

Work Session

November 13, 2023

6:00 PM

PRESENT: Supervisor S. Broderick; Dep. Sup. B. Conrad; Councilmembers B. Geiben, R. Morreale, J. Jacoby & J. Myers; Atty. A. Bax; Eng. B. Lannon; Bldg. Insp. T. Masters; Finance Director J. Agnello; Water Cr. Ch. J. Dell; Rec. Dir. T. Smith; Hwy. Sup. M. Zahno; WPCC Ch. Op. J. Ritter; Hist. M. Maggard; Police Off. S. Skutnik; 1 Press; 1 Resident and Clerk T. Burns.

ZOOM ATTENDEES: Sr. Cit. Coordinator M. Olick; Dep. Bldg. Insp. E. Zimmerman

The Supervisor called the Work Session to order, followed by the Pledge of Allegiance and asked for a moment of silent reflection keeping all Military Personnel, on this Veterans Day weekend, in our thoughts and prayers.

AGENDA Additions: Morreale: Sewer Use Agreement; Geiben: Public Information Meeting – Short Term Rentals & Approval of Public Hearing Preliminary Budget 11/9/2023 minutes.

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

APPROVAL OF MINUTES

Morreale MOVED to approve the minutes of 10/23/2023 – RTBM. Seconded by Myers and carried 4-0. Geiben - Abstained.

ABSTRACT

Geiben MOVED to approve Regular Abstract of Claims Numbered 23-02923 thru 23-03133 and recommended payment in the amount of \$360,995.71, plus a post-audit of \$12,097.93. Seconded by Morreale and carried 5-0.

DEPARTMENT HEAD STATEMENTS

WPCC

Ritter requests approval of the 2024 Sewer Use Agreement that was reviewed by Attorney Bax and needs Supervisor Broderick's signature.

Geiben MOVED to approve the 2024 Sewer Use Agreement. Second by Morreale and carried 5-0.

Morreale MOVED for Supervisor's signature. Second by Myers and carried 5-0.

Ritter stated there will be an increase in sewer rates for 2024 of \$0.05/1000 gallons.

Highway

M. Zahno presented three quotes for bleachers at Pletcher Park. Pioneer Athletics - \$17,861.60, Uline - \$15,490.50 and Park Warehouse at a cost of \$11,636.44.

Geiben MOVED to approve the low bid from Park Warehouse. Second by Morreale carried 5-0.

Seniors

Coordinator Olick said they will have a fall prevention workshop on 11/14 at 1:00PM. It will be like an exercise program and they will talk about how to stay steady on your feet and how to prevent tripping.

On Wednesday 11/15 there will be a Thanksgiving Lunch. You needed to order ahead so there will not be any extras. Friday 11/17 @ 1:00PM there will be a Flower arranging workshop. Wednesday 11/22 at 11:00AM there will be a harp and cello concert & Wednesday 11/29 at 11:00AM a Lewiston Larks Concert.

Recreation

Dir. Smith said the Trunk – or – Treat went very well this year as well as Lego night. There will be a Lego night in Sanborn in February 2024 and another in Lewiston in April 2024 due to the great response. Upcoming events include Craft night, Ginger Bread House Making Contest, breakfast with Santa & Skate Nights. There are 3 spots open for Sponsors for skate night, 7 spots have already been filled.

Dir. Smith submitted approval for three seasonal recreation hires.

Geiben MOVED for approval of Sherry Schmahl - \$15.00/hr., Emily Quider - \$15.50/hr. and Connor Quider - \$14.50/hr. as Seasonal Hires effective 11/24. Seconded by Morreale and carried 5-0.

Dir. Smith submitted for approval a contract with Team Snap, for a new website for the Recreation Department. The current website, www.lewportsports.com is difficult to promote Lewiston Recreation with the name of Lew-Port being in the web address. The Recreation Department is not associated with Lew-Port. Different websites were looked at and Team Snap, which is a free App on your phone, offers what is needed. Team Snap will be transparent, fluent and will have open communication. The Recreation Department can use this for baseball programs, camps and all events. It allows residents to register for events, tracks payments, schedules and gives important updates/cancellations. The App lets the Recreation Department see who sees who's information.

