

A Work Session of the Clarence Town Board was held on February 3, 2010 at Clarence Town Hall, One Town Place, Clarence, NY.

Supervisor Scott Bylewski called the meeting to order at 9:00 A.M. Members of the Town Board present were Council members Joseph Weiss, Bernard Kolber, Patrick Casilio and Peter DiCostanzo. Other town officials present were Director of Community Development James Callahan, Assistant Planner Brad Packard, Town Attorney Steven Bengart, Town Engineer Joseph Latona, Assistant Town Engineer Tim Lavocat, Confidential Secretary to the Supervisor Karen Jurek, Animal Control Officer Jerome Schuler, Executive Director-Youth Board Dawn Kinney, Parks Crew Chief James Burkard and Town Assessor Christine Fusco.

**Supervisor Scott Bylewski:**

The Recreation Department has submitted their balanced based budget however; Mr. Trapper will give his presentation next week. The Building Department has not yet submitted their budget.

Supervisor Bylewski reminded the Board to check with their liaison assignments to work on their action plans based on the Satisfaction Survey. Supervisor Bylewski has already contacted people who participated in the survey who left their contact information.

Assistant Engineer Tim Lavocat is meeting with the grant writer assistant to discuss future grants regarding solar panels. He is still waiting to hear about the first two grants submitted for the highway department and the library and should have the information by February 10<sup>th</sup>. The next deadline is February 17<sup>th</sup> so if we don't get those two in the first round, Mr. Lavocat will reapply in the second round along with the Senior Center and some street lighting grant applications.

Councilman Kolber asked if the Town had to go through the bidding process again. Mr. Lavocat stated that we would, that is the first step.

There was a lengthy discussion regarding the cleaning/repair of the Rohlf's Clock. The Clubhouse Restoration Committee has recommended that the Town engage the volunteer services of a gentleman who has worked on the Apostolic clock at the Buffalo Historical Museum to basically clean out the workings of the Rohlf's clock to get it operational.

Town Attorney Bengart had concerns. The person that did the appraisal on the clock has concerns as well; it probably won't increase the value and could decrease the value should there be any damage.

The Restoration Committee does not know if the parts are original workings or not. In terms of the extra maintenance that would be involved, it is a 14-day clock and would have to be wound every two weeks. Paul Allen could easily get behind the clock without moving it to wind it. The concern is transporting the mechanism, whether it works or not is mainly for ascetics. The Clubhouse Restoration Committee is recommending this; there are obvious legal and insurance concerns. The Committee is trying to get this done for the Centennial. Given the value of the asset, Supervisor Bylewski wanted to get input from the Town Board.

Councilman Casilio stated that he did not see the reasoning behind having the clock operational. If the inner workings were to be lost, it could affect the value. Supervisor Bylewski stated that the value of the clock's inner workings is minimal even if they are the original parts. Based on the recommendations from the Clubhouse Restoration Committee, he would like to move forward with this.

Councilman Kolber wanted to talk to some experts in the antique clock business who deals with this on a regular basis and find out the best way to protect this asset and how to keep the value intact.

Councilman Casilio will contact the original appraiser to get his input and suggested an insurance rider on the inner workings should they leave town property and something happens to them.

Supervisor Bylewski stated that he will contact a member of the Clubhouse Restoration Committee and ask them to attend the next Town Board meeting. He suggested Councilman Casilio and Councilman Kolber explore other options on their own.

The Industrial Development Agency is interested in providing loans for infrastructure however; they cannot provide loans for infrastructure by itself. They have to form up a local development corporation and for that to be done, Town Board approval would be required. All costs incurred in the formation of the local development corporation would be by the IDA. Basically it would be a mechanism where the IDA could provide loans for projects such as the County Road Industrial Park (Lakeside Sod) – they have approached the IDA about a loan for the public roadway. The loan would be repaid in various stages. The IDA cannot do a loan in and of itself. Supervisor Bylewski is in favor of the Town Board going ahead with this.

Town Attorney Bengart will prepare a resolution for the next Town Board meeting.

