

January 19, 2011

A regularly scheduled work session of the Lockport Town Board was conducted at 1:00 p.m. on Wednesday, January 19, 2011, at the Town Hall, 6560 Dysinger Road, Lockport, New York.

Present were: Supervisor: Marc R. Smith

Town Council members: Cheryl A. Antkowiak
Paul H. Pettit
Mark C. Crocker
Paul Siejak

Also present: Nancy A. Brooks, Town Clerk, Daniel E. Seaman, Town Attorney and Robert Klavoon of Wendel-Duchscherer.

The Supervisor welcomed everyone and opened the meeting for the following action and/or discussion:

1. Town Clerk

The Town Clerk reported correspondence as follows:

Alcoholic Beverage License renewals from Shero's Restaurant and from the Wine & Liquor Outlet; a letter from the NYS Comptroller's Office regarding the Town of Lockport resolution establishing the Standard Work Day for Town officials; Notice of Public Hearing for the Town of Cambria Zoning Board of Appeals; verification from the Niagara County Health Dept. regarding the rabies clinic to be held at the Town of Lockport garage in May 2011.

Additionally she brought to the Board's attention some concerns she has with the issuance of Vendor's Permits. She stated that in 2010 her office had received several complaints about having people come to their door for soliciting purposes. She understands that these permits cannot be discontinued but she asked if the Town's ordinance regarding the issuance of the permit could be revisited for possible changes, perhaps an increased, per person fee to obtain the permit. She also stated she will be seeking out what other municipalities have as ordinances. The City of Lockport requires a 10-year background check prior to a vendor permit issuance.

Lastly, The Town Clerk reported that the Marlene Ryndak, the Town's school crossing guard, has voiced concerns about traffic passing on the right-hand side of the road along Beattie Ave, which places vehicles on or near the shoulder where children and their parents are often waiting to cross. Marlene stated that traffic continues to increase in the area and she suggested that perhaps the current signage could be replaced with "No Passing on the Right" signs or something similar.

Based on the Town Attorney's suggestion, the Supervisor stated the topic will be a matter of discussion in Executive Session.

2. Town Attorney

Mr. Seaman reported on the Article 7 proceedings with General Motors Corp., the City of Lockport, Town of Lockport and any other municipalities had been completed. He stated the assessment for the Delphi property has been adjusted.

Mr. Seaman also recommended Town Board approval of a prepared contract with the Lockport City Cross Country team, for use of the Day Road Park facilities.

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MOTION (2011-18): to approve a contract with the Lockport Cross Country team, as prepared by the Town Attorney, was made by Council member Antkowiak, seconded by Council member Crocker. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

3. Engineer

Mr. Klavoon reported that the design plans for the Day Road Park restrooms have been completed and sent to David Miller, Town Highway Superintendent, for his review. Once Mr. Miller's comments have been received, the final bid packets for the electrical and the mechanical components will be compiled for the bid process.

4. Town Board Comments

Councilman Pettit stated he continues to be impressed with David Miller, the newly appointed Town Highway Superintendent. He stated that the savings that the Town Highway Dept. has acquired due to Mr. Miller's changes, especially in the new mixture to the "Magic" ice melt, has been significant. Councilman Pettit stated that he also had the opportunity to observe the new process for mixing the new ice melt. The new supplier, from which the Town purchases the "Magic", brings equipment on site and assists Town Highway personnel in the mixing process. The number of highway personnel as well as the number of man hours has been greatly reduced.

Councilwoman Antkowiak reported on several topics as follows:

C.I.D. Think Green Recycling Incentive – She reported that the program is up and running and that 736 residents have registered to date, and the program is only two weeks old.

Recycling Bins – Councilwoman Antkowiak stated that she has been having difficulty in obtaining quotes for recycling bins. The Town's supply of bins is getting low and she is hoping that some of the vendors she has contacted will soon respond. She will continue her efforts in this area and will report any progress.

Memorial Tree Park - Councilwoman Antkowiak reported that she met with a representative from Stedman's Nursery and that the meeting was very productive. The program will include residents obtaining information packets which Stedman's Nursery will provide. Included in the packets will be a list of trees which are suitable for planting, a map of prospective planting areas, as well as the cost figures for the planting. Stedman's has provided an insurance policy to the Town as they will be responsible for doing all the work at the park, including obtaining the memorial plaques for the trees. Residents will obtain the information packets through Stedman's or by contacting the Town Clerk's office. The program will require a 50% down payment, and residents who purchase the entire package, will also be offered a 20% discount. Councilwoman Antkowiak stated she does not anticipate any problems with the new program as it has been in place in several other communities and has worked well.

The Spring Newsletter will be coming out in early April. There will be several articles listed including the required Town Water report, as well as the new recreation programs. She expects that the newsletter should be out on time with no complications.

Dale Association – She reported that the Town of Lockport's membership in the Association has grown by almost 35% in the last two years, due primarily to the increased programs offered to residents at the Town Hall. She stated that in April 2011 the Dale Association will offer a kidney screening to Town residents at the Town Hall.

The Health Fair will continue as the primary Dale Assoc. event offered to residents at the Town Hall. Every year more and more activities and programs will be added to this event which was a huge success in 2010. The event will continue to be held in September and may have a main speaker added as a feature.

Day Road Park Activities - Councilwoman Antkowiak reported that she is investigating the possibility of having an antique car show at the park, possibly to be held during an annual "Christmas in July" event which is being planned in conjunction with the Santa House. Additionally, she hopes to have another water fountain added for summer use.

The summer will bring another fun-filled season of league soccer as well as the soccer camp which should prove to be bigger and better. The Cross Country team will be utilizing the park and Councilwoman Antkowiak reported she believes that park activities will just continue to multiply and park activities will continue to grow each year.

The Town Recreation Committee recently met and has decided that the outdoor "Movie Night" will be moved to Saturdays for 2011, as not to interfere with the music concerts in downtown Lockport.

Plans are also underway for an annual "Winter Fest" event to be held at the Day Road Park. This will include activities such as horse drawn sleigh rides and the restrooms will be complete so there will be a facility to offer hot drinks and food for participants.

Councilman Siejak reported that he and the Supervisor had met with Wendel personnel on a preliminary report on the Town's Energy Utility Audit. They will also be meeting with Johnson Controls personnel to gather additional information needed to complete the audit.

Lastly, Councilman Siejak reported that in December it was authorized to add extra lighting to the front and rear entrances of Town Hall. They obtained two quotes for new all packs and timers for the lighting. Quotes were received from Anzalone Electric (\$1795.00) and Modern Electric (\$1975.00). It was his recommendation to accept the low quote from Anzalone Electric in the amount of \$1795.00.

MOTION (2011-19): to award the purchase of additional lighting for the front and rear entrances of Town Hall to Anzalone Electric, with the low quote of \$1795.00, was made by Supervisor Smith, seconded by Council member Antkowiak. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

Councilwoman Antkowiak then added that she also wished for Town Board approval to purchase four new cigarette snuffer units for outside of the entrances at Town Hall. The cost of the new units would be \$43 plus shipping and handling.

MOTION (2011-20): to authorize the purchase of four new cigarette snuffer units for Town Hall at a cost of \$43 plus S & H was made by Council member Antkowiak, seconded by Council member Siejak. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

5. Supervisor's Comments

NICAP Contract – He reported that he had received a copy of the 2011 contract with the Niagara Community Action Program of Niagara Falls, in the amount of \$1200.00. He stated that the agency always finds ways