

TOWN BOARD WORK SESSION

AUGUST 25, 2020 – 7:00 PM

PRESENT: Supervisor Adamski
Councilwoman Pautler
Councilwoman Waiss

RECORDING SECRETARY: Jennifer Strong, Town Attorney

OTHERS PRESENT: Len Weglarski, DCO
Mike Metzger, Town Engineer
Colleen Rogers, Deputy Town Supervisor
Bill Rogers, Highway Superintendent
Residents

Community Center Usage COVID Plan – Colleen Rogers, Deputy Supervisor

Deputy Supervisor Rogers stated that people are very happy that the Community Center is being reopened for groups of up to 20. She has the cleaning portion of the reopening covered with Scott Dryer. The Town Clerk's Office will communicate the scheduling of the Community Center to Scott Dryer so that it can be cleaned thoroughly after each use. Deputy Supervisor Rogers questioned if the Town Board was going to use a blanket plan that each group would use. The Town Board agreed that a blanket policy would be best.

RFP for Grant Writer – Colleen Rogers, Deputy Supervisor

With the passing of Sue Barnes we need to find a new grant writer; especially if the proposed Cayuga Creek Water District moves forward. Jennifer Strong added that this is a professional service so Deputy Supervisor Rogers could start looking into possible options. Councilwoman Waiss pointed out that Mike Metzger knew of a grant writer, he stated he would share that information with Colleen Rogers.

Sue Barnes Remembrance – Deputy Supervisor Colleen Rogers

Would like to do something in remembrance of Sue Barnes, she was here since the 1980s; she has brought so much money to this Town. Looking for suggestions for something to do (not a bench) she did like Cherry Blossom trees. Asked that everyone think on it and come up with some ideas.

Town Hall Boilers – Dean Adamski, Town Supervisor

Boilers are junk. The warranty will cover the full original purchase cost. Petchke who did the Zoom meeting with the manufacturer has submitted for 2 of the 3 boilers, however, the third one has issues too so they will be submitting for that one as well. Boilers will need to be replaced; a chunk of money will go to that. We will have to purchase the boilers and then they will refund us the amount of the original purchase price from when the faulty boilers were purchased.

Bippert Refuse Refund – Jennifer Strong, Town Attorney

Warren Bippert had a garbage cart delivered to a piece of vacant property. The cart has been picked up and returned to the Town Hall. Going forward the refuse charge will be removed from his taxes on this property as Erie County has approved the application for Refund or Credit of Real Property taxes. A Resolution approving the refund will be ready for next Tuesday's Regular Town Board Meeting.

Ag & Mkts Dog Letter – Jennifer Strong, Town Attorney

At the Board's request has been working on a response to the resident's complaint to Ag & Mkts about the severity of the Town Code. A copy of that draft letter has been sent to each Board member and Colleen Rogers for input. Is having a difficult time responding to the letter due to the amount of misinformation included in the letter. Supervisor Adamski confirmed when the response is due (9/4) and added that this week he will send some tweaks that he has to Jennifer Strong. Supervisor Adamski asked DCO, Len Weglarski if he was able to get any written statements from the neighbors. He stated that only 1 neighbor would provide a written statement and it says that the issues have been resolved and there is no longer a problem. Jennifer Strong asked that if anyone had any suggested changes to send them to her.

Tax Cap Local Law – Jennifer Strong, Town Attorney

Asked if the Town Board is interested in adopting a Tax Cap Local Law? Deputy Supervisor Colleen Rogers stated she cannot run all the numbers because they are not all in. Jennifer Strong added that the clock is ticking, the Local Law would have to be adopted before the 2021 Budget.

Fire Contracts – Jennifer Strong, Town Attorney

Fire Companies have agreed to a 1 year contract, because of all the uncertainty we are experiencing. Has begun drafting the contract, a public hearing will be needed and the contract is due in December. Supervisor Adamski stated that he would like to move forward with this.

Baseball Diamonds – Bill Rogers, Highway Superintendent

Has had Great Lakes Athletics Fields & Lakeside Sod out for estimates and also input on what can be done to rejuvenate the fields. Has an estimate from Lakeside Sod for baseball mix; we would need 100 ton of product to bring the 3 fields up to proper grade. Cost was \$83.50 per ton, Highway Superintendent Rogers asked the Board to approve a 100 ton max, total cost not to exceed \$8,350.00 for the baseball mix. R01 would be the first field to be done, then the other 2 fields following this Fall. A sole-source letter has been provided along with the quote from Lakeside Sod. Supervisor Adamski stated absolutely, Councilwoman Pautler agreed. Highway Superintendent Rogers went on to add that we will get all 3 fields done for a fraction of the cost to have Great Lakes Athletics Fields come in and do 1 field; they were at \$16,557.00 for 1 field.

Sealing Bike Path & Basketball Courts – Bill Rogers, Highway Superintendent

Has obtained 3 quotes for the job, Northeast is the least expensive at a cost of \$3,780.00 for the bike path and \$970.00 for the basketball court. To his knowledge the path has never been sealed and it is in need of it. Supervisor Adamski questioned how old the bike path was. Deputy Supervisor stated she believed it was put in in 2003. Highway Superintendent Rogers went on to add that they plan to repave the other basketball court next year.