Motion by Supervisor Bylewski, seconded by Councilman Casilio to adopt the following resolution:

WHEREAS, at a duly convened meeting held on December 2, 2009, the Clarence Town Board designated Joseph F. Saeli, Jr., Esq. to preside over a post-termination hearing pursuant to Section 73 of the New York State Civil Service Law with respect to a particular person who held the position of Security Officer Part Time; and

WHEREAS, said hearing commenced at 10:30 a.m. on January 7, 2010; and

WHEREAS, after said hearing, Mr. Saeli prepared and issued a Hearing Officer's Findings and Determination with respect to the hearing duly held on January 7, 2010 pursuant to Section 73 of the New York State Civil Service Law regarding a particular person who held the position of Security Officer Part Time.

NOW, THEREFORE BE IT,

RESOLVED, that the Clarence Town Board hereby adopts the Findings and Determination of the hearing officer, Joseph F. Saeli, Esq., that the Town properly terminated employment of a particular person who held the position of Security Officer Part Time effective November 10, 2009, pursuant to Section 73 of the New York Civil Service Law. Upon roll call – Ayes: All; Noes: None. Motion carried.

The families of Flight 3407 want to hold a walk and they are also talking about a candlelight vigil on February 13<sup>th</sup> at 10:20PM. They have applied for a Special Event Permit to allow for that to occur. There has been some discussion as to whether the town would close Long Street for part of the day however; Supervisor Bylewski has to talk further with law enforcement. A Long Street resident expressed concerns over damage to lawns if there is a lot of traffic in the area and who would be responsible for fixing any damage. Councilman Casilio requested that the Disaster Coordinator be included in all meetings concerning this. Arrangements have been made with Clarence Center VFC for parking.

Motion by Supervisor Bylewski, seconded by Councilman Casilio to approve the Special Event request for the Flight 3407 Complete the Journey Walk and the candlelight vigil. On the question, Councilman Casilio stated that Sheriff Howard may want to do something for this also at the Town Hall approximately one hour before the candlelight vigil. Upon roll call – Ayes: All; Noes: None. Motion carried.

The victims' families will be walking from Long Street to the airport. The route will be from Long Street to Clarence Center Road, south on Goodrich Road, west on Main

Street, south on Transit Road, west on Genesee Street to the airport. The families have been in contact with the Sheriff's office as well as the NYS Police to make sure there is traffic control along the route.

Supervisor Bylewski has two items to discuss in Executive Session regarding the employment history of a particular person(s).

### **Councilman Joseph Weiss**

Councilman Weiss discussed the Local Law passed by the Town of Wheatfield regarding improvements to properties and how they are assessed. It was voted down by the County and the Assessors are not in favor of it.

In reviewing the Satisfaction Survey, there were several comments regarding the bike path and concerns about dog owners who do not pick up after their pets. Councilman Weiss decided to check out the bike path and talked to everyone that had a dog. Most dog owners had their plastic bags with them. The only place where it was bad was in the Salt Road and Main Street areas. In talking with several people, they said it really wasn't much of a problem and the only time you see this is in the winter months because of the snow.

The Deer Nuisance program will be cut off at 250 deer. The Conservation Advisory Committee had some budget concerns; Councilman Weiss will review Dennis Londo's budget numbers with him.

Councilman Weiss read the quotes for a consultant for the fire departments. Councilman Weiss is not sure the Board should spend the money on a consultant. If the consultants indicate that the town has too many fire departments and we should downsize, no one on the Town Board would vote to downsize. Who will stick up for the town in the terms of any quantitative numbers? In talking to other townships, many are downsizing. Councilman Weiss will forward an article he received *The Trend of Downsizing in Volunteer Fire Companies*. Councilman Weiss would like to see a consultant come in and review this from an effective cost basis rather than an emotional basis. He would like to see someone on the committee who has fiduciary responsibility to the taxpayers to say the town is spending four million dollars on our fire companies now, what will it cost us two years down the road – we are losing population, who is going to pay these taxes.

Councilman Weiss attended his second meeting with Kevin Gaughn and several representatives from other communities. A report will be coming out in the spring.

### **Councilman Bernard Kolber**

Councilman Kolber congratulated Joseph Latona on his firemen's award.

