

A Work Session of the Town Board of the Town of Clarence was held on Wednesday, February 3, 2016, 2016 at Clarence Town Hall, One Town Place, Clarence, New York.

Supervisor Patrick Casilio called the meeting to order at 9:00 AM. Members of the Town Board present were Councilmember's Peter DiCostanzo, Robert Geiger, Christopher Greene and Paul Shear. Other Town Officials present were Assistant to the Supervisor, Karen Jurek, Director of Community Development James Callahan, Junior Planner Jonathan Bleuer, Town Attorney Lawrence Meckler, Town Engineer Tim Lavocat, Highway Superintendent James Dussing and Director of Administration and Finance Pamela Cuvillo.

Rotella Grant Management – 2015 Report of Grants for the Town of Clarence

A handout was distributed giving a list of projects that Mr. Rotella has been working on and projects that were awarded. Rotella Grant Management has five grant writers on staff, he works closely with Department Heads and the Granting agencies to match up projects to get things listed on the IUP (Intended Use Plan) for water and sewer projects, sidewalk projects, whatever comes up between the Department Heads and what the Town Board is looking for. Rotella Grant Management has a wide support mechanism to do whatever projects the Town Board wants especially when it comes to research and development. They did a "needs assessment" with each department to get an indication of what they need to look for.

Working with the Planning Department and Engineering Department, Mr. Rotella obtained another \$100,000 for the sidewalks on Main Street which added to the \$490,000 we previously received for that project.

DEC Recycling Grant was submitted and awarded to the Highway Department to purchase a Brush Hawg Grapple Truck to support the implementation of its current local municipal yard waste recycling program.

Mr. Rotella will be meeting with the Assessor's Office again to see what they want to do. He did meet with the Judges to talk about Court amenities.

As Grant Writers, Mr. Rotella will put together the application and work with the granting agency but it is a team effort, whatever the department head gives them and supports them, the application goes through as a team effort.

Some of the projects that Rotella Grant Management was not successful with was the roof replacement project for the Historical Society Meeting House which was submitted through the Consolidated Fund Application the grant was not awarded because the Meeting House is not on the National Historical Registry. If he is to go for future grant monies on a project like that, then the Meeting House has to be registered. Supervisor Casilio did not think that was the direction the Town Board wanted to go in. The Town could get stuck with thousands of dollars' worth of improvements to make the building accurate to that time period. Mr. Rotella stated that he needs direction from the Board to be able to look at other sources to get this project funded.

A grant application was submitted for a trail project for Spaulding Green Development however because it is a private development, the town did not have site control. If this is a project the town wants to pursue, they need to obtain a deed or right-of-way. These are things that need to be addressed way before the application is submitted.

A Needs Assessment was done for each department. The Recreation Department has proposed a "bike rodeo" which would provide helmets and informational material for children which will be submitted with the Safe Routes to School Grant when this grant program reopens.

The Trail Projects will be reviewed and identify which projects to pursue.

Mr. Rotella spoke with Highway Superintendent Dussing about doing an inventory of equipment of what they should look at to put through the DEC to off-set the costs for future equipment. The DEC Recycling Grant offers fifty cents on the dollar for equipment which is how the grapple truck and a dump truck were purchased.

Mr. Rotella stated that the Town has to get on the lists because as soon as the DEC gets funded, as they reach the towns position number then he will submit a full application.

Mr. Rotella has talked to the Town Clerk's office regarding a potential application to the NYS Archives and he will meet again with the Assessor's Office to see what grants they want to pursue. He met with the Judges regarding court amenities but there is not much money for brick and mortar.

The Senior Center gave a long wish list of things that they would like. A lot of their requests have to do with programming.

The Department of Transportation will be opening up again, Mr. Rotella will meet with Town Engineer Lavocat to see what the next step is regarding additional sidewalks throughout the town through the Safe Routes to School Program.

These are all very long term projects that require some project development, reporting that needs to be done etc. All of these projects have components that the Town Board needs to decide if they want to fund them. It is important to understand that Grants do not get funded within six months, it takes a minimum of one year to 18 months. It is important to get the planning part done as soon as possible because as the project is developed the application can be submitted.

Supervisor Casilio stated that beginning this year, new policies are in place. He would like to develop a point of contact regarding grants, a better outcome can be achieved by coordinating grants. Some of the grants could require matching funds and the Board needs to know where the funds would be coming from. Communication is key. Supervisor Casilio would like to write fewer grants and be successful vs. writing many grants and not get any of them. There is a cost involved to writing a grant.

Councilman DiCostanzo stated that he would like to see a spread sheet summarizing the Grants that have been applied for, which Grants were awarded/not awarded and how much the Town received in grant money etc. Mr. Rotella stated that he would provide this information to the Board.

Town Engineer Lavocat stated that there may be other funding sources to obtain money for the Historical Museum. Mr. Rotella stated that there is not much money for historic preservation.

Supervisor Casilio introduced Donald George, the new intern in the Accounting Department.

