

Newstead Town Board Meeting- April 9, 2018

The Board entered an executive session at 6:45pm to discuss a personnel issue regarding the CEO position on a motion from Councilman Burke, seconded by Councilwoman Morlacci.

Carried Unanimously

The Board exited executive session on a motion by Supervisor Cummings, seconded by Councilman Jendrowski at 7:00pm, having taken no action.

Carried Unanimously

The Board re-entered an executive session at 7:40pm to discuss a highway contractual issue on a motion from Councilman Dugan, seconded by Councilman Burke. Carried Unanimously

The Board exited executive session on a motion by Councilman Jendrowski, seconded by Councilwoman Morlacci at 8:00pm, having taken no action.

Carried Unanimously

A regular meeting was called to order by the Newstead Town Board on Monday, April 9, 2018 at 8:00pm at the Newstead Town Hall.

Present: David Cummings- Supervisor
John Jendrowski- Councilman
Joseph Dugan- Councilman
Edmund Burke- Councilman
Jeannine Morlacci- Councilwoman
Nathan Neill- Town Attorney
Brendan Neill- Deputy Town Attorney
Scott Rybarczyk- Wendel/Town Engineer
Dawn Izydorczak- Town Clerk

Roll Call was taken with all board members present.

Councilman Dugan led the pledge to the flag.

Minutes from the regular meeting held on March 26, 2018 were presented for approval. A motion was made by Councilman Jendrowski, seconded by Councilman Burke to approve as presented.

Carried Unanimously

Agenda Changes – a motion was made by Councilman Jendrowski, seconded by Councilman Burke to make the following agenda changes: add a motion for Park Use Policy, Knox Box opt out & CEO position hire

Carried Unanimously

Communications – The Town Clerk presented the following correspondence:

A letter from Eastern States Sentinel Alarm Services that effective March 23, 2018 they will be merged with Amherst Alarm Inc. Amherst Alarm will take over any existing contracts Eastern States Sentinel has, including the AED monitoring systems at the 2 town park shelters.

A Letter of Intent to renew a liquor license was received from Carol Ann Sauer for the Border Line located at 11825 Main Rd. The renewal will be for 2 years from 6/1/18-6/1/20.

A letter from Erie County Clerk Michael Kearns regarding a 2nd training on Zombie Prevention on Friday, April 13th from 10:00am-12:00pm at 92 Franklin St in Buffalo.

A notice of a training seminar on Municipal Law to be held by Hodgson Russ Attorneys at the Millennium Hotel, 2040 Walden Ave in Cheektowaga on May 17th from 1:00pm-4:00pm.

A letter from the Village of Akron regarding a new rate increase for the Police Services for the Newstead Town Court sessions. The rate will go up to \$32.50/hour.

A letter from the Village of Akron regarding new rate increases for the Sewer Districts for the Town of Newstead customers.

A letter from the Newstead Historical Society President Patricia Pearce requesting use of the Maple Lawn Cemetery for a hands on program “Grave Matters” on Thursday, July 26, 2018.

A letter from the Newstead Historical Society President Patricia Pearce inviting the Town Board members to attend the 2018 opening of the Rich-Twinn Octagon House and Knight-Sutton Museum on Sunday, April 15, 2018 from 1:00-3:00pm.

A letter from the Town of Alden Supervisor requesting a letter of support from our Town Board for permanent ambulance operating authority in the Town & Village of Alden.

A notice of a public hearing & request for comment on the Town of Lancaster’s revised Comprehensive Master Plan, which will be held on April 16, 2018 at 7:15pm at the Lancaster Town Hall.

A motion was made by Councilman Jendrowski, seconded by Councilwoman Morlacci to accept and file the presented correspondence. Carried Unanimously

Work Session: The Supervisor reported that at work session held last week the following items were discussed: building projects, water & sewer projects, planning items, grants, Park buildings use policy, Emergency Services job descriptions, dog control, 1855 map, April 16th work session and any other items brought before the Board. An executive session was held entering at 8:33pm on a motion by Councilman Jendrowski, seconded by Councilman Burke. They exited executive session at 9:10pm having taken no action on a motion from Councilman Burke, seconded by Councilman Jendrowski.