Clarence Library Director Monica Mooney would like to meet with the Town Board.

### **Outcome Based Budgeting Reports:**

#### **Parks Department – James Burkard**

Jim Burkard report shows his budget and actual expenditure on the appropriations summary however he did not have the 2009 numbers so the *actual* is not noted.

Jim stated that the Parks Department is meeting the Focused Goals that he came up with. They have eight full time employees per 100 acres of developed parkland. Their goal was nine employees – he is currently working understaffed because of retirements. Their expense per capita cost is approximately \$70; this is based on the budgeted numbers, not on the actual numbers so for 2009 this should be less. In 2006, 2007 and 2008 the actual was less than appropriated – 2009 will be less because there was \$30,000 left in fuel. There has been a problem with budgeting for fuel in the last couple of years because of the fluctuation in prices.

Supervisor Bylewski stated that the expense per capita is low compared to other municipalities that have parks of the same kind of condition that are considered first rate

parks. It is almost \$40 per person lower than other municipalities throughout the country.

The base numbers were derived off of national trends and standards.

Supervisor Bylewski questioned whether Jim Burkard found the Six Sigma program beneficial. Jim stated that the biggest thing with Six Sigma is once you have the data you can analyze it however, this can be learned through basic business practices. Once you have the values down, you can make an educated decision. The goal is budgeting wisely so you can save money.

Supervisor Bylewski stated that this is another chance for the Town Board to communicate with the department heads.

Councilman Kolber commended Jim on his budget. His concern from a cost aspect however is how to make the best utilization of man power. Manpower is the biggest expense and the nature of the parks aspect is that it is not level 12 months out of the year. It is fairly slow in the winter and ramps up in spring and summer. Councilman Kolber questioned how Jim could best utilize temporary manpower, part-time temporary or a combination in those peak months to deliver the services without increasing year - round manpower.

Jim stated that he has been looking into this and discussing it. Jim also felt that there is a perception that because his department is called the *Parks Department* that his men do not do any work in the winter months. They do a lot of interacting with other departments. Replacing street lights is a never ending job, they get calls daily.

Councilman Weiss stated that during union negotiations, they will discuss the inner workings of both the Parks and Highway Departments.

Town Engineer Latona stated that the Parks Department employees saved tax payer money by building the stone wall at the Main Street Park. They have also looked into a Facilities Maintenance Crew which the Parks Department basically does now. If you have some electrical or plumbing problem, we call the Parks Department. We could evolve to a Facilities Maintenance Crew from within that handles maintenance up to a certain threshold.

Supervisor Bylewski stated that he has had discussions with Jim where we would have dedicated employees for certain things.

Councilman Kolber stated that the Town of Clarence has some of the finest sports fields in WNY. Jim commented that the fields are very expensive to maintain.

Jim will install an open shelter at Parker this year; the cement slab is already there.

The oldest playground toys are situated near the museum at the Main Street Park and he does not want to change them out. The Rotary Club purchased some of the older play equipment. Many people have commented that they used to play on them when they were growing up. He hopes to install a new playground at the Main Street Park similar to the one by the pool area. Single free standing picnic grills will be installed at Meadow Lakes Park this year.

#### ***Network Services – Karen Jurek***

Supervisor Bylewski stated that this is the first year for Network Services so a lot of the measurements are for 2009.

Karen Jurek went over some of the highlights. Last year everyone was upgraded to the same version of Office 2007 Professional along with training in Word and Excel. We received a rebate on this to use toward other software or computers.

Karen will offer in-house training for Outlook. Some employees may not utilize the program to its full potential. Some have requested training.

When Karen does the budget every year, she gives an outline of computer projects for the year. Maintenance costs are hard coded unless there are upgrades. Some of the programs have a general yearly maintenance fee. Last year the offer went up substantially because we did an upgrade in Laser Fiche and Office 2007 however, Karen received a \$2,000 rebate on that purchase to be used on either computer equipment or software.

When making any purchases, Karen shops around to at least three vendors and uses whatever rebates and coupons are available.

Supervisor Bylewski attended a Supervisor's Summit yesterday and in talking to other Supervisors Karen provides a real benefit to the town and a savings to the town. She treats it as if it is her own money and tries to get the best price.

