

## **Newstead Town Board Meeting- November 27, 2017**

The Town Board entered an executive session on a motion by Councilman Jendrowski, seconded by Councilman Burke at 7:36pm to discuss personnel issues regarding the Code Enforcement Officer and the Assessor. The Board exited executive session, having taken no action, on a motion by Councilwoman Morlacci, seconded by Councilman Burke at 7:58pm.

The regular meeting was called to order by the Newstead Town Board on Monday, November 27, 2017 at 8:00pm at the Newstead Town Hall.

Present: David Cummings- Supervisor  
John Jendrowski- Councilman  
Edmund Burke- Councilman  
Jeannine Morlacci- Councilwoman  
Mike Bassanello- Highway Supt  
Nathan Neill- Town Attorney  
Scott Rybarczyk- Wendel/Town Engineer  
Dawn Izydorzak- Town Clerk

Roll Call was taken with all board members present except Councilman Dugan who is running late from another meeting.

Highway Superintendent Bassanello led the pledge to the flag.

Minutes from the regular meeting held on November 13, 2017 were presented for approval. A motion was made by Councilman Jendrowski, seconded by Councilwoman Morlacci to approve as presented. Carried

**Agenda Changes** – a motion was made by Councilman Jendrowski, seconded by Councilwoman Morlacci to make the following agenda changes: add a motion to approve a beer/wine permit for the Cultural Center event and a motion authorizing the Supervisor to sign the 2018 SPCA contract. Carried

Supervisor Cummings acknowledged Mike George, contractor on the MGA Research project who was present to inquire about the postponement and rescheduling of the public hearing on the project. The Supervisor explained the new hearing date will be set this evening for December 11<sup>th</sup> at 7:35pm and due to the 30 day SEQRA process they will not be able to vote on the project on Dec. 11<sup>th</sup>. Instead that night they will set a special meeting for December 18<sup>th</sup> to approve the project if there are no major objections voiced at the public hearing.

**Communications** – The Town Clerk presented the following correspondence:  
A letter and a copy of the 2018 contract was received from the SPCA requesting the Town to renew the contract for 2018.

A request for a beer/wine permit was received from Susan Brewer for an event at the Cultural Center on January 14, 2018.

The November Newsletter from the Northern Erie Sno-Seekers was received.

Brochures were received from the Department of Public Service for the winter heating season.

A letter regarding free legal assessments of cable franchise and wireless agreements was received from the Cohen Law Group.

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

**Work Session:** The Supervisor reported that at the last work session the following items were discussed: re-adoption of the resolutions from the Nov 13<sup>th</sup> meeting, buildings projects- town park, water & sewer projects updates, planning items, grants updates, Assessor & NFC/Sr Ctr contracts, fire inspections, senior center assistant and cleaning personnel, swearing in ceremony for 2018 and 2018 appointments and any other items brought before the Board.

**Agenda Items Question Period:** no one spoke

**Budget transfers:** a motion was made by Councilwoman Morlacci, seconded by Councilman Burke to approve the budget transfers as presented in a memo from Bookkeeper Colleen Salmon dated 11/27/17. Carried

**Approval of Bills** – Councilman Jendrowski reported that the Abstract(s) from Batch(es) #1771 prepay & 1772 + postage transfer have been reviewed with the previously un-audited vouchers and everything was found in order. He presented Abstract Batch(es) #1774 for payment. Vouchers on this abstract(s) numbered from 1271- 1308, totaling \$181,676.37. Councilman Burke seconded to approve payment as follows:

Abstract Batch(es) #1774:

General Fund (A) -\$83,615.02, General Fund- Outside Village (B) \$17,442.02, Highway (DA) -\$0, Highway: Outside Village (DB) \$48,834.45, CAP- Water-Scotland- (HS) \$0, CAP-Sewer Dist. 3(HNL) \$0, CAP- Trail Grant (HTG)- \$7,543.24, CAP- Water Improvement (HW)- \$0, CAP Water-Downey (HW01)- \$0, CAP- Water- Cedar (HW02)- \$557.90, Drainage (SD)- \$0, Fire Protection (SF) \$0, Refuse (SR) \$0, Sewer #1 Fund (SS) \$28.79, Sewer District #2 (SS02)- \$72.96, Trust & Agency(TA)- \$23,539.51 and Water Districts: Consolidated (SW00) \$42.48, (SW1) \$0, (SW2) \$0, (SW3) \$0, (SW4) \$0, (SW5) \$0, (SW6) \$0, (SW7) \$0, (SW7A) \$0, (SW8) \$0, (SW9) \$0, (SW10) \$0; Total: \$181,676.37 Carried

