a contract from the N.C. Department of Aging (\$6,000) as their contribution for the Van expense for the Senior Transportation Van.

T/CAMBRIA &
NC DEPT OF AGING
CONTRACTS OK'D

Geiben MOVED for approval of Town of Cambria contract, as presented. Seconded by Morreale and carried 4-0.

Geiben MOVED to authorize the Supervisor to sign said agreement with Cambria. Seconded by Bax and carried 4-0.

Geiben MOVED for approval of the contract with the N.C. Department of the Aging, as presented. Seconded by Bax and carried 4-0.

Geiben MOVED to authorize the Supervisor to sign said agreement with Dept. of Aging. Seconded by Morreale and carried 4-0.

- 3) Blazick presented a Budget Revision Edit List, dated 12/27/17, 5:24:36 PM. These transfers result in a zero affect to the Budget.

BUDGET REVISION
EDIT LISTS
OK'D

Bax MOVED to approve the Budget Adjustments (Attachment A), as presented. Seconded by Ceretto and carried 4-0.

- 4) Blazick present a Budget Revision Edit List, dated 12/27/17, 7:20:42 PM, for approval.

Geiben MOVED to approve the Budget Adjustments (Attachment B) in the amount \$21,466.00 to balance out the grant received from Homeland Security Seconded by Morreale and carried 4-0.

- 5) Next, Blazick presented an invoice from D & M Refrigeration totaling \$2,225.35. She said they need to fund this expenditure from contingency; decreasing contingency, A00-1990-0400-0000 and increasing Building Repairs A00-1620-0400-0000. This is for Town Hall HVAC furnace repair.

Geiben MOVED for approval, as stated. Seconded by Bax and carried 4-0.

CAP. FUNDS
CLOSED OUT

- 6) Lastly, Blazick asked to close out various old Capital Funds to the General Fund.
1. **H23, Piper Law Office Welcome Center for \$73.24** (greenway funding, HCSC10-008)
 2. **H28, Haz-Mat reserve for \$154,980.32** (this was Board designate for the building of a HazMat building)
 3. **H33, Master Plan for \$835.23** (I have no file and no information for this but the master Plan would have been Board designated)
 4. **H36, Lake Ontario Ordinance Works for \$20,525.49** (this was grant and Board funded – the grant was completed so any balance would be a return of the Board’s designation)
 5. **H39, Senior Van for (\$-.02)** (this needs to be reimbursed to zero out the account)
 6. **H41, War of 1812 Bicentennial for \$378.70** (Greenway funded per HSCS 11-009)
 7. **H43, Joseph Davis Park-Asbestos for \$16,745.78** (Greenway HSCS 12-001 – per conversation with Mary Melloni, this was added to the original project and we can apply the balance to the General Fund since the Board had absorbed so much additional money on Joseph Davis. Our expenses exceeded the funds provided by Greenway)
 8. **H60 – Joseph Davis Easement work for (-\$71,286.63).** (Total cost is composed of original purchase of pipe in 2015 for \$24,588.95 for pipe and materials, and \$29,876.70 for man hours for the highway to do the work and \$17,116.98 for seed, stone, cement, etc. for supplies used to complete the project. Payroll cost was for overtime on the job and is properly a cost of the work. This was set up as a capital account so that funds could possibly be obtained from the developer. That did not materialize. At the time the work was done, it was determined that the funds would come from H97 for infrastructure work but we can use these other funds to offset this cost.
 9. **H95 – Equipment reserve for \$319.85** (This is an improper use of the capital accounts. A reserve has very stringent requirements and this was not set up according to the requirements. It needs to be cleaned out and the equipment needs to be addressed through the five year plan.

Total of these are \$122,571.96 to be closed out to the general fund, Fund A.

Bax MOVED to close out the old Capital Accounts into the General Fund, as presented by the Finance Director. Seconded by Geiben and carried 4-0.

In addition, Blazick said there are several accounts that she can either find no record of or that appear to have been funded through debt service. Because these all appear to relate to various water projects, she proposes that these be closed out to the Water Fund. Note that these funds need to be restricted within the Water Fund, Fund-Balance and can be used to reduce the burden of debt service over the next five years. These funds must be used for debt service but cannot be used for payment for any debt service that is budgeted for. Therefore, the first year that these funds can be used would be in 2019. It is her recommendation that this be used over a five-year basis to avoid fluctuations in the budget line.