Karen did a Software User Satisfaction Survey and KVS (KVS is an accounting and payroll program) came in low. Karen had a meeting with KVS along with all the departments that use the program. KVS has provided a contact person/project manager to answer any questions and help with any problems that may arise. They also have offered two free days of training. There are parts of the program that we could utilize but our staff does not know how to use it or were never taught or might not have it available on their desk top. Whatever the case, we have budgeted for training in addition to what they currently offered and KVS will be visiting each office.

Karen tracked Professional Services and also did the appropriation breakdown. Karen has been purchasing less printers and toner because she has networked and purchased copy machines that copy, scan, fax and e-mail. As desk top printers break down, they will not be replaced, Karen is encouraging every department to use the copy machines.

The major plans for 2010 include having VOIP Phone Systems installed, general computer upgrades, KVS Server upgrade (KVS needs its own server). The servers are rotated out every three to five years. Karen is also working on a town badge system/ID system and town hall keyless entry.

At Karen's desk computer and from her laptop computer that she uses from home she can log on to the town hall heating system and the camera system and make adjustments. If it is a problem that she cannot take care of, U & S can log on and take care of it.

Before Karen took over the town's technology needs, the town was spending \$72,000 a year for an outside vendor. In reviewing some of the contracts, the town paid \$17,000 for one server. Currently we are paying \$3,000 - \$5,000 for a server. Karen closely monitors the vendors and the bills.

Currently the County does the Town's website for free and Karen keeps it updated. If Karen submits something to the County it is either on our website the same day or the next.

We currently have seven laptops that have wireless cards from Sprint. Karen has eliminated Code Enforcement's desk computers. They just use their laptops both in their vehicles and at their desk. One laptop was just added for our Disaster Coordinator which they will share with Security.

Darcy Snyder changes the backup tape everyday and every week Karen takes a tape off site on Friday and archives them yearly. The tapes are kept in the vault in the Town Clerks office.

Councilman Kolber would like to increase enhanced training so the employees get more out of their software programs. Karen stated that she is budgeting for this each year.

### ***Engineering Department – Joseph Latona & Tim Lavocat***

Town Engineer Latona stated that he and Assistant Engineer Tim Lavocat are both licensed professional engineers. Per Town Law, the Town Engineer and Town Attorney are both town officials not only town employees. They have developed a Mission Statement relative to the professional facets of the engineering that they deal with. Associated with that are the focused goals that they have used as a basis to achieve the mission statement that they set forth.

Tim Lavocat stated that in 2009 their actual budget was approximately \$300,000; they expended approximately \$284,000 out of that budget which will be used as their baseline for future budgeting based on what they track starting now.

Compliance Certification - relates to the new EPA Phase II Storm water regulations and DEC audits that are associated with that. The Engineering Department has achieved all the DEC certifications for their program.

In 2009 the Engineering Department reviewed eleven capital projects. Town Engineer Latona stated that one of the keys to the Capital Program is having an accurate estimate to put into the Capital Program. They also consult with architects, engineers and consultants to get some type of basis for a number to put into the Capital Program. They then develop it and follow it through to final completion. Those projects included the solar panels for town hall, the museum porch, and the sprinkler system in the Clubhouse.

The Engineering Department does several internal reviews. In 2009 they did approximately 50 reviews broken out into residential reviews, commercial reviews, floodplain development permits, and Phase II Storm Water Permits. Public Improvements, Private Improvements. Anyone that comes in for a building permit has to develop a drainage plan for that particular house. Some residential reviews include inspection of the fire system and backflows because they have to be professionally certified. Through 2010 the Engineering Department will itemize all internal reviews based on type and what they are actually reviewing.

As licensed professionals, Mr. Latona and Mr. Lavocat are required to maintain their license with a minimum of twelve professional hours per year (36hours in a three year period).

Beginning in 2010, they will be tracking the time spent on reviewing a project. They will also track all telephone inquiries, e-mails, walk-ins and meetings.

Tim Lavocat Six Sigma project is energy efficiency of town owned buildings and how we can cut down on our energy costs. He is currently looking at all 19 town buildings, some of the data is coming in now.