Agenda Items Question Period: no one spoke

Budget transfers: none

Approval of Bills – Councilman Jendrowski reported that the Abstract(s) from Batch(es) #1813 have been reviewed with the previously un-audited vouchers and everything was found in order. He presented Abstract Batch(es) #1820 for payment. Vouchers on this abstract(s) numbered from 327-392, totaling \$590,097.18. Councilwoman Morlacci seconded to approve payment as follows:

Abstract Batch(es) #1820:

General Fund (A) -\$35,012.60, General Fund- Outside Village (B) \$37.48, Highway (DA) -\$0, Highway: Outside Village (DB) \$9,285.91, CAP-Sewer Dist. 3(HNL) \$0, CAP- Trail Grant (HTG)- \$48.88, CAP- Water Improvement (HW)- \$0, CAP Water-Downey (HW01)- \$0, CAP- Water- Cedar (HW02)- \$0, CAP- Water-Knapp- (HW03) \$88.64, Drainage (SD)- \$0, Fire Protection (SF) \$383,014.00, Refuse (SR) \$24,903.29, Sewer #1 Fund (SS) \$1,087.50, Sewer District #2 (SS02)- \$293.75, Trust & Agency(TA)- \$0 and Water Districts: Consolidated (SW00) \$53.13, (SW1) \$0, (SW2) \$0, (SW3) \$0, (SW4) \$0, (SW5) \$0, (SW6) \$0, (SW7) \$0, (SW7A) \$0, (SW8) \$0, (SW9) \$0, (SW10) \$136,272.00; Total:\$590,097.18 Carried Unanimously

COMMITTEE AND DEPARTMENT HEAD REPORTS:

Highway – Mike was not present and no report was presented

Assessor – Tina presented a report and the latest listing of sales data to the Board. She stated she & Julie are still working to prepare for tentative roll and she is reviewing the last few years of permits to verify they have all been inspected and added to the assessment file. Change of Assessment notices will be sent out in the next week or so and she will be meeting with any property owners that have concerns for an informal review prior to Grievance Day.

Building Office –the following building report was presented by Christine Falkowski of the Planning & Building Department:

Smith Auto Sales & Service	11372 Main	Temp. Special Use Permit renewal
Dealer’s Choice	12474 Main	Temp. Special Use Permit renewal
Mark & Vicky Kloss	12400 Buckwheat	Pole barn
Bradley Baer	4351 S Newstead	Addition
Jennifer Noble	4165 N Millgrove	Roof-mount solar

Kathy & Angelo Allesandro	11931 Rapids	Pole barn
Stephen Fialkowski	11589 Howe	Ditch fill
ADESA	12200 Main	Cell tower equipment modification

The Town Board accepted the report as presented.

Town Clerk- Dawn thanked the highway crew for all their help with purging the town hall of their shredding, hazardous waste and electronics for the event this past weekend.

Town Attorney's – nothing at this time

COUNCILPERSONS:

Jendrowski- he conducted 2 interviews of Code Enforcement Officer candidates with Supervisor Cummings and Christine, met with Kristine from the library about the downstairs bathroom issues and training for employees, attended a Historical Society meeting where they discussed a restoration grant for tombstones in Maple Lawn cemetery (3-4 are planned per year) and met with Dawn on keyless entry systems for the park building.

Dugan – nothing at this time

Burke – he attended a meeting on Joint Highway Facility security & composting issues. New information concerning the village and town composting program is available on each of the websites.

Morlacci- nothing at this time

Supervisor- he attended the meeting on Joint Highway Facility security & composting issues and thanked Dawn for getting the new information on the website. He conducted 2 Code Enforcement Officer interviews and spoke with our current CEO handling the fire inspections on his progress. He informed the board at the April 23rd meeting Drescher & Malecki will be here to give a report on the 2017 audit and Dan Kowalik will be here to give his quarterly Emergency Services report.

UNFINISHED BUSINESS:

Buildings- library bathrooms being worked on, John will contact Brad.

Planning- the local laws #1 & #2 are being redrafted after a joint meeting with the Planning Board this evening. Nothing new on the Master Plan.

Water/Sewer- Scott reported the grant forms have been given to the Supervisor & Town Attorney for review and they are now working on the engineering report & preparing for the grant application once it becomes available. The Federal grant funding was just announced and now it will filter down to the State level so we are waiting for the paperwork from the State which should be around June 1st.