The accounts affected are:

1. **H64, PRV Improvements** (Pressure Reducing Valves for \$68,101.24. (I believe this was Bond Funded)
2. **H72, Infrastructure Improvement** for \$74,453.16. (I have no information on this project anywhere. To be conservative I feel this should be treated as bond funded.)
3. **H86, Water Infrastructure** for \$22,055.63 (This is from 03/03 and was part of the \$5,000,000 BAN that was later converted to bonding.)
4. **H93, Mountain View Water Line** for \$9,374.67. (I have no files or information on this project. To be conservative, this should also be treated as Bond funded.)

CAP. FUNDS
CLOSED-OUT

Total dollars of these Capital Funds are \$173,984.70. These funds must be restricted for Debt Service when it is transferred to the water fund.

Bax MOVED to close the stated Capital Funds and transfer into the Water Fund, SW1 and restrict the money within the Water Fund to be used for debt service for a five-year period beginning 2019 Seconded by Geiben and carried 4-0.

COUNCILMAN BAX:

Police: Bax had two issues related to the Police department. First, the Chief obtained three (3) bids for Body Cameras. Bax said they are declaring this a sole source bid. The winning bid was Axon in the amount of \$33,720.01. It involves an initial payment of \$13,527.42, with annual payments of \$5,020.15.

BODY CAMERAS
FOR POLICE
BID OK'D

Bax MOVED to approve the bid from Axon. Seconded by Geiben and carried 4-0.

The second bid was for the construction of a safety wall and doors at the Police Department. Three bids were obtained. The lowest responsible bid was not necessarily the lowest bid from Elledge Construction in the amount of \$10,800.00. this was a superior bid in that it included higher quality materials and safety implements for the staff in the Police Department.

BID FOR POLICE
SAFETY WALL
APPROVED

Bax MOVED to approve the bid from Elledge Construction in the amount of \$10,800.00. Seconded by Geiben and carried 4-0.

Sewer Refund: Bax noted a request for a reduction of the sewer portion of their water bill from Paul Richardson, Calkins Road for re-filling their pool after repair. It is a 29,000 gallon pool.

SEWER
REFUND

Bax MOVED to refund Mr. Richardson \$115.10. Seconded by Geiben and carried 4-0.

Retirement: Bax read the following letter from Kevin Payne:

I will be retiring from my position as M.E.O. III (foreman), in the Highway Department. My last day of employment will be January 11, 2018, exactly 40 ½ years from the day I started. While I look forward to this new chapter in my life, I will miss the many Town employees with whom I have had the privilege of knowing and working with the past 40 plus years. I sincerely appreciate the opportunity to have built a life through this employment. **If I can be of any assistance** prior to my departure or afterwards please let me know. I'd be happy to provide any assistance needed.

K. PAYNE
RETIREMENT

Bax MOVED to accept the retirement of Kevin Payne, with regret. Seconded by Geiben and carried 4-0.

COUNCILWOMEN CERETTO:

Carry-Over Request: Ceretto referred to a request from Maria Sicurella to carry over one (1) personal day to 2018.

PERSONAL DAY
CARRY-OVER
M. SICURELLA

Geiben MOVED for approval. Seconded by Bax and carried 4-0.

PERSONAL DAY
CARRY-OVER
J. KOSTYRKA

Ceretto referred to a request from Joseph Kostyrka to carry-over one (1) personal day and two (2) vacation days from the calendar year 2017 to 2018.

Geiben said they can approve the personal day but asked to hold off on the vacation days until the next meeting for further research.

Ceretto MOVED to authorize Kostyrka to carry-over one personal day to be used in the first quarter of 2018. Seconded by Geiben and carried 4-0.

COUNCILWOMEN
CERETTO
REFLECTS

Lastly, Ceretto commented: ‘I want to say Thank-You. I worked with a great group of gentlemen for the time I’ve been on the Board. All of you have been wonderful. I have a lot of respect for every one of you. I’m going to miss some of it...’

COUNCILMAN GEIBEN: Geiben said he was disappointed to find out the cameras were not installed. He will be meeting with Professor Abbondanza, as he was concerned about the location of the power. Geiben said he made arrangements with a laborer to be available to see how they could adjust the power and go from there.

