

**PRESENT:** Supervisor Broderick; Deputy Supervisor Conrad; Councilmembers Bax, Geiben, Jacoby and Morreale; Finance Director Agnello; Attorney T. Seaman; Engineer Lannon; Building Inspector Masters, Recreation Director Dashineau; Senior Center Director Collesano; Water Foreman Zahno; Police Chief Previte; Town Historian Maggard; 2 Press; 5 Residents and Clerk Donna Garfinkel

Supervisor opened the meeting with the Pledge to the Flag followed by a moment of silent reflection.

#### AGENDA APPROVAL

Agenda Additions: Geiben – Hire Senior Center Aide; Morreale – Hire Recreation Aides

#### AGENDA APPROVAL

**Bax MOVED for approval of the Agenda as amended, Seconded by Jacoby and Carried 5 – 0.**

#### RESIDENTS STATEMENTS

Witryol, Amy – Lower River Road – Witryol asked if any decisions were going to be made, at this meeting, regarding the Riverfront Park. Broderick said no.

Broderick introduced the two new press reporters.

#### DEPARTMENT HEAD STATEMENTS

Clerk Garfinkel – The Town placed a Hewlett Packard Design-Jet 1055CM Map Plotter on Auctions International. The final bid was \$290.00. Garfinkel requests Town Board approval.

**Geiben MOVED to accept the \$290 bid for the Hewlett Packard Design-Jet 1055CM Map Plotter, Seconded by Morreale and Carried 5 – 0.**

Chief Previte – The Police Dept. is having training on Narcan. There is a new type. This is being replaced by the Erie County Mercy Health Services. Each time one is used it will be reimbursed.

The Town has been working on a SRO Agreement with Niagara Orleans BOCES for summer school being held at Niagara Wheatfield. There is no cost to the Town.

Seaman has been working with the Attorney for BOCES on this contract. This is similar to the Contract the Town has with Niagara Wheatfield. There is no additional cost to the Town.

Seaman forwarded Board members a copy of the Contract.

**Jacoby MOVED to approve the Contract between the Town and BOCES for the staffing of an SRO, at Niagara Wheatfield, Seconded by Bax and Carried 5 – 0.**

**Geiben MOVED to authorize the Supervisor to sign the Contract between the Town and BOCES for the staffing of an SRO at Niagara Wheatfield, Seconded by Bax and Carried 5 – 0.**

Water Foreman Zahno – Zahno requests permission to hire Mat Johnson for summer help, at a salary per Union Contract.

**Geiben MOVED to approve the hiring of Mat Johnson, starting July 1, at salary per Union Contract, Seconded by Bax and Carried 5 – 0.**

Recreation Director Dashineau – Park Programs will start June 25<sup>th</sup>.

Broderick, Dashineau and Lester walked the entire greenspace where the ash trees were removed. There is still work to be done by the contractor. Dashineau understands the contractor was to be working today, but was not there.

Most of the work left to do is removing logs that are bigger than 4 inches. A lot of the greens are starting to grow and looking better already.

Town Historian Maggard – Maggard is a member of the Town & Village Bicentennial Planning Committee. The years for the Bicentennial are 2022 & 2023. Maggard distributed a map along with meeting minutes from 1818.

Back in the 1800's Cambria was all of Niagara County and a part of Erie County. In 1818, Lewiston broke apart from Cambria and made a Town. The Town was "formed" in 1818 not 1823. The Town held their first Town meeting on February 27, 1818. Maggard and Garfinkel have been researching every avenue to see where the 1823 came from.

Maggard asks the Town Board for permission to form a Committee to update the Town seal. Geiben said the Bicentennial Planning Committee was thinking of holding a competition for the celebration and maybe the Town seal could be the project.

Jacoby works with Maggard on the Committee. With all the research that has been done, it seems pretty conclusive that 1818 is the date.

Broderick agrees and the Town should celebrate the Bicentennial with the village, acknowledging that 1818 is the year for the Town and 1822 for the Village.

Broderick appreciates all that Maggard has done. All Board members agree.

#### APPROVAL OF MEETING MINUTES

**Geiben MOVED to approve the Town Board meeting minutes of May 30, 2019, Seconded by Morreale, and Carried 5 – 0.**

#### AUDIT PAYMENT

**Jacoby MOVED to approve the Regular Abstract, dated June 10, 2019, of claims numbered 1437 to 1565 and recommend payment in the amount of \$225,946.39 plus a Post-Audit of \$12,019.93 and the Regular Abstract, dated June 24, 2019, of claims numbered 1566 to 1718 and recommend payment in the amount of \$638,902.65, plus a Post-Audit of \$14,431.98, Seconded by Morreale and Carried 5 – 0.**

#### OLD BUSINESS

Riverfront Park – The Board has had a month to consider the report regarding the sampling at the property. Lannon said the results of the 4<sup>th</sup> round of sampling, were consistent with what was found in the prior rounds. Not much has changed based on these results. This report was submitted to the DEC. The Town received a letter from the DEC, dated June 24, 2019 stating that this property would not qualify for the NYS Superfund Registry.