### ***Youth Bureau – Dawn Kinney***

Dawn stated that her goals are to increase the number of youth participating in the Youth Volunteer Program, the Summer Youth Series and to increase the number of youth assisted by counseling services with Child and Adolescent Treatment Services. Last year when Dawn stated doing this, she did not have any place to bring in data from, she is also waiting on the town wide Satisfaction Survey to get some of that data. She has not been able to incorporate it into this report at this time. However, Dawn will meet with Councilman DiCostanzo to go over the Satisfaction Survey to review some of the service type questions and the satisfaction that is provided through the Youth Bureau.

Dawn is extremely happy with the Youth Volunteer Program, their numbers continue to increase and the hours have more than doubled. A challenge that she is running into at this point is having to turn kids away. Her staffing ratio is such that Dawn cannot add more opportunities on to the calendar. She will look at staffing and how they can continue to meet the needs of the youth in the community for community service.

Dawn has kids starting at age 12 that do not even get community service credit hours who continue to volunteer for her. Dawn stresses responsibility and leadership skills through the Youth Volunteer Program.

Dawn does a wide variety of projects such as volunteering at the food pantries, making dinner for families staying at The Ronald McDonald House, Special Olympics etc. They have expanded outside of Clarence to give kids more of an opportunity to see how other organizations work. The volunteers do not fill out any "feed-back" forms at this time; however, it is something that could be considered.

Dawn does a Recognition Ceremony in May each year for all the volunteers, the Youth Board sponsors the event and awards are handed out.

Supervisor Bylewski commented that Dawn's Youth Counseling Services numbers have dropped. Dawn spoke to the head counselor that is in charge of the program and she indicated that the number of referrals is much higher. Most of the referrals come from the schools – high school and middle school and the families do not follow through. They don't count just the referrals, they count actual service. When families do not follow through, the schools and Child and Adolescent Treatment Services continue to monitor the situation so the child does not fall through the cracks. The Youth Bureau does not intervene on that part of it unless the family comes to them.

The Summer Youth Series – Some years we offer more programs, some programs Dawn has to limit the number of youth that can take part because of staffing ratios and limited room in the van. Dawn is getting a good turnout for the Summer Youth Series but she is not sure that the way the numbers are calculated she is getting a true reflection of how she is doing in that area.

Dawn's total annual budget in 2008 was \$155,000. 2009 was \$134,000 and 2010 is \$149,000. Dawn received approximately \$32,000 in State Aid however it is matching funds. She has been able to secure some grant funding as well. The school district does not contribute to the contract with Child and Adolescent Treatment Services, fifty percent of that contract is reimbursable through state aid.

Dawn lists her programs in the Clarence Bee every week, the Town website, the library and she works through the schools as well. The Director of Community Service at the high school has the information as well. According to the Satisfaction Survey, some people are not aware of the programs that the Youth Bureau provides. Dawn has met with an individual with a marketing background to increase awareness of the programs provided.

Councilman DiCostanzo commended Dawn and Bev Campochiaro on the terrific job they did on the speaker series, the turnout was better than expected. Dawn stated that there are three more presentations scheduled. She is looking at the needs of the community and seeing where the Youth Bureau can provide the services and opportunities to meet those needs.

#### **Assessor – Christine Fusco**

The function of the Assessor's office is to ensure assessed market values are reasonable in comparable neighborhoods by analyzing yearly sales data to maintain a uniform level of assessment at 100% market value. The six year program with the state is up in 2010. Once Chris finishes up this roll, she will sign a contract with the state for another six years, \$5 per parcel. Part of the state requirement is to physically inspect each parcel. This year they will do approximately 2000 parcels.

GAR has a six year contract that will also be expiring at the end of this year. Their work was spread out over a six year period.

The number of town petitions including informal, board of review, small claims and Article 7 are down which is a savings to the town.

Public relations – to educated residents and foster a stronger understanding of the assessment process and avenues for challenging assessed real property values. In 2008 approximately 35 people attended the class, last year approximately 100 residents attended in two classes. This year Chris has three classes scheduled on a Saturday.