COUNCILMAN MORREALE: Nothing to report.

RESIDENTS STATEMENTS: No one wished to speak.

Geiben MOVED to adjourn. Seconded by Bax and carried 4-0. Time 6:40 p.m.

Transcribed and
Respectfully submitted by



Carole N. Schroeder
Deputy Town Clerk

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Budget Revision Summary

Town Of Lewiston

BATCH NO.	FiscalYear	REVISION NO.	DATE	CALENDAR	REFERENCE	DESCRIPTION	AMOUNT
		DIST. SUM	ACCOUNT NO.				
3419	2017	00000149	12/28/2017	12/2017	Final Audi	Budget adjustments for final audit meeting 12/2	0.00
		001 D	A00-1110-0200-0000			JUSTICE EQUIPMENT	250.00
		002 D	A00-1110-0400-0000			Detail Desc.: to cover Justice equip-1 JUSTICE CONTRACTUAL	-250.00
ADDENDUM A							
		003 D	A00-1220-0100-0000			Detail Desc.: to cover Supervisor Personal SVC SUPERVISOR PERSONAL SVC	25.00
		004 D	A00-1220-0400-0000			Detail Desc.: to cover Supervisor payroll-6 SUPERVISOR CONTRACTUAL	-25.00
		005 D	A00-1220-0401-0000			Detail Desc.: to cover Supervisor payroll-6 PROFESSIONAL REPORT FEES -GASBY 34 S	175.00
		006 D	A00-1220-0400-0000			Detail Desc.: cover Annual report-Municiple Sol-2 SUPERVISOR CONTRACTUAL	-175.00
		007 D	A00-1355-0100-0000			Detail Desc.: coverAnnual report-Municiple Sol-2 ASSESSOR PERSONAL SVC	73.00
		008 D	A00-1355-0400-0000			Detail Desc.: to cover assessor payroll-18 ASSESSOR CONTRACTUAL	-73.00
		009 D	A00-1420-0100-0020			Detail Desc.: to cover assessor payroll-18 TOWN PROSECUTOR - PERSONAL SERVIC	148.00
		010 D	A00-1420-0100-0100			Detail Desc.: to cover Yacus payroll-19 COURT SECURITY	-148.00
		011 D	A00-7020-0100-0000			Detail Desc.: to cover Yacus payroll-19 RECREATION PERSONAL SV	1,460.00
		012 D	A00-7310-0100-0000			Detail Desc.: to cover add'l hours for admin help-4 RECR SEASONAL HELP-GENERAL	-1,460.00
		013 D	A00-7110-0100-4403			Detail Desc.: to cover add'l hours for admin help-4 PARKS P. OUT OF DEPT-ICE RINK	1,620.00
		014 D	A00-7310-0403-4403			Detail Desc.: Parks OT worked on Ice Rink-3 RECREATION ICE RINK CONTRACTUAL	-1,620.00
		015 D	A00-7310-0400-0000			Detail Desc.: Parks OT worked on Ice Rink-3 RECREATION CONTRACTUAL	2,491.34
		016 D	A00-7310-0200-0000			Detail Desc.: to cover recr repairs -5 RECREATION EQUIPMENT	-2,491.34
		017 D	A00-8090-0100-0000			Detail Desc.: to cover recr repairs -5 ENVIRONMENTAL PERS SVC	45.00
		018 D	A00-8090-0400-0000			Detail Desc.: to cover environmental payroll adj -20 ENVIRONMENTAL CONTRACT	-45.00
		019 D	B00-3410-0100-0000			Detail Desc.: to cover environmental payroll adj -20 FIRE INSPECTION PERS S	510.00
		020 D	B00-1910-0400-0000			Detail Desc.: to cover fire salaries -21 VEHICLE INSURANCE	-510.00
		021 D	B00-3410-0400-0000			Detail Desc.: to cover fire salaries -21 FIRE INSPECTION CONTRA	611.00
		022 D	B00-3410-0200-0000			Detail Desc.: to cover additional mileage -7 FIRE INSPECTION EQUIP	-611.00
		023 D	B00-3620-0100-0000			Detail Desc.: to cover additional mileage -7 SAFETY PERSONAL SVC	312.00
		024 D	B00-3620-0200-0000			Detail Desc.: payroll adj Safety Building-22 SAFETY INSPECT. EQUIPM	-312.00
		025 D	B00-7110-0400-0000			Detail Desc.: cover park repairs-9 PARKS CONTRACTUAL	-3,523.33
		026 D	B00-7110-0200-0000			Detail Desc.: cover park repairs-9 PARKS EQUIPMENT	3,523.33
		027 D	B00-7110-0400-0000			Detail Desc.: cover park repairs-9 PARKS CONTRACTUAL	7,206.71
		028 D	B00-7110-0100-0000			Detail Desc.: to cover park repairs - 8 PARKS PERSONAL SERVICE	-7,206.71
		029 D	DB0-5110-0100-0000			Detail Desc.: to cover park repairs - 8 GEN REPAIRS PERSONAL S	3,000.00
		030 D	DB0-5142-0100-0100			Detail Desc.: highway gen repairs payroll -10 OUT OF DEPT / PERS SVC	2,810.00
		031 D	DB0-5142-0100-0000			Detail Desc.: highway out of dept payroll -10 SNOW REMOVAL PERS SVC	-5,810.00
		032 D	DB0-5142-0100-0100			Detail Desc.: DB0 out of dept payroll /gen repair10 OUT OF DEPT / PERS SVC	3,600.00
		033 D	DB0-5142-0100-0000			Detail Desc.: DB0 out of dept payroll S&I-11 SNOW REMOVAL PERS SVC	-3,600.00

