

26-B COMMUNICATIONS

1. Supervisor Meegan re Resolution for the DEC Urban and Community Forestry Grant

Motion by Supervisor Meegan, seconded by Councilman Hart, to receive and file this item.

On the question, Supervisor Meegan stated the town is not in a budgetary position to match the grant of \$174,000; however, at the request of Grantwriter Connie Miner, Town Attorney Shawn Martin will prepare a request for quotes (RFQ) for an arborist.

Ayes: All Noes: None Motion Carried

2. Supervisor Meegan re Appointment of Laura Gruzca as part time Clerk

Motion by Supervisor Meegan, seconded by Councilman Rusinski, to appoint Laura Gruzca as part-time clerk at a rate of \$10/HR effective December 2, 2013 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

On the question, Councilman Hart questioned where Ms. Gruzca will work.

Supervisor Meegan responded the clerical pool has been depleted and additional part-time clerks are needed. She further noted that information on applying for a part-time clerk position is available on the town's website.

Ayes: All Noes: None Motion Carried

3. Town Attorney re Transportation & Escort Services Contract with Erie County

Motion by Supervisor Meegan, seconded by Councilman Hart, to authorize the Supervisor to execute the attached Transportation and Escort Services Contract with Erie County effective January 1 – December 31, 2014.

Ayes: All Noes: None Motion Carried
APPENDICES

4. Town Attorney re Congregate Dining Contract with Erie County

Motion by Supervisor Meegan, seconded by Councilman Hart, to authorize the Supervisor to execute the attached Congregate Dining Contract with Erie County effective January 1 – December 31, 2014.

Ayes: All Noes: None Motion Carried
APPENDICES

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5. Highway Supt. re Rejection of bids to replace Building & Grounds roof located at 45 South Avenue
- Motion by Supervisor Meegan, seconded by Councilman Hart, to reject all bids received on November 6, 2013 for replacement of the roof at Buildings & Grounds located at 45 South Avenue, noting that core sampling results showed asbestos which altered the specifications.

On the question, Councilman Hart questioned if this will significantly increase the cost.

Highway Supt. Matthew English responded the cost will increase due to discovery of asbestos in the second layer of core sample.

Ayes: All

Noes: None

Motion Carried

6. Highway Supt. re Title change for Daniel Sadowski to Highway Motor Equipment Operator
- Motion by Supervisor Meegan, seconded by Councilman Hart, to terminate Daniel Sadowski as Highway Laborer and appoint him as Highway Motor Equipment Operator Group 2, Step 4 at a rate of \$26/HR effective December 2, 2013 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All

Noes: None

Motion Carried

7. Chief Denz re Budgetary transfer request
- Motion by Supervisor Meegan, seconded by Councilman Rusinski, to approve a budgetary transfer request of \$3,375.64 from Acct. #001.3120.0164 (Police Community Policing Program) to Acct. #001.3120.0153 (Detective) \$2,997.67 and Acct. #001.3120.0154 (Police Officer) \$377.97 to comply with bookkeeping measures established by the Finance Department.

On the question, Councilman Hart questioned if this is an administrative transfer to maintain a balanced budget.

Chief Denz responded that funds are being transferred to comply with measures established by the Finance Department and there is no increase in expenditures.

Ayes: All

Noes: None

Motion Carried

26-B COMMUNICATIONS

8. Chief Denz re Budgetary amendment request
- Motion by Supervisor Meegan, seconded by Councilman Rusinski, to increase appropriation line #1.3120.0210 Various Police Equipment in the amount of \$7,433.66 noting that the source of funding for this request is Trust and Agency T-71 Police Facility Expansion.

On the question, Councilman Hart stated this is a transfer of donated funds to the construction line item.

Ayes: All

Noes: None

Motion Carried

9. Chief Denz re Status change for part time Public Safety Dispatchers
- Motion by Supervisor Meegan, seconded by Councilman Hart, to change the status of part-time Public Safety Dispatchers David Pangallo, Andrew Oscypala and James McCullough to part-time seasonal effective December 1 - 31, 2013 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

On the question, Councilman Rusinski questioned if there is adequate part-time staffing of Public Safety Dispatchers (PSDs).

Chief Denz responded that a request for additional part-time staffing will be forthcoming in early 2014 due to anticipated vacancies and he would like to look at the active Police Officers list when making recommendations for future appointments, noting that in the past numerous PSDs have become Police Officers and their experience has been beneficial.

Ayes: All

Noes: None

Motion Carried

10. Finance Director re Budgetary transfer requests (3 pages)
- Motion by Supervisor Meegan, seconded by Councilman Rusinski, to approve the attached list of budgetary transfer requests from various Interest accounts to various principal accounts to adjust principal and interest allocation.

Ayes: All

Noes: None

Motion Carried
APPENDICES

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11. Finance Director re
Budgetary transfer request

Motion by Supervisor Meegan, seconded by Councilman Rusinski, to approve the budgetary transfer request of \$2000 from Contingency line item #1.1990.0480 to Background Checks line item #1.1989.0401 to create and transfer funds for background checks for the 2014 budget.

