

A Special Meeting of the Elma Town Board was held on Wednesday, January 9, 2008 at 7:00PM, at 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	Building Inspector	Joseph Colern
	Highway Superintendent	Wayne Clark
	Town Attorney	Phyllis Todoro

Approximately 22 people attended the meeting.

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

The Supervisor read the Organizational Agenda for 2008 as follows:

The following rules of procedure for the year 2008 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 2008 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 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.

All Department Heads are required to pay 10% of the cost of health Care Insurance provided by the Town.

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

Supervisor	\$59,760
Justices (each)	\$29,446
Councilmember's (each)	\$12,410
Town Clerk/Tax Receiver	\$50,748
Assessor	\$45,748
Highway Superintendent	\$52,684

Officials shall be allowed \$.505 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 2008.

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 year's 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 \$53,512 for 2008. He shall submit monthly reports of all building permits issued.

The Water Superintendent's salary shall be set at \$53,263 for the year 2008.

The Court Clerk to Town Justice Sakowski will receive \$14.47 per hour for 2008. The Court Clerk to Town Justice Pierce will receive \$11.00. The appointment of Donna Dimitroff 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, Matthew Kalinowski and Richard Ruzewski shall be re-appointed as Special Police.

James Millard is re-appointed to a 7-year term on the Planning Board.

Thomas Reid is designated Chairman of the Planning Board.

Gregory Kalinowski shall be alternate for the Planning and Zoning Boards.

Bryant Zilke is designated Chairman of the Conservation Board.

Larry Daley is appointed to a 7-year term on the Conservation Board.

Diane Rohl shall be the alternate for the Conservation Board.

Robert Schafer is re-appointed to a 5-year term on the Zoning Board of Appeals.

Donald Trzeczak is designated Chairman of the Zoning Board of Appeals.

Jean Stellrecht-Raichel is re-appointed to a 4-year term on the Assessment Board of Review.

Zoning, Planning & Conservation Board members shall be paid \$45.00 per meeting attended. The Chairmen shall be paid \$50.00 per meeting attended.

Richard Walter shall be re-appointed to a 5-year term on the Library Board.

Mark Kowalski is appointed as Assistant Disaster Coordinator.

Gary Mathews shall be appointed as Dog Control Officer for the year 2008 at a salary of \$7,827.

The position of full time Confidential Secretary to the Supervisor is eliminated and the position of full time Bookkeeper is created.

Supervisor Nolan appoints Kerry Galuski as Bookkeeper full time at an hourly rate of \$14.85per hour.

Joan Wood is appointed part time clerk at an hourly rate of \$14.16per hour.

Victoria Defoe is re-appointed as Recreation Supervisor, Senior Citizens PT at an hourly rate of \$12.38per hour.

Doreen Schafer is re-appointed Deputy Receiver of Taxes and Assessments at an hourly rate of \$14.79per hour.

Daniel Clark is re-appointed as Caretaker of the Water Department.

Betsy Preivity is re-appointed as Caretaker of the Senior Center.

Jennifer Ginter shall be appointed as Secretary, Zoning Board.

Diane Rohl shall be appointed as Secretary, Planning & Conservation 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 2008. All fees collected will be payable to the Town.

The Town Clerk re-appoints Jennifer Ginter as Deputy Town Clerk at \$14.79per hour and Tara Grambo as second Deputy Town Clerk at \$11.44per 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 2008.
The first name shall be Chairman:

Sanitation	Powers-Puleo
Street Lighting	Polak-Glownia
Planning & Zoning	Puleo-Powers
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	Powers-Puleo
Senior Rec, Water, Cable	Powers-Glownia

Councilman Powers made the motion and Councilman Puleo seconded the motion to approve the Organizational Agenda as read. Ayes – 3. Noes – 2. Carried. (Councilwoman Glownia & Councilman Polak voted no).

Councilman Powers made the motion and Councilman Puleo seconded the motion to enter into Executive Session at 7:18PM to discuss legal issues in regards to the land purchase of property on Rice Rd. Ayes- 5. Noes- 0. Carried.

Councilman Powers made the motion and Councilwoman Glownia seconded the motion to exit Executive Session at 7:22PM. Ayes – 5. Noes- 0. Carried.

Supervisor Nolan reconvened the Special Meeting before going into Executive Session because a few appointments were accidentally omitted from the Organizational Agenda and then announced the Special Meeting will adjourn immediately following the Executive Session.


Councilman Puleo made the motion and Councilman Powers seconded the motion to amend the Organizational Agenda to add:
Phyllis Todoro is re-appointed Town Attorney with salary as listed in the 2008 adopted Budget.
Rosemary Bapst is re-appointed Deputy Town Attorney and Prosecutor with salary as listed in the 2008 adopted Budget.
James Wyzykiewicz is re-appointed Town Engineer with salary as listed in the 2008 adopted Budget.
Ayes – 3. Noes – 2. Carried. (Councilwoman Glownia and Councilman Polak voted no).

Councilman Powers made the motion and Councilwoman Glownia seconded the motion to enter into Executive Session at 7:25PM to discuss legal issues in regards to the land purchase of property on Rice Rd. Ayes – 5. Noes – 0. Carried.

Councilman Powers made the motion and Councilman Puleo seconded the motion to exit Executive Session at 7:40PM. Ayes – 5. Noes -0. Carried.

Meeting adjourned at 7:40PM. All in favor.

Respectfully submitted,


Jennifer M. Ginter
Deputy Town Clerk