### **COMMITTEE AND DEPARTMENT HEAD REPORTS:**

**Highway** – Mike reported they had one man help the Village with leaf pick up for 1-1/2 weeks. They formed and poured the pad at Skyline Park and he thanked the three men from the Village that helped them on the project. He also thanked Cold Spring Construction for the loan of the insulation blankets they used on the concrete for several days. They have been busy getting the trucks ready for winter, put up new stop signs on the bike path, put markers up at the town parking lots and roads, and cleaned and serviced the mowers used in the parks all summer.

**Assessor** – no report presented. The Supervisor reported applications have been coming in for the position with interviews to follow soon.

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

Eileen Kasperek	12646 Hunts Corners	Generator
Brian Zastempowski	11881 Meahl	Shed
David Convertini	13123 Main	Indoor Riding Arena
Jill Peters	86 Golden Pond Est	Garage repair
Janice Miller	5160 Crittenden	Roof
Dominic Torrelli	7220 Sandhill	Remodel
Charles Howell	6 Country Meadow Est	Roof

The Town Board accepted the report as presented. Fire inspections have been started and are hoped to be up to date by December 31<sup>st</sup>.

**Town Clerk-** nothing at this time

**Attorney for the Town** – nothing at this time

### **COUNCILPERSONS:**

**Jendrowski-** he attended a Lion's Club board meeting on the Skyline Park building project and thanked Mike and the Town and Village crews for their work on the concrete slab. He met with Kelkenberg Construction on ordering the building materials, which should be in by December 11<sup>th</sup> and then construction will start immediately. He also met with Mike & Christine on a job site that was rough grading with no permit.

**Dugan** – not present

**Burke** – he thanked Councilwoman Morlacci for all her work on the food pantry fundraiser and the very successful efforts of everyone else that helped out for this very worthy cause.

**Morlacci**- nothing at this time

**Supervisor**- The October 2017 Supervisor’s Report is on file with the Town Clerk. He attended the Erie County Water Quality annual meeting, the NEST meeting, the Association of Erie County Governments meeting, he met with the new fire inspection appointee, sat in on the interview for the temporary Senior Center assistant position, took water and noise complaints on Stage Road, met with the Assessor on the open position, reported a pole light out at Carney Rd & Rt. 93 and met with the Town Clerk on the cleaner position.

**UNFINISHED BUSINESS:**

**Buildings**- the park slab is poured and the materials will be delivered Dec. 11<sup>th</sup> with construction to start thereafter.

**Planning**- the CEO position will be shifting to full time January 1<sup>st</sup>, proposed code changes and fee schedule changes are under review. Fire Inspections should be caught up by the end of the year. The next public meeting on the Master Plan update will be scheduled soon.

**Water/Sewer**- nothing new to report. Councilman Burke asked Scott if any pressure problems have been reported in the new section. He replied no, nothing has been reported.

**Grants**- the DASNY paperwork is in and in the process of being completed and returned.

**NEW BUSINESS:**

**Public Hearing- Twin City Ambulance Contract:**

A motion was made by Councilman Jendrowski, seconded by Councilwoman Morlacci approving the calling of a public hearing on the proposed renewal of the Pre-Hospital Emergency Medical Services Agreement with Twin City Ambulance, to be held on December 11, 2017 at 7:30pm and authorizing the Town Clerk to publish the hearing notice.

(Resolution Attached) Cummings-Aye, Dugan -Absent, Burke-Aye, Jendrowski- Aye, Morlacci-Aye  
Carried

**Public Hearing- Site Plan- MGA Research- 13311 Main Rd:**

A motion was made by Councilwoman Morlacci, seconded by Councilman Burke authorizing the calling of a public hearing on the proposed site plan for MGA Research located at 13311 Main Rd, to be held on December 11, 2017 at 7:35pm and authorizing the Town Clerk to publish the hearing notice.