Ayes: All Noes: None Motion Carried

12. Sr. Recreation Therapist of
Senior Services re Budgetary
transfer request

Motion by Supervisor Meegan, seconded by Councilman Hart, to approve the budgetary transfer request of \$500 from Adult Recreation Equipment Repairs line item #1.7620.0443 to Adult Recreation Cleaning Supplies line item #1.7620.0917 to cover an increase in cleaning costs.

Ayes: All Noes: None Motion Carried

13. Sr. Recreation Therapist of
Senior Services Status
change for Jeanette
Kropczynski to seasonal

Motion by Supervisor Meegan, seconded by Councilman Hart, to change the status of part-time clerk Jeanette Kropczynski to part-time seasonal effective December 2, 2013 – January 31, 2014 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All Noes: None Motion Carried

14. Sr. Recreation Therapist of
Senior Services Status
change for Leanne Piniewski
to seasonal

Motion by Supervisor Meegan, seconded by Councilman Rusinski, to change the status of part-time Food Service Worker Leanne Piniewski to part-time seasonal effective December 2, 2013 – March 31, 2014 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All Noes: None Motion Carried

15. Director of Recreation re
Appointment of Madeline
Stoklosa as part-time
Recreation Attendant

Motion by Supervisor Meegan, seconded by Councilman Rusinski, to appoint Madeline Stoklosa as part-time Recreation Attendant effective December 2, 2013 at a rate of \$7.25/HR and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

26-B COMMUNICATIONS

15. (continued)

On the question, Councilman Hart questioned the procedure for people interested in working in the Recreation Department.

Director of Recreation Craig Kroll stated that interested applicants should complete and submit an application which is available on the town's website. Mr. Kroll did not currently have a need for additional staffing; however, all applications are kept on file for future use. He further noted the current minimum rate of \$7.25/HR will increase beginning January 2014.

Ayes: All

Noes: None

Motion Carried

26-C APPROVAL OF WARRANT

Motion by Supervisor Meegan, seconded by Councilman Rusinski, to approve the vouchers submitted for audit, chargeable to the respective funds as follows:

General Fund - \$2,983,500.29; Highway Fund - \$857,194.01; Special Districts - \$469,372.42; Capital Fund - \$154,506.29 (voucher #'s 81162-81560); Trust & Agency Fund - \$30,635.84 (voucher #'s 81521-81547)

Ayes: All

Noes: None

Motion Carried

ISSUES OF THE PUBLIC

SUMMER DAY CAMP PROGRAM

Amy Carpenter questioned if information will be available on the town's website regarding the proposed summer day camp program.

Director of Recreation Craig Kroll responded that no final plan is in place.

Town Clerk Jacqueline Felser stated the printable version of the October 28th work session minutes includes the power point presentation on the proposed summer day camp.

Mrs. Carpenter questioned the hours and if field trips will be included in the overall cost.

Mr. Kroll responded that 9 A.M. – 4 P.M. are the suggested hours with pre and post camp supervision available at an additional cost. There is no additional cost proposed for field trips.

Linda Toy questioned if the summer camp program will include neighborhood playgrounds.

ISSUES OF THE PUBLIC

SUMMER DAY CAMP PROGRAM (continued)

Supervisor Meegan responded that all options are being considered.

Councilman Rusinski stated the proposed program will provide a good service, be fiscally responsible and save money. The town currently spends approximately \$75,000 on recreation programs, whereas the proposed summer day camp has an estimated cost of \$25,000.

STATUS OF AMERICORPS PAYMENTS

Amy Carpenter questioned the status of AmeriCorps payments.

Finance Director Patrick Clancy responded that a payment was received for December.

FIRE DEPARTMENT AUDITS

Frank Russo questioned if there are any plans to audit local fire departments.

Councilman Hart responded the NYS Comptroller's office is responsible for determining which fire departments are to be audited. Fire Departments set their own budget and are governed separately; the town merely collects taxes for them.

Town Attorney Shawn Martin stated although the town collects taxes for the library, school and fire districts they are not responsible for the overall supervision of these municipalities. However, their budget process is very similar to the towns.

Councilman Hart further noted that fire districts are required to have an annual audit conducted by a certified public accountant and file a report with the NYS Comptroller.

GARBAGE TOTES

Linda Toy questioned the status of the garbage totes, noting that Lackawanna totes were already distributed.

Supervisor Meegan responded they are continuing to work on distributing approximately 18,000 garbage and recycling totes; however, money had to be bonded and trucks retrofitted prior to distribution. Lackawanna had a total of 6800 garbage totes to deliver, no recycling totes, and they had funding readily available to make the purchase.

Councilman Hart stated the hardest part of the tote distribution process is identifying who will actually receive the totes.

ISSUES OF THE PUBLIC

GARBAGE TOTES (continued)

Susan Kims questioned if the board members had discussed assisting elderly and disabled residents and if the current code will be changed allowing employees to go on private property.

