

01/03/07 Town Board Minutes

A regular meeting of the Elma Town Board was held on Wednesday, January 03, 2007, at 8:00 PM, Elma Town Hall, 1600 Bowen Road, Elma, New York, with the following members present:

Supervisor Michael Nolan
Councilwoman Susan Glownia
Councilman David Polak
Councilman Dennis Powers
Councilman Dean Puleo

Also:

Town Attorney Phyllis Todoro
Building Inspector Joseph Colern
Highway Superintendent Wayne Clark
Water Superintendent Eugene Stevenson
Town Engineer James Wyzykiewicz

Approximately 29 people attended the meeting.

The meeting was opened with the reciting of the Pledge of Allegiance.

Making the Legal Notice for Drainage District #180, Enterprise Rent A Car at 3461 Transit Road part of the minutes, Supervisor Nolan opened the Public Hearing at 8:01PM.

No one spoke for or against the Drainage District #180.

Supervisor Nolan closed the Public hearing at 8:02PM.

Councilman Powers made the motion and Councilman Polak seconded the motion to approve Drainage District #180 for Enterprise Rent A Car at 3461 Transit Road. Ayes-5. Noes-0. Carried.

Councilman Powers made the motion and Councilwoman Glownia seconded the motion to approve the minutes from the December 20, 2006 meeting. Ayes-5. Noes-0. Carried.

Department Reports:

Building Inspector Joseph Colern presented the monthly report for December with 13 permits issued; fees collected of \$7,466.73 and an estimated value of construction of \$1,087,337. Yearly report for 2006 with a total of 336 permits issued, an estimated value of construction of \$435,313,079 with fees collected of \$212,793.90 and 89 Certificates of Occupancy issued.

Water Superintendent Eugene Stevenson noted that the backflow projects at Steuben Foods and Jacobs property are being brought up to code and the flushing program should be completed in 11 to 12 days.

Town Attorney Phyllis Todoro is working on the 900 Aurora property for demolition. Highway Superintendent Wayne Clark would like to re bid the pick up truck that was cancelled from 2006, replacing the 1993 pick up. Also if residents could call in street lights that are out with addresses so NYSEG could be advise for repair.

Councilman Polak made the motion and Councilman Powers seconded the motion to add the bid specs for the Highway Department 2008 pick up truck to the Agenda. Ayes-5. Noes-0. Carried.

Councilman Puleo made the motion and Councilman Polak seconded the motion to approve the bid specs for the 2008 + ton pick up truck for the Highway Department to be opened on February 7, 2007 at 8:00PM. Ayes-5. Noes-0. Carried.

Councilman Polak made the motion and Councilwoman Glownia seconded the motion to add the appointment of the Town Assessor to the Agenda. Ayes-3. Noes-2. (Councilman Puleo and Supervisor Nolan voted no.) Carried.

Councilman Polak made the motion and Councilwoman Glownia seconded the motion to appoint Kandace Wittmeyer as Town Assessor. Ayes-3. Noes-2. (Councilman Puleo and Supervisor Nolan voted no.) Carried.

The Town Clerk read the Organizational Agenda into the minutes:
The following rules of procedure for the year 2007 shall be adopted:

1. Call to order by the Supervisor.
2. Pledge of Allegiance.
3. Minutes of the last meeting approved.
4. Public Hearings.

5. Reports from Department Heads.
6. All persons wishing to be heard in favor or against any item or items on the Agenda shall be heard as they appear on the Agenda.
7. Recess. This is to give the Committee a chance to meet and formulate reports.
8. Reports from Committees.
9. Action on Committee reports.
10. Appointment of new committees to fill vacancies.
11. Reading of Communications. Only communications filed with the Clerk prior to 12:00 p.m. (noon) of the day prior to a meeting shall receive consideration at the meeting and any filed later than that may be considered only upon the unanimous consent of the Board members present.

12. Actions shall be taken on Communications.
13. Approval of Warrant.
14. Privilege of the floor.
15. Adjournment.

Any official elected or appointed, who attends the sessions at the Association of Towns meeting in New York City in February 2007 will be allowed the necessary expenses incurred in attending this meeting.

Dennis Powers shall be the delegate to the Association of Towns.

Bank Depositories: J.P. Morgan Chase for the Town Clerk, Receiver of Taxes, Justices, General Fund, Highway Fund, Special District Fund, Water District Fund, Trust and Agency Fund & Capital Reserve Fund. In addition funds may also be deposited in HSBC, M & T Trust, Bank of Alden and Bank of America.

The Investment Policy adopted February 1, 1995 shall be followed.

Town Hall hours shall be 8:00AM to 4:00PM year round.

The Official Newspaper shall be the Elma Review.

The Auditor shall be Drescher and Malecki LLP.

The first and third Wednesday of each month shall be official regular meeting dates for the Town Board to be held at the Town Hall at 8:00 p.m. E.S. or D.S. time. Work Session of the Town Board will be the second and fourth Wednesday, times to be announced in

advance. These meetings are Official Meetings open to the Public. Regular meetings may be omitted or dates changed where a conflict of such regular meeting exists with Holidays or other official business or at the call of the Supervisor. All other meetings shall be at the call of the Supervisor, the time and place to be made known by him upon notice of such meeting.