Kathy Galante of GHD and Lannon will discuss the report at the July 8<sup>th</sup> Environmental Commission meeting.

Jacoby asked Galante, that with the testing showing no migration to the West, the two borings were completely clean, and from the analysis, does Galante see any indication that any of this stuff is migrating in any direction? Galante said testing was North and West. There was no testing to the South due to the way the property is and close to the property line.

Jacoby asked Galante, based not so much scientifically but on Galante's own experience and feelings, does she have any qualms or reservations about putting the park there. Galante said no.

#### NEW BUSINESS - Residents / Public Correspondence

The Town received a letter from the Sanborn Business and Professional Assoc. The Association thanks Highway Superintendent Trane for planting three trees they received through a grant. Broderick said the Board received an email from a resident on Adams Circle regarding his neighbor operating a business out of his home. He is asking what the Town Board is going to do about it. The neighbor has been violated for running the business and it is in court. This is frustrating for the neighbors but it takes time. Broderick has forwarded the email to the courts.

Jacoby asked Masters if his office has done all that can be done, and now it is in court. Masters said a violation was sent, they did not respond. The office has emailed back and forth with them explaining why they can't operate a business, but no response has been received.

### SUPERVISOR BRODERICK

#### Liaison Report

Edmunds & Associates Software Program – Broderick believes everyone here knows the Town's frustration with the Water Dept. billing. It is not the Town's billing, it's the post office.

The Tax, Building and Clerk offices use a program from BAS. These departments are more than happy with their programs. Edmunds has since purchased BAS; therefore they are technically BAS. The Water Dept. is looking at going with the same software.

Residents will have the option to pay on line, direct deposit with a checking account; there is an email notification when water bills are mailed, notification a week before due date and notification when it is late. Residents will have the option to opt out of receiving a paper bill.

The Town Board initiated a \$100 Administration Fee on unpaid water bills that went on taxes. In the three years that this has been in effect the Town has collected \$150,000. These dollars were put into the Town budget and will be used to purchase the software from Edmunds.

### **Geiben MOVED the following resolution and authorizes the Supervisor to sign the contract with Edmunds & Associate, Seconded by Morreale**

**WHEREAS**, Edmunds GovTech provides software designed for governmental services by including a fully integrated and secure graphical user interface, and installation, maintenance and conversion services, and

**WHEREAS**, the Town of Lewiston Building Department and the Town of Lewiston Town Clerk utilize Edmunds GovTech software and its accompanying services, and

**WHEREAS**, the Town wishes to upgrade the software programs utilized by the Water Department and anticipates combining and integrating certain departmental software needs, and

**WHEREAS**, the Town finds it necessary to provide for easy, effective and efficient departmental integration by utilizing one software interface, and

**WHEREAS**, Edmunds GovTech develops integrated software between governmental departments, and

**WHEREAS**, the Town wishes to maintain uniform use of software among the Town Departments with regards to software applications, in order to avoid the necessity of employees learning to use multiple programs and the Town maintaining multiple programs and databases, and

**NOW, THEREFORE, BE IT RESOLVED**, that for reasons of efficiency and economy and pursuant to the authority conferred by General Municipal Law §103(5), it is determined by this Board that there is a need for standardization in the use of software interfaces among Town departments, and that the Town standardize to Edmunds GovTech brand software, be it further

**RESOLVED**, that the Town is authorized to purchase software and its accompanying customer services from Edmunds GovTech for the Town of Lewiston Water Department, to the exclusion of all other software providers, without the need for bidding or gathering alternate proposals, and be it further

**RESOLVED**, that the Town Supervisor is hereby authorized to execute the necessary documents to enable the Town of Lewiston to purchase said software and to enter into said service agreement on behalf of the Town, subject to approval of said documents by the Town Attorney.

Seaman wants it understood this resolution is for the Water Dept. only. Finance and Payroll will be the beginning of next year. Broderick said yes, and Edmunds will honor the dollars quoted today, next year.

**Carried 5 – 0.**

Edmunds quote is for three departments, Water, Finance and Payroll for a total of \$66,430, of which approximately \$32,000 is for the Water Dept.