Highway Superintendent James Dussing

Superintendent Dussing currently has four large ditching projects going on. The ditch on Brauer Road is being dug out to Goodrich Road. Gott Creek is being dug from Thompson Road to Shimerville Road. The department is working with property owners to gain as much access as possible to get the work done. Last year, 5.44 miles of ditches were restored.

Highway Superintendent Dussing is having very good luck with the organic mixture he is adding to the salt. He is trying to cut back on the use of salt by one third. The organic

mixture is working well, but Superintendent Dussing is considering adding a brine system. It will cost money up front but could save on salt down the road. Three tons of salt could make 2000 gallons of liquid brine. Sodium chloride brine sprayed on a dry surface prior to a storm will leave a coating of salt that will aid in the prevention of ice bond to the road surface. One driver would be needed to operate the truck. Highway Superintendent Dussing is currently obtaining quotes for a brine system. Several towns have implemented the system with good results.

Initial plans are being laid out for the construction and repaving season. Highway Superintendent Dussing has been receiving many speed zone request and cross walk enhancement request.

In the interest of safety and quality of life, the residents of Gunnville Road would like a traffic study conducted which they feel would show a necessity for a lowered speed limit on Gunnville Road from Main Street to Wehrle Drive and from Wehrle Drive to Genesee Street. They are also requesting the weight limit be reduced from Main Street to Wehrle Drive which would be beneficial in protecting the residents as they enter/exit the high school or utilize the bike trail on Gunnville Road. There are three residential houses on from Wehrle Drive to Genesee Street.

The Town of Lancaster did not approve any reduction in the speed limit but they did take an unposted speed limit of 55MPH and took it down to 45MPH. They did not entertain the thought of a weight limit.

Erie County recently widened the school zone to go past Melinda Drive and Patricia Drive up to Main Street.

Highway Superintendent Dussing has received requests for flashing School Zone lights (which are financed by the town) and for sidewalks on the west side of Gunnville from Patricia/Melinda Drive to Main Street. He will look into the reduction of the weight limit but that will seriously hamper the movement of truck traffic.

Supervisor Casilio noted that Gunnville Road is a two lane county road. That road has a history of heavy traffic with a major distribution center at the end of the street. If we reduce it to no truck traffic, what route will trucks travel, Ransom and Shisler will take the brunt of the truck traffic. Superintendent Dussing noted that the residence in that area are suggesting truck traffic be rerouted to Transit Road but you cannot dictate where the drivers should go.

Superintendent Dussing noted that a Traffic Study will cost approximately \$3,000 - \$4,000. Supervisor Casilio said he would like to see the speed limit reduced to 35MPH. Also if enhancements are made, signs should indicate "you are entering/exiting" a school zone. Councilman Casilio stated that if the town decides to do a traffic study, he would like it done during paving season and before school lets out so it represents real truck/bus traffic.

Town Attorney Meckler questioned what recommendations would come out of a Traffic Study and what exactly is the town looking for. Town Engineer Lavocat stated that you have to be very clear in your scope to get what you are looking for.

Town Attorney Meckler suggested reducing the speed limit and see how that works and then continue from there. Highway Superintendent Dussing concurred.

Highway Superintendent Dussing has a similar request for Hillcrest Drive and Main Street which he is working with the DOT to get a flasher so children on Hillcrest can cross Main

Street to get to the park. Highway Superintendent Dussing suggested implementing a more active Traffic Safety Committee within the next year or two.

Supervisor Patrick Casilio

Supervisor Casilio has several items to discuss in Executive Session regarding employment history and Attorney-Client issues.

Councilman DiCostanzo stated that on March 2, 2016 Rick Ganci from Capital Markets Advisors will give a presentation on Bond Financing and how it works.

Members of the Ethics Committee will give a presentation at the March 2, 2015 morning Work Session.

Supervisor Casilio asked the Board to have a recommendation regarding Rotella Grant Management by the next business meeting.

The Town of Amherst has reached out to Supervisor Casilio about entering into a Municipal Agreement regarding LOSAP. A meeting is scheduled for February 16, 2016 at 10AM.

Winterfest was well attended. Many Service Organizations within the town participated.

Supervisor Casilio received a letter from Clarence Hollow Association requesting \$9,000 for fireworks for Hollowfest. Currently, there is no money budgeted for this request. Councilman DiCostanzo said that he did not have any interest in funding two firework shows within several days of each other. Councilman Geiger suggested splitting the budgeted funds between Day in the Park and Hollowfest. Supervisor Casilio would like to see the financial statements from the organizers of Hollowfest to see how their proceeds are spent. According to the financial statements from Day in the Park approximately \$17,000 goes back to the Service Organizations that participate.

There was a discussion regarding the Town of Alden proposed Sales Tax Districts. The Town Board did not take any action at this time.