All Department Heads, both Elected and Appointed may purchase equipment and goods from the New York State or Erie County bid list providing they comply with the adopted Purchasing Policy of the Town.

The following shall be the yearly salaries of the Town Official payable bi-weekly:

Supervisor \$58,720

Justices (each) \$28,588

Councilmembers (each) \$12,048

Town Clerk \$49,708

Assessor \$44,708

Highway Superintendent \$51,644

Officials shall be allowed \$.48.5 per mile for the use of their cars for official Town business upon presentation of a mileage log to the Town. Mileage rate is according to the IRS guidelines and will be adjusted during the year if warranted.

The Supervisor appoints Councilmen Dean Puleo as Deputy Town Supervisor.

The Supervisor announced the appointment of Robert Newton as Town Historian for 2007.

The Highway and Water Department wages are set as per the collective bargaining agreement.

Full time employees with 1-year service shall receive one-week vacation with pay; 3 years service two weeks with pay; 5 years service three weeks with pay. Employees with over ten yearÆs service receive four weeks vacation with pay. Also twelve days sick leave allowed each year. The twelve days sick leave may be accumulated up to 165 days. Personal leave of 3 days shall be allowed each year.

The salary of the Building Inspector and Zoning Officer shall be set at \$52,472 for 2007. He shall submit monthly reports of all building permits issued.

The Water Superintendent's salary shall be set at \$52,223 for the year 2007.

The Court Clerks to Town Justices will receive \$14.05 per hour for 2007. Court Clerks will receive \$21.07per hour for court time up to 175 hours each for 2007. The appointment of Jeannine Willson as Court Clerk for Judge Pierce is confirmed. The appointment of Deborah Sanfilippo as Court Clerk for Judge Sakowski is confirmed.

Joseph Colern, Gary Haas, Ronald Olson, Gary Cervi, Thomas Stynes, Matthew Kalinowski and Richard Ruzewski shall be re-appointed as Special Police.
David Baker is re-appointed to a 7-year term on the Planning Board.
Thomas Reid is designated Chairman of the Planning Board.
James Tuck and Gregory Kalinowski shall be alternates for the Planning and Zoning Boards.
Bryant Zilke is designated Chairman of the Conservation Board.
Kenneth Schroeder is appointed to a 7-year term on the Conservation Board.
Diane Rohl shall be the alternate for the Conservation Board.
Alfred Harrington is re-appointed to a 5-year term on the Zoning Board of Appeals.
Donald Trzepacz is designated Chairman of the Zoning Board of Appeals.
Michael Lischer is re-appointed to a 4-year term on the Assessment Board of Review.
Zoning & Planning Board members shall be paid \$45.00 per meeting attended. The Chairmen shall be paid \$50.00 per meeting attended.
Susan Derr and David Engberg shall be re-appointed to a 5-year term on the Library Board.
John Schmelzer shall be re-appointed as Dog Control Officer for the year 2007 at a salary of \$7,599.
Supervisor Nolan re-appoints Kerry Galuski as Bookkeeper part time at an hourly rate of \$14.42per hour.
Supervisor Nolan re-appoints Joan Wood as confidential Secretary to the Supervisor at an hourly rate of \$13.75per hour.

Victoria Defoe is re-appointed as Recreation Supervisor, Senior Citizens PT at an hourly rate of \$12.02per hour.
Doreen Schafer is re-appointed Deputy Receiver of Taxes and Assessments at an hourly rate of \$14.36per hour.
Daniel Clark is re-appointed as Caretaker of the Water Department.
Betsy Previty is re-appointed as Caretaker of the Senior Center.
Jennifer Ginter shall be re-appointed as Secretary, Zoning Board.
Diane Rohl shall be re-appointed as Secretary, Planning Board.
Patricia King is re-appointed as Records Management Officer at no additional salary.
Patricia King is re-appointed as Registrar of Vital Statistics at a salary of \$1,000.00 for 2007. All fees collected will be payable to the Town.
The Town Clerk re-appoints Jennifer Ginter as Deputy Town Clerk at \$14.36per hour and Tara Grambo as second Deputy Town Clerk at \$11.11per hour.

Jennifer Ginter is also re-appointed by the Town Clerk as Records Management Clerk at no additional salary.

The Supervisor announced the following committees for 2007.

The first name shall be Chairman:

Sanitation Powers-Polak

Street Lighting Polak-Glownia

Planning & Zoning Puleo-Polak

Subdivision & Highways Powers-Glownia

Board and Clerk Glownia-Puleo

Assessment Puleo -Polak

Finance & Audit Powers- Puleo

Cap Imp & Parks Glownia-Powers

Laws, Leg & Signs Puleo-Powers

Youth Recreation Glownia-Powers

Main, Grounds & Equip Polak -Glownia

Personnel Puleo-Powers

Business PowersûPuleo

Senior Rec, Water, Cable Puleo-Glownia

Councilman Puleo made the motion and Councilman Powers seconded the motion to approve the Organizational Agenda as read. Ayes-5. Noes-0. Councilman Polak approved with noted exceptions. Carried.

All have received the Zoning Board Agenda.

Supervisor Nolan stated the next Work Session will be Wednesday, January 10, 2007 at 6:00PM.

Meeting Adjourned at 8:40PM.

Respectfully submitted,

Patricia King
Town Clerk