(Resolution Attached) Cummings-Aye, Dugan -Absent, Burke-Aye, Jendrowski- Aye, Morlacci-Aye  
Carried

**Public Hearing- Local Law #7 of 2017:**

A motion was made by Councilman Burke, seconded by Councilman Jendrowski authorizing the calling of a public hearing on the proposed Local Law #7 of 2017 regarding repealing Local Law #6 of 2017, to be held on December 11, 2017 at 7:40pm and authorizing the Town Clerk to publish the hearing notice.

(Resolution Attached) Cummings-Aye, Dugan -Absent, Burke-Aye, Jendrowski- Aye, Morlacci-Aye  
Carried

Councilman Dugan entered the meeting at 8:37pm.

**Public Hearing- Local Law #8 of 2017:**

A motion was made by Councilman Jendrowski, seconded by Councilwoman Morlacci authorizing the calling of a public hearing on the proposed Local Law #8 of 2017 regarding the renewal of the

Cold War Veteran Exemption, to be held on December 11, 2017 at 7:45pm and authorizing the Town Clerk to publish the hearing notice.

(Resolution Attached) Cummings-Abstain, Dugan -Abstain, Burke-Aye, Jendrowski- Aye, Morlacci-Aye  
Carried

**Public Hearing- Local Law #9 of 2017:**

A motion was made by Councilman Dugan, seconded by Councilman Jendrowski authorizing the calling of a public hearing on the proposed Local Law #9 of 2017 regarding amendments to the residency requirements for the Code Enforcement Officer position, to be held on December 11, 2017 at 7:50pm and authorizing the Town Clerk to publish the hearing notice.

(Resolution Attached) Cummings-Aye, Dugan -Aye, Burke-Aye, Jendrowski- Aye, Morlacci-Aye  
Carried Unanimously

**Public Hearing- Local Law #10 of 2017:**

A motion was made by Councilman Burke, seconded by Councilwoman Morlacci authorizing the calling of a public hearing on the proposed Local Law #10 of 2017 regarding amendments to the residency requirements for the Town Attorney, Deputy Town Attorney and Town Prosecutor positions, to be held on December 11, 2017 at 7:55pm and authorizing the Town Clerk to publish the hearing notice.

(Resolution Attached) Cummings-Aye, Dugan -Aye, Burke-Aye, Jendrowski- Aye, Morlacci-Aye  
Carried Unanimously

**Approval- Hire for Janitor position:**

A motion was made by Councilman Burke, seconded by Councilman Dugan approving the hiring of Kenneth Pask as a part time janitor/cleaner at a rate of pay of \$14.00/hour effective immediately. Cummings-Aye, Dugan -Aye, Burke-Aye, Jendrowski- Aye, Morlacci-Aye Carried Unanimously

**Approval- Hire for Fire Inspections:**

A motion was made by Councilman Burke, seconded by Councilwoman Morlacci approving the hiring of Brian Schollard part time until 12/31/2017 to complete fire inspections for the town effective 11/21/2017 at a rate of pay of \$15.00/hour.

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

**Approval- Hire for PT Senior Center Assistant position:**

A motion was made by Councilman Jendrowski, seconded by Councilman Burke approving the hiring of Matthew Sabbatis as a part time assistant at the Senior Center until 12/31/2017 effective 11/23/2017 at a pay rate of \$10.00/hour.

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

**Approval- Beer/Wine Permit:**

A motion was made by Councilman Burke, seconded by Councilman Jendrowski authorizing a beer/wine permit for an event at the Cultural Center on January 14, 2018 for Susan Brewer.

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

**Approval- SPCA Contract for 2018:**

A motion was made by Councilman Burke, seconded by Councilwoman Morlacci authorizing the Supervisor to execute the 2018 contract with the Erie County SPCA.

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

**Privilege of the Floor/Question Period:** no one spoke

The Supervisor announced the swearing in for newly elected officials will be held at 7:00pm before the regularly scheduled board meeting on December 28<sup>th</sup>.

There being no further business to come before the board for the regular meeting a motion was made by Councilman Burke, seconded by Councilwoman Morlacci to adjourn the regular meeting at 8:50pm.  
Carried Unanimously

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