BATCH NO.	FiscalYear	REVISION NO.	DATE	CALENDAR	REFERENCE	DESCRIPTION	AMOUNT
		DIST. SUM	ACCOUNT NO.				
		034 D	SS1-8110-0100-0000			Detail Desc.: to cover SSI admin payroll - 12 INSURANCE	550.00
		035 D	SS1-1910-0400-0000			Detail Desc.: to cover SSI admin payroll - 12 TREATMENT & DISPOSAL C	-550.00
		036 D	SS1-8130-0400-0000			Detail Desc.: to cover SSI contractual -13 TREATMENT & DISPOSAL E	10,000.00
		037 D	SS1-8130-0200-0000			Detail Desc.: to cover SSI contractual -13 MASTER SWR CONTRACTUAL	-10,000.00
		038 D	SS2-8110-0400-0000			Detail Desc.: to cover SS2 contractual - 14 SANITARY CONTRACTUAL	2,000.00
		039 D	SS2-8120-0400-0000			Detail Desc.: to cover SS2 contractual - 14 SANITARY SEWERS EQUIP	10,000.00
		040 D	SS2-8120-0200-0000			Detail Desc.: to cover SS2 contractual - 14 TRANSMISS & DIST PERSO	-12,000.00
		041 D	SW1-8340-0100-0000			Detail Desc.: to cover SW1 trans payroll - 17 OUT OF DEPT / PERS SVC	-250.00
		042 D	SW1-8340-0100-0100			Detail Desc.: to cover SW1 trans payroll - 17	250.00
Batch 3,419 Totals							0.00

Budget Revision Edit List

Town Of Lewiston

BATCH NO.	FiscalYear	REVISION NO.	DATE	CALENDAR	REFERENCE	DESCRIPTION	AMOUNT
		DIST.	ACCOUNT NO.				
3420	2017	00000150	12/28/2017	12/2017	Homeland	Homeland Security Grant - phone reader/came	21,466.00
		001	B00-3120-0200-0000			POLICE EQUIPMENT	10,733.00
APPENDUM B							
		002	B00-1000-4089-0000		Detail Desc.: Homeland Security Grant-reader/came	FEDERAL AID - OTHER	10,733.00
		003	B00-1000-2705-0000		Detail Desc.: Homeland Security Grant-reader/came	GIFTS AND DONATIONS	1,020.00
		004	B00-1000-2705-0000		Detail Desc.: Saraceno-dog vest	GIFTS AND DONATIONS	5,000.00
		005	B00-3120-0200-0000		Detail Desc.: F Williams - body cameras	POLICE EQUIPMENT	-5,000.00
		006	B00-3120-0200-0000		Detail Desc.: F Williams - body cameras	POLICE EQUIPMENT	-1,020.00
					Detail Desc.: Saraceno-dog vest		21,466.00
Batch 3,420 Totals							21,466.00

Report Totals

21,466.00