

WORK SESSION #23/2013 WORK SESSION SYNOPSIS DECEMBER 9, 2013

PRESENT: Harry Milligan, Supervisor
Mary Riddoch, Councilwoman

RECORDING SECRETARY: Debra Crist, DTC

OTHERS PRESENT: Jennifer Strong, Town Attorney
Mike Metzger, Town Engineer
Len Weglarski, DCO

1. EXCHANGE/ZOELLER WATER PROJECT

Eng. Metzger gave the Board copies of the project timeline for Zoeller Rd. and Exchange waterlines.

- A. Design Phase – 25 weeks - Timeline
- B. Bid Phase – 4 weeks – Timeline
- C. Construction Phase- 15 weeks- Timeline

There was a discussion on crossing the creek with the waterlines. The possibility of dead- ending the line will be looked into. Eng. Metzger said we need to look into whether it would work hydraulically or not. It may need to tie into Genesee St., because we may need the loop for water flow. If the line is dead-ended, you risk stagnant water. CEO Snyder said that it does happen, as he is at the end of a line at his home. Once we have all the information about the topography and what utilities are in our way, we can determine what side of the road the line can be put in on. As early in the project as possible, he wants to get the stream disturbance permit applied for with the DEC and the Corps. of Engineers because it can be lengthy sometimes. Step one would be to work out the details of the contract. Engineer Metzger thinks we are effectively there.

Engineer Metzger saw that his contract was on the agenda for discussion. He kept the 2013 contract and changed the dates.

Supervisor Milligan read a letter he composed regarding the request for water on Three Rod/Cayuga Creek. This will be mailed to all the homeowners inviting them to an informational meeting on January 14, 2014.

Councilwoman Riddoch questioned if anything has been done with the invoice Engineer Metzger said was still open from 2012 for work done regarding the Sievenpiper drainage work for 2012. It was decided Engineer Metzger will get payment for this project.

2. TREE CARE

CEO Snyder said that there is nothing happening as yet, the proper paperwork has not been received.

CEO Snyder said the Erie County Health Dept. report that he had been waiting for on the Marzec property has been received last Thursday. He has everything else he needs. With regards to Billy D's he is waiting for Eng. Metzger to look at the paperwork. The Marzec's questioned the timeline for approval. Attorney Strong said that we are still

within the 30 day SEQR process. Attorney Strong will prepare the Lead Agency Resolution for Monday, with the approval Resolution for the January 6th meeting.

Supervisor Milligan asked Engineer Metzger if he had done any further research on the proposed enclosed Senior Shelter. He did not like the pictures that Eng. Metzger had. Eng. Metzger will look further.

3. CONTRACTS FOR 2014

Attorney Strong has a draft contract for OEM for 2014. The only church that will be participating in 2014 is Townline Luthern Church. Instead of a one-year contract it will be a three year contract. She will get with Ryan Sheedy to finalize.

Hwy. Funds – Carl has signed the Hwy. Agreement for 2014 indicating paving Henske, Kieffer & Boncliff. She talked to Hwy. Supt. elect Wagner to see if there is any changes he would like to make. If there is none, it will be put in the reorganization packet for 2014.

Attorney Strong has Sue Barnes contract for 2014, it is the same as 2013.

The Kennel Contract – DCO Weglarski would like his kennel fee to be increased to \$20.00. Area Vets and kennels charge at least this amount. It had been raised previously in 2013 to \$15.00. Councilwoman Riddoch reminded Len that this is his kennel and he is responsible for all repairs. The schedule of fees that is included in the reorganization packet would need to be changed. The fee will be increased to \$20.00. Attorney Strong will redo the contract and circulate it.

4. ANNUAL REVIEW OF THE PROCUREMENT POLICY

Attorney Strong said that it is required by State law to evaluate and review our procurement policy. Any purchases under \$500.00 can be okayed by department heads. Over \$500.00 needs two quotes. State Bid price requires Town Board Resolution. Schedule “A” will need to be updated for the newly elected officials. Councilwoman Riddoch suggested that Department heads meet with the Town Auditors to become informed of the procedures they would like followed.

5. LOCAL LAW #1/2014

Attorney Strong said that with the Planning Board’s approval tomorrow night, the Lead Agency for Local Law #1/2014 can be done on Monday night.

6. COUNTY HWY. SHARED SERVICES AGREEMENT

Supervisor Milligan had the snow contract for Erie County for Attorney Strong. The County has sent out a proposed agreement between towns and villages to share equipment, tools & personnel. Supervisor Milligan said this has been done in the past. Supervisor Milligan suggested holding off on this for a while.

7. ZBA & PLANNING

This subject will be discussed in Executive Session.

Councilwoman Riddoch has received a membership application for Millgrove Fire Company. Attorney Strong will prepare the Resolution for Monday.

COUNCILWOMAN RIDDOCH REQUESTED AN EXECUTIVE SESSION WITH THE TOWN BOARD, TOWN ATTORNEY AND DEPUTY TOWN CLERK DEBRA CRIST TO DISCUSS A MATTER OF PERSONNEL.

CEO Snyder is getting prices on hot water tanks for the main bathrooms, kitchen and slop sink.

Deputy Town Clerk Crist had requests from the Alden Historical Society and Alden Republican Committee for use of the Alden Community Center for 2014. Councilwoman Riddoch will prepare the motions. She also had a quote for a new desk on State Bid. Councilwoman Riddoch asked if there was money in the budget. This will be addressed at a later date.

Supervisor Milligan said reappointment letters were received from Matthew Herzik Jr., Metzger & Len Weglarski.

Letter received from Ryan Sheedy regarding OEM.

He had a discussion with Scott Sitzman regarding flooding the ice rink. Supervisor Milligan is concerned with the temperatures to maintain the ice. Park Supv. Sojka will work with Scott.

A letter was sent out to Zoladz regarding the bike path.

While attending a meeting at the prison on November 19th the topic of the land at Walden and Wende came up. Supervisor Milligan drafted a letter to be sent to the State regarding the issue of the release of unused State property. A copy will be sent to Fred Heinle.

A letter was received from Ewell Free Library regarding funding. He feels that if they are not going to be a private library the Towns funding will have to be looked at.

SUPERVISOR MILLIGAN ALSO WOULD LIKE TO GO INTO AN EXECUTIVE SESSION WITH TOWN BOARD, TOWN ATTORNEY & DEBRA CRIST REGARDING A PERSONNEL MATTER

MEETING OVER AT 7:52 P.M.

CC: TB, ATTY. PARK SUPV. & EMERG. MGT.