Grants- we are at the final state approval stage for the DASNY (generator) grant, we have been given the go ahead to bid the kitchen equipment from CDBG and a construction meeting is being set to move forward on the Trailways project. Dave will reach out to the County regarding the Cummings Rd crossing again.

NEW BUSINESS:

Approval- Liquor License renewal request-11825 Main Rd:

A motion was made by Councilman Jendrowski, seconded by Councilwoman Morlacci approving the request for a liquor license renewal for 2 years from 6/1/18-6/1/2020 for 11825 Main Rd (The Border Line) owned by Carol Ann Sauer.

Cummings-Aye, Dugan -Aye, Burke-Aye, Jendrowski- Aye, Morlacci-Aye Carried Unanimously

Approval- Recreation Staff for Cheerleading Program:

A motion was made by Councilman Dugan, seconded by Councilman Burke approving Heather Adamczak, Taylor Adamczak and Kyla Futanares as volunteer coordinators for the newly proposed Cheerleading Program through Newstead Recreation, based on recommendations from the Newstead Recreation Board and Director Dan Roland, and upon passing the required security clearance check. Cummings-Aye, Dugan -Aye, Burke-Aye, Jendrowski- Aye, Morlacci-Aye Carried Unanimously

Approval- Hire of Assistant Dog Control (PT): TABLED

Approval- Bailment Agreement with Newstead Historical Society:

A motion was made by Councilman Jendrowski, seconded by Councilwoman Morlacci approving the proposed Bailment Agreement with the Newstead Historical Society to recognize the mutual promise set forth for an original map of Erie County, from actual surveys by Samuel Geil, dated 1855. The map will be in the custody of the Town of Newstead's care but remain the property of the Newstead Historical Society under the agreement.

Cummings-Aye, Dugan -Aye, Burke-Aye, Jendrowski- Aye, Morlacci-Aye Carried Unanimously

Approval- Job Description- Director of Emergency Services:

A motion was made by Councilman Burke, seconded by Councilman Dugan approving the job description for the position of Director of Emergency Services as proposed to the Board.

Cummings-Aye, Dugan -Aye, Burke-Aye, Jendrowski- Aye, Morlacci-Aye Carried Unanimously

Approval- Use of Maple Lawn Cemetery:

A motion was made by Councilman Jendrowski, seconded by Councilwoman Morlacci approving the use of Maple Lawn Cemetery on Thursday, July 26, 2018 by the Newstead Historical Society for part of their "Grave Matters" program.

Cummings-Aye, Dugan -Aye, Burke-Aye, Jendrowski- Aye, Morlacci-Aye Carried Unanimously

Approval- Park Buildings & Property Use Policy:

A motion was made by Councilman Dugan, seconded by Councilman Burke approving the newly proposed Park Buildings & Property Use Policy as presented to the Board effective immediately.

Cummings-Aye, Dugan -Aye, Burke-Aye, Jendrowski- Aye, Morlacci-Aye Carried Unanimously

Approval- Knox Box Opt Out-13710 Main Rd:

A motion was made by Councilwoman Morlacci, seconded by Councilman Burke approving the request for an opt out of the Knox Box installation policy for the building located at 13710 Main Rd.

Cummings-Aye, Dugan -Aye, Burke-Aye, Jendrowski- Aye, Morlacci-Aye Carried Unanimously

Approval- Hire Code Enforcement Officer:

A motion was made by Councilman Jendrowski, seconded by Councilman Burke approving the hire of David Miller as a full time Code Enforcement Officer for the Town effective today, with Mr. Miller to start within the next 2 weeks.

Cummings-Aye, Dugan -Aye, Burke-Aye, Jendrowski- Aye, Morlacci-Aye Carried Unanimously

Privilege of the Floor/Question Period: Councilman Burke wished Supervisor Cummings Happy Birthday and much health & prosperity in leading the Board over the next year.

There being no further business to come before the board for the regular meeting a motion was made by Councilman Dugan, seconded by Councilwoman Morlacci to adjourn the regular meeting at 8:30pm. Carried Unanimously

Respectfully Submitted,
Dawn D. Izydorczak, RMC, Town Clerk