Engineering

Street Light – Big Vista / Little Vista. There is a Service Agreement with National Grid that needs to be signed by the Supervisor. This light was approved by the Town Board in March.

**Bax MOVED to authorize the Supervisor to sign the Service Agreement with National Grid for a street light at Big Vista / Little Vista, Seconded by Morreale and Carried 5 – 0.**

Police & Parks Storage Building Bids – The Town held a bid opening and following are the bids received: Morton Building, Inc. - \$507,692; Scufari Construction Company LLC - \$590,000; The Massaro Group, Inc. - \$712,500. GHD recommends awarding the Storage Building project to Morton Buildings, Inc. total bid amount of \$507,692.

**Bax MOVED to award the Police & Parks Storage Building project to Morton Buildings, Inc. for bid amount of \$507,692, Seconded by Morreale**

Jacoby asked if these bids reflect the change in the bid specs. Lannon said yes.

**Carried 5 – 0.**

Finance - Budget Adjustments

Agnello is requesting to transfer \$3,000 to Treatment & Disposal Gasoline/Diesel Fuel - SS1-8130-0400-3510, from Treatment & Disposal Contractual - SS1-8130-0400-0000 to cover gasoline & diesel expenses for the remainder of the year.

**Morreale MOVED to transfer \$3,000 to Treatment & Disposal Gasoline/Diesel Fuel - SS1-8130-0400-3510, from Treatment & Disposal Contractual - SS1-8130-0400-0000, Seconded by Jacoby and Carried 5 – 0.**

Investment Resolution

Agnello is requesting approval for the Supervisor to sign necessary application paperwork with Key Bank to allow the Town to begin investing in US Treasury Bills and Notes in accordance with our Investment Policy and the State of New York. This has been sent to Seaman for review.

The US Treasury Bills and Notes are no risk, 100% Government Guaranteed, short-term maturities (1-month, 3-month, 6-month) with an attractive interest rates of 2%+. There are no fees associated with these investments.

**Geiben MOVED the following resolution, Seconded by Bax**

**WHEREAS**, the Town of Lewiston wishes to invest certain Town funds which are not currently needed to meet the short term financial obligations of the Town, and

**WHEREAS**, the Town of Lewiston has previously enacted a Town of Lewiston Investment Policy, and

**NOW THEREFORE BE IT RESOLVED**, that the Town Board hereby authorizes the Town Supervisor to make certain investments in short term government backed investments in accordance with the Town of Lewiston Investment Policy and New York State Finance Law, and

**BE IT FURTHER RESOLVED**, that the Supervisor is hereby authorized to sign the necessary documents to effect said investments on behalf of the Town, subject to review and approval by the attorney for the Town.

Geiben understands the Supervisor's department has the authority to invest Town money in an on-going basis. Broderick said yes. Geiben asked if the Board receives an updated report on this. Seaman said the Town's investment policy requires a monthly update.

**Carried 5 – 0.**

COUNCILMAN BAX – Nothing to report

COUNCILMAN GEIBEN

Mary Ann Wittcop has turned in her resignation, with her last day being June 19, 2019. The position was posted and a person can be appointed.

**Geiben MOVED to accept the resignation of Mary Ann Wittcop, with regret, from the Senior Center, Seconded by Bax and Carried 5 – 0.**

**Geiben MOVED to appoint Patricia Zahno as Senior Center Aide, at the salary established through Amy Smith's office, Seconded by Morreale and Carried 5 – 0.**

Zahno will start July 1, 2019

COUNCILMAN JACOBY

Jacoby attended a Fire Bureau meeting and forwarded the Bureau's concerns to Broderick.

Jacoby attended a meeting with Town Grant Writer Connie Miner. Miner is very competent, does a thorough job, and is a great asset.

Jacoby works with Maggard on the Bicentennial. Maggard is doing a great job for the Town.

COUNCILMAN MORREALE

Dashineau submitted a letter with Recreation Aide hires and their salary.

**Morreale MOVED to hire Dieteman, Charles; Frazier, Stephanie; Previte, Frank and Lester, Sarah as Recreation Aide at \$11.10/hour; and San Giacomo, Julia as Recreation Leader at \$13.40/hour, Seconded by Geiben and Carried 5 – 0.**

LED Conversion Plan – Tabled. Town Board will hold a Special Session on July 8, 2019 at 6 pm, regarding the conversion plan.

RESIDENTS STATEMENTS – None

**Bax MOVED to adjourn, Seconded by Morreale and Carried 5 – 0.** (6:47 pm)

Transcribed and respectfully submitted by:

Donna R. Garfinkel, Town Clerk