There have been some discussions and several complaints about garbage districts currently offered in the Town. One of the biggest complaints is all the recycling containers that do not have any lids and garbage blowing all around the neighborhoods and the fact that there are three and four disposal companies picking up refuse every day of the week. There are some neighborhoods who have gotten together and contracted with one disposal company so they only have refuse pick up one day a week on their street. Town Attorney Meckler suggested the Town Board discuss the pros and cons of creating a garbage district or possibly obtaining a grant for large trash containers with lids. Pam Cuvillo stated that creating a garbage district would be a special district line item and that would fall under the tax cap. The off-set would be the revenue coming in.

Clarence Fire District is requesting a waiver on their building permit fees. Supervisor Casilio suggested researching this and do what has been done in the past with other fire departments. Councilman DiCostanzo will check with the Town Clerk's office to see what was paid in the past.

There is an opening on the Conservation Advisory Council and an opening on the Planning Board.

Supervisor Casilio has received many comments about “zombie homes”, he would like to keep moving forward especially with the property maintenance law as it pertains to lawn maintenance. Town Engineer Lavocat stated that his office writes approximately sixty violations per year.

Director of Administration and Finance Pam CuvIELLO distributed a hand-out relative to LOSAP. Several fire companies have requested the entitlement age be decreased from 62 to 60 and years of service be increased from 30 – 35 years which would increase the maximum monthly benefit to \$700 (East Amherst entitlement age is 55). They are also requesting the mortality rate tables be updated to 2000, currently they are using tables from 1990. These changes will increase the cost. Supervisor Casilio stated that this would put the town over the tax cap and the only way he can see this happening is if the fire companies take up the burden with their existing budgets and figure out a way of doing this. He will meet with the Presidents of each fire department to discuss this with them. Town Attorney Meckler said that it will be up to each fire company to find a way to save money every year in their budgets to cover the additional costs. Pam CuvIELLO will obtain a cost breakdown by enhancement for each fire department.

Councilman Peter DiCostanzo

The lack of snow did not deter people from attending Winterfest.

The auditors will present a draft financial statement to the Audit Committee on March 28th and will give a presentation to the Town Board at the April morning Work Session. That date might have to be moved to May.

Councilman Robert Geiger

Councilman Geiger again presented a description of a small strip of land on Boyd Drive that the owner (who lives in Florida) would like the town to purchase, it is currently assessed for \$1000. The land behind this parcel belongs to the town. Town Attorney Meckler suggested waiting to see what the cost of an appraisal would be. Councilman DiCostanzo suggested investigating this further.

The Historical Society met with Parks Department employees to discuss some of the problems they have been having with their building. They will also be hosting a large garage sale at the Clubhouse on August 20th and 21st.

Councilman Christopher Greene

Clarence Public Library is requesting a letter from the Town Board approving the development of a Children’s Reading Garden. The garden will be developed in three phases. Phase I will include the construction of a concrete pad, they are looking for recommendations and direction from the Town Board. Town Engineer Lavocat stated that if the cost is under \$35,000, they can obtain proposals and not do a public bid. We cannot recommend contractors to them, they can obtain their own proposals but be sure that each proposal clearly states NYS prevailing wage. The Town Board would have to approve the site and scope of the project. Town Attorney Meckler and Town Engineer Lavocat will meet with Library Director Monica Mooney.

The Youth Bureau will be requesting Town Board approval for a field trip to Laser Tron.

Councilman Paul Shear

Woodland Hills/Cimato – applicants have come back with a new project and new design that the Planning Board will review at tonight’s meeting.

Heritage Path Project 6150 Goodrich Road - is nearing completion of the approval process.

Historical Preservation will be hosting a training seminar in April.

Zoning Board of Appeals – Upstate Cellular Network will be on the next meeting agenda regarding a cell tower at 7377 Transit Road.

Arboretum Committee – working with Flight 3407 Committee to purchase trees for the Arboretum.

Town Engineer Tim Lavocat

Motion by Supervisor Casilio, seconded by Councilman Greene to authorize the Supervisor to sign the Cooperating MS4 Letter of Commitment for the Town of Clarence to be a project partner on the Erie County Department of Environment and Planning's Round 12 Water Quality Improvement Project 52931 entitled Western New York Storm Water Coalition: MS4 Gap Analysis and Mapping Project. Upon roll call – Ayes: All; Noes: None. Motion carried.

The Police/Court Facilities Project is on the Planning Board agenda for site plan review and approval.

Motion by Supervisor Casilio, seconded by Councilman Geiger to enter into Executive Session pursuant to § 105(1) F of the Open Meetings Law to discuss employment history of a particular person(s) and several Attorney Client items. Upon roll call – Ayes: All; Noes: None. Motion carried.

There being no further business, the Work Session adjourned at 11:14 A.M.

Darcy A. Snyder
Deputy Town Clerk

Motion by Supervisor Casilio, seconded by Councilman Geiger to adjourn the Executive Session at 11:58 A.M. Upon roll call – Ayes: All; Noes: None. Motion carried. No action taken.