Supervisor Broderick said he has talked with Dir. Smith and that the Recreation Dept. is lacking a website and he has received complaints over the years regarding the current website.

Jacoby MOVED to approve the purchase of Team Snap in the amount of \$4,150.00. Second by Geiben carried 5-0.

NEW BUSINESS

Lewiston currently has a moratorium on short term rentals. For creating a new law, the Town will have to have Public Hearings. The Town would like to hold an informational meeting at the next RTBM on 11/27/2023 at 6:00PM regarding short term rentals. This is NOT a public hearing and is strictly for informational purposes. The Board is interested in hearing all opinions. We ask everybody and anybody who would like to speak, regardless if they are for or against short term rentals, to attend. The Town would like to have a decision before the moratorium expires in February 2024. If anyone could not attend, they can also submit a written statement that will be submitted.

BRODERICK

Finance: The Finance Director asked for approval to process the following 2023 budget revisions:

- a) A request to move \$100 to Buildings Equipment - A00-1620-0200-0000 from Buildings Contractual - A00-1620-0400-0000, to cover small equipment purchases.
- b) A request to move \$20 to Recreation Concessions Contractual - A00-7310-0402-0000 from Recreation Contractual A00-7310-0400-0000, to cover concession expenses.
- c) A request to move \$4,150 to Recreation Contractual - A00-7310-0402-0000 from Brush Contractual - A00-5140-0400-0000, to cover a new website design for the Recreation Department.
- d) A request to move \$20,000 to Parks Equipment - B00-7110-0200-0000 from Parks Personnel - B00-7110-0100-0000 to cover the purchase of new park signs for the four parks. Money is unused due to EE's moving to the Highway Department.
- e) A request to move \$75,000 to Treatment & Disposal Contractual - SS1-8130-0400-0000 from Treatment & Disposal Equipment - SS1-8130-0200-0000, to cover contractual expenses through the remainder of the year.

- f) A request to move \$1,000 to Union Welfare Benefits - SS1-9070-0800-0000 from Medical Insurance - SS1-9060-0800-0200, to cover Union Welfare benefits through the remainder of the year.
- g) A request to move \$15,000 to Transmission Equipment - SW1-8340-0200-0000 from Transmission Personnel - SW1-8340-0100-0000, to cover water hydrant and meter expenses.
- h) A request to move \$14,000 to Transmission Contractual - SW1-8340-0400-0000 with \$10,000 from Transmission Personnel - SW1-8340-0100-000 and \$4,000 from Water Admin. Contractual - SW1-8310-0400-0000, to cover contractual expenses.

Geiben MOVED for approval, as presented. Seconded by Morreale and carried 5-0.

Finance Director Agnello requests the adoption of the 2024 Budget.

Supervisor Broderick would like to thank the Finance Director and all department heads for working hard on the budget.

Morreale MOVED to adopt the 2024 Budget. Second by Jacoby carried 5-0.

Dir. Agnello thanked Supervisor Broderick, the Town Board and department heads for working together so well to produce such a well-balanced budget and always putting the residents in forefront.

GEIBEN Nothing to report.

JACOBY

Roster Additions: The Upper Mountain Fire Company submits Aaron Longo of Lewiston for active membership.

Jacoby MOVED for approval. Second by Geiben carried 5-0.

MORREALE Nothing to report.

MYERS

Myers received an email from Town Clerk D. Garfinkel. The residents of Saddlewood HOA request two additional street lights be considered for their complex. Residents are concerned with the lack of lighting on Bridlepath Lane and Hackney Lane. There will soon be additional traffic with the Essex Complex being constructed. Safety is a concern for people walking their dogs, etc. The additional lighting could be placed in front of 5215 Bridlepath Lane and 5214 Paddock Lane.

Eng. B. Lannon is already working on the street lighting in Essex which includes an intersection with Saddlewood. Town policy for street lighting is intersections, dangerous curbs and cul-de-sacs.

Supervisor Broderick said they will visit the properties and look into whether it meets Town Code.

Broderick announced Town offices will be closed 11/23 & 11/24 for the Thanksgiving Holiday.

Jacoby MOVED to adjourn. Seconded by Morreale and carried 5-0. Time: 6:20 pm.

Transcribed and
Respectfully submitted by:

Tamara L. Burns
Deputy Town Clerk

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