A house is assessed based on square footage. The Assessor's office uses the real estate multiple listings program and check the sales against their inventory. They verify the sale with the information taken off the multiple listing and attach that to the file. Finished basements are not included in the square footage however, if it is a walk-out basement there is an area that they are accounted for and extra value is added.

Since Chris has been appointed, Bill Richmond has retired and Mary Morris was hired. Mary is a Real Property Tech and can do field work which allows them to use GAR less. With her Civil Service title, Mary can take pictures and measure houses which help Linda and Al so they have been doing the reviews in-house. So they have been able to shift a lot of the work GAR used to do back into the office.

Councilman Weiss left the meeting.

#### ***Animal Control – Jerome Schuler***

As Animal Control Officer, Jerry's job is to protect the rights of people from the dangers and nuisances caused by uncontrolled animals and to comply 100% with regulations set forth by the NYS Department of Agriculture and Markets.

Mr. Schuler's expenditures are slightly ahead of last year but it is hard to gauge year to year how many dogs you are going to pickup or fines that will be issued, it is totally unpredictable.

The *Call Summary* is way up from 2008 – 2009 because the program was first started in 2008. Animal Control had close to 3,500 calls last year. *Compliance with Regulators* – Mr. Schuler has passed all inspections.

There was a huge increase in *Animals Recovered* in 2009 – this includes other animals besides cats and dogs (fox, raccoons, skunks, possums).

Jerry Schuler has taken advantage of and received 298 community service hours. During that time, a dog census was conducted on 650 homes.

Under Governor Patterson's budget proposal, NYS will no longer be maintaining a dog license data base. The state will mandate that all towns furnish and maintain their own dog licenses.

As of today, the Town of Tonawanda has given the SPCA notice that they will be leaving that facility and bring their animals to the Town of Clarence. The SPCA is not complying with state law therefore the towns that take their dogs there are not in compliance.

#### ***Planning and Zoning – James Callahan and Brad Packard***

Supervisor Bylewski thanked Jim for participating in the Balanced Based Budgeting from the beginning as well as the Six Sigma Program. Brad Packard is undergoing training as a potential Green Belt.

James Callahan stated that he has been tracking a lot of these numbers prior to outcome based budgeting. Former Planner Jim Hartz started tracking the numbers since the adoption of the Master Plan.

*Enforcement* – to provide consistent enforcement of land use regulations.

The Office of Planning and Zoning closely monitors the impact new residential growth and commercial/industrial construction is having upon the community. The number of units, assessed value and square footage data is utilized to monitor the quality and character of housing being built within the community and impact upon the tax levy.

In 2009 there were fifty new residential units mainly in the Clarence School District. The total net revenue for the town was \$36,915. Residential quality is way up; the average estimated cost per new residential unit is \$371,000. As with residential, commercial development is down and the quality remains stable. The town issued twelve commercial and industrial building permits in 2009, five of which were new construction upon existing vacant property. The total amounted to 65,591 square feet. The total value of the added space equaled \$4,745,887 or \$72 per square foot.

Master Plan 2015 has identified the preservation of open space within our community as a crucial consideration for future planning. Currently, approximately 46% of the community is vacant or actively agriculturally utilized. The community has acquired nine parcels totaling 614 acres. The total cost of the program to date in terms of taxes is \$36,404; you could equate that to the new residential development in 2009 that income paid for the green print tax revenue total. Jim will also work on the figures of the properties that surround these land purchases to see what the increase on their values have been.

Supervisor Bylewski stated that the Green Print program is worthwhile and is something that should be continued.

As part of his Six Sigma Project, Brad Packard will do an analysis of development plan approvals in coordination with departments he will look at streamlining the process and reducing costs. Both Concept Plan and Development Plan Approval are subject to the recommendation by the Planning Board and approval of the Town Board. If you chart the numbers and look at what past practice has been, typically there is very little change from what the Planning Board recommends and what the Town Board approves. The question is, is that meeting worthwhile - if the Town Board has granted authority at the Concept stage and the Planning Board is comfortable with what the Engineering and Building Department have required from their analysis. Brad will put together some numbers and see how that comes out in terms of cost to have that additional meeting at the Town Board level and see if it is necessary.

Councilman DiCostanzo commented on *Annual Enforcement Actions Taken*. Jim stated that we are not dealing with criminals, we are dealing with people who have invested in our community, and they are treated professionally and thoroughly. Jim stated that he can say with 100% certainty that if someone is violating a code in the Town of Clarence, they will come to a solution together. It may not happen over-night but they will keep on them until the situation is resolved. In the fifteen years Jim has been with the town his office has cleaned up many unlicensed vehicles. For the most part, if there is a violation, it gets documented, identified, verified and eventually taken care of.

#### **Councilman Patrick Casilio**

Motion by Councilman Casilio, seconded by Councilman Kolber to award the waterline material bid for Memorial Park to Lock City Supply, Inc. of Lockport, NY the lowest and responsible proposal in the amount of \$34,214.52 to be paid from the Memorial Park Waterline Bond issue. On the question, Town Engineer Latona said this is for the installation of a waterline and they are hoping to install conduit for future power. He is also negotiating with the power company to bring power to the site. There will be service lines put in for baseball, softball and soccer. They will have their own meter, the town will read the meters and charge each organization for water usage – each organization has agreed to this. Mr. Latona further stated that they will lay an 8" line with active hydrants as far as the north-south road. Councilman Casilio stated that he has a camera, a pole and concrete to install at Memorial Park if there is electricity there. Upon roll call – Ayes: Councilman DiCostanzo, Councilman Casilio, Councilman Kolber and Supervisor Bylewski. Noes: None. Absent: Councilman Weiss. Motion carried.

#### **Councilman Peter DiCostanzo**

Motion by Councilman DiCostanzo to authorize the Supervisor to sign the Service Agreement between Northeast Mechanical, Inc. and the Town of Clarence for the HVAC units at the Clarence Youth Bureau at 10510 Main Street subject to review and approval by the Town Attorney. Upon roll call - Ayes: Councilman DiCostanzo, Councilman

Casilio, Councilman Kolber and Supervisor Bylewski. Noes: None. Absent: Councilman Weiss. Motion carried.

Councilman DiCostanzo attended the Chamber of Commerce meeting. There was a discussion regarding the placement of Flight 3407 Memorial on Main Street in the Hollow. The request of the Clarence Hollow site has gone before the Memorial Working Committee however the committee is leaning towards the Town Hall campus near the library.

**Town Engineer Joseph Latona**

Approximately two years ago the town received new flood maps from FEMA. After considerable technical review, Town Engineer Latona strongly opposed and protested the mapping. He forwarded our data two years ago and never heard anything back. Town Engineer Latona received a new flood map, the data was changed from the old flood maps and they changed the scale of the maps from the old ones which make it impossible to refer back and forth.

Town Engineer Latona copied the Town Board on a letter he submitted to the DEC regarding sanitary sewer overflow. This occurred again during the wet weather. Mr. Latona is putting together a program to seek out and remove extraneous waters, which will be an expensive project. The DEC will require quarterly reports relative to the progress.

**Town Attorney Steven Bengart**

Town Attorney Bengart informed the Board that the Town was served with "Notice of Claim" from three of the victims family members regarding the vehicle accident at County and Strickler Roads. The claim was forwarded to the insurance carrier.

Motion by Supervisor Bylewski, seconded by Councilman Kolber to enter into Executive Session pursuant to § 105 (1) F of the Open Meetings Law to discuss: the employment history of a particular person (s). Upon roll call - Ayes: Councilman DiCostanzo, Councilman Casilio, Councilman Kolber and Supervisor Bylewski. Noes: None. Absent: Councilman Weiss. Motion carried.

There being no further business, the Work Session adjourned at 11:50 AM.

Darcy A. Snyder  
Deputy Town Clerk

Motion by Supervisor Bylewski, seconded by Councilman Kolber to adjourn the Executive Session at 12:06 P.M. Upon roll call - Ayes: Councilman DiCostanzo, Councilman Casilio, Councilman Kolber and Supervisor Bylewski. Noes: None. Absent: Councilman Weiss. Motion carried.