Cayuga Creek New Lower #s – Mike Metzger, Town Attorney

Utilized the numbers discussed at the last Work Session to rerun construction costs which went from \$974,000 down to \$887,600. Utilizing the lowered interest rate, which is closer to what we are seeing today at 3.2%, brought the annual cost down from approximately \$56,000 to approximately \$45,000. When extrapolated, based on the 3 part formula, went from a little under \$1,800 to approximately \$1,400. It's now up to the Board as to how they would like to proceed. Other options had been mentioned such as breaking up the cost into equal shares per property owner. Councilwoman Waiss and Councilwoman Pautler stated they did not think the equal share option would be fair. Mike Metzger noted that the equal share formula does raise the rates for people who own vacant land. He went on to reference one homeowner who had the highest value at \$3,200 with the old formula is now at approximately \$2,467 with the new numbers. Jennifer Strong added that in order to introduce the new numbers to the residents the map plan & report would need to be amended and residents would need to sign a new petition. Councilwoman Pautler suggested sending out a simple letter outlining the new lower numbers to see if more residents would be interested. Also schedule another informational meeting. Jennifer Strong stated she could write the letter as long as Mike Metzger gets her a summary of the changes.

Residency Law – Jennifer Strong, Town Attorney

Was introduced at the last Board meeting, it does not need to go to the Planning Board because it is not a zoning code local law. If the Board so desired she could begin the SEQR process. Supervisor Adamski added that Deputy Supervisor Rogers looked at the policy that Lancaster has in place. There may be issues with hiring Civil Service that include test scores. He believes that the local law may need to be adjusted to protect the Town's hiring rights. Deputy Supervisor Rogers noted some potential issues and Jennifer Strong stated the local law will be put back on the drawing board.

Hunting Licenses – Dean Adamski, Town Supervisor

Stated has received a lot of complaints with regard to the Town Clerk's Office not being able to sell Hunting Licenses. Stated the DEC had an old employee as a contact person, so the DEC stopped the Clerk's Office from selling licenses. He found that an escalation ticket needed to be issued and that had not been done until he did it on Friday. Added it could be several months before hunting licenses can be sold again.

School Usage of Fields – Dean Adamski, Town Supervisor

Soccer and Cross Country would like use of the Town Park & trails. Other than working out some scheduling conflicts as long as the state allows the sports to take place, Supervisor Adamski sees no reason why the Town would deny the school use of the areas. Jennifer Strong noted that motions would need to be made for approval.

Gina Weiss, Councilwoman

Alissa Cooper from the Chamber of Commerce asked if there would be office space available at the Town Hall. She currently works from home but is looking for an office to work out of. Jennifer Strong stated she felt that would be a dangerous door to open and Supervisor Adamski agreed.

Colleen Rogers, Deputy Supervisor

Looking into cloud storage to pair with our KVS system. Has a webinar scheduled for Thursday. Has also looked into the cell phone plan and found that Bill Rogers, John Bobeck and Andy Sojka's old cell phone are not really used so we are going to disconnect those lines. Needs a few things to close out the SD2 project; final bill from 3rd Generation (Mike Metzger is working on), Affidavit from Mike stating project is almost complete, and a resolution from the Board stating the project is almost complete. Has also spoke with Jeff Smith about refinancing water district 4 because it is on an escalating scale.

Mike Metzger, Town Engineer

Would be a good idea to find out if anyone in the proposed Cayuga Creek water district has made any changes to their systems. The reason for that is to show improvements to the system to the DEC so they don't require more studies and further improvements to the system. If we have a way of inventorying any changes that would be a good idea. House to house inspections would be done by the Building Inspector. A few things on the Senior Center Roof; the Town Board has to do a Resolution authorizing us to go to bid for the project. A schedule was circulated today outlining the project. As part of our MWBE compliance we have to advertise in a local minority paper and that is built into the schedule for Buffalo Criterion; will work with Town Clerk Barrett on the publication. Recapped the schedule circulated. With regard to replacing the ceiling tiles asked for clarification on whether only damaged tiles would be replaced or all of them? The Town Board stated all of them. Supervisor Adamski questioned whether new grid work would be put in place as well. Mike Metzger asked if it was the intent to put more money into the project for the largest impact or just working with what can be done on the budget we have? He added that he can get cost of the grid work replacement as well and the Board can decide from there. Mike Metzger went on to add that there could be some cost savings by using a different material for the roof. The different material options can be put into the bid for further review.

Jennifer Strong, Town Attorney

Certificate for ambulance renewal came in today. We received a letter from the state saying we were late with our e-recycle, Colleen Rogers has already taken care of it. Committee on Open Government has issued a report on having Public Hearings. They have confirmed you can have in person public hearings, with proper social distancing, wearing masks and limiting your room capacity to 50%. You cannot turn people away in the event that you will exceed the 50% capacity so If there is an instance where that may happen, information needs to be given for people to video conference in to the Public Hearing.

Colleen Pautler, Councilwoman

Distributed request from Historical Society to open up. Christopher Gust provided everything needed to comply with the re-opening guidelines. Jennifer Strong will put together a Motion to approve the re-opening of the Historical Society building. Community Center is ready to go for keys. For the outside bathrooms we are going to keep the keys separate. To finish the job the locksmith needs to know how many keys for the outside bathrooms are needed. The initial resolution states 50 keys were approved. Councilwoman Pautler asked Bill Rogers how many keys were needed for Parks to open/close; he stated 2 for the outside bathrooms in addition to the 2 master keys himself & Scott Dryer will receive. Councilwoman Pautler went on to ask how many keys would be needed for the entire building. Deputy Supervisor Rogers noted that the calendar's used for scheduling could be reviewed to come up with a number. Highway Superintendent Rogers added that that could be 20-30 organizations alone. Councilwoman Pautler stated she would put down for 10 keys to get started. All keys will have a code that will be supplied to the Town Clerk as well as numbered. Locksmith also keeps a list of the numbered keys he has cut.