Town Attorney Shawn Martin responded that a public hearing is scheduled for December 16th to discuss all options. The proposed local law is available online and actual voting will depend on the scope of proposed changes.

Highway Supt. Matthew English stated the Rochester program requires a 3 – 4 foot path be cleared leading directly to the tote. All options will be discussed with the Town Board; however, assistance will be geared more for the disabled rather than the elderly and an interview process will determine who is eligible for assistance.

Mr. Martin noted the recycling vendor may not be in favor of any changes since their contract states "curbside collection."

STATUS OF FEASIBILITY STUDY

Susan Kims questioned the status of the feasibility study.

Councilman Hart responded they anticipate receiving the results from the feasibility study in mid January.

PRESENTATION OF COMMUNICATIONS BY BOARD MEMBERS AND DEPARTMENT HEADS

2014 HISTORICAL & COMMUNITY CALENDAR

Town Clerk Jacqueline Felser stated the 2014 historical calendar is available in the Town Clerk's office for \$5.

SIDEWALKS

Code Enforcement Officer John Gullo reminded all residents and business owners to shovel their sidewalks.

UPDATE ON TOWN PROJECTS

Town Engineer Jason Foote stated work has begun on the East & West/Leydecker Road sewer project. Manhole rehabilitations are continuing on phase II & III of the sewer project; however, sliplining has been completed for the winter. Concrete work at the Senior Citizens Center should be completed within the week.

PRESENTATION OF COMMUNICATIONS BY BOARD MEMBERS AND DEPARTMENT HEADS

MICHAEL ROAD DRAINAGE ISSUE

Town Engineer Jason Foote commented on the Michael Road drainage issue that was brought before the Town Board years ago and never addressed. Initial plans indicated the Highway Department was going to install pipe and catch basins and perform infrastructure work. Topographic surveys were recently completed and plans generated in an attempt to alleviate a drainage problem that still exists for several residents. Mr. Foote will be meeting with Highway Supt. Matthew English to discuss all options including materials, cost and financing, noting that money is not available in the Engineering Department budget. He estimated approximately 750' of pipe will be needed at an estimated cost of \$10,000.

Supervisor Meegan stated it was her understanding drainage issues were created when a new house was built and Councilman Rusinski questioned why the town would be responsible for this issue.

Code Enforcement Officer John Gullo stated the drainage plan that was submitted and approved by the Engineering Department when the house was originally built is not working.

BREAKFAST WITH SANTA

Director of Recreation Craig Kroll announced that "Breakfast with Santa" will take place December 15th from 9:00 – 11:00 a.m. at the Senior Citizens Center. The cost is \$10 per person and space is limited to 225 people. Information and registration forms are available on the town's website.

PELLMAN PLACE DRAINAGE

Councilman Hart referred to Highway Supt. Matthew English a drainage issue on Pellman Place.

Mr. English responded that he met with the resident last week and is aware of the problem.

BURCHFIELD NATURE & ART CENTER 2013 REPORT

Motion by Councilman Hart, seconded by Supervisor Meegan, to enter into the record and post on the town's website, the Financial Summary and 2013 – 2014 Annual Report for the Burchfield Nature and Art Center

Ayes: All

Noes: None

Motion Carried

PRESENTATION OF COMMUNICATIONS BY BOARD MEMBERS AND DEPARTMENT HEADS

CAN SOUP DRIVE

Supervisor Meegan recognized Lauren Masset for organizing the Cans for Community Soup Drive benefitting the West Seneca Food Pantry. The food drive runs from December 2 – December 16 and donation boxes are currently located at the Kiwanis Recreation Center, Town Hall and the West Seneca Ice Rink.

STAR FILING ASSISTANCE

Supervisor Meegan announced the Assessor's office will be at the Senior Citizens Center December 19th from 4 – 7 P.M. to assist residents in filing for basic STAR with New York State.

SCHOOL ZONE TRAFFIC

Supervisor Meegan received a letter from Assemblyman Michael Kearns regarding traffic issues involving vehicle speed around local schools. A traffic and engineering investigation will be performed by NYS and results released once findings are complete.

Councilman Hart suggested increasing patrols in those areas.

Chief Denz responded that his department currently runs two traffic details in school zones every month with grant money received from NYS. Chief Denz requested a copy of the letter indicating he will reach out to Assemblyman Kearns and offer his assistance.

EXECUTIVE SESSION

Motion by Supervisor Meegan, seconded by Councilman Hart, to recess to Executive Session at 7:55 P.M. to discuss one contract and one litigation matter with Town Attorney Shawn Martin.

Ayes: All

Noes: None

Motion Carried

The board members returned from Executive Session at 8:30 P.M.

ADJOURNMENT

Motion by Supervisor Meegan, seconded by Councilman Hart, to adjourn the meeting at 8:30 P.M.

Ayes: All

Noes: None

Motion Carried


JACQUELINE A FELSER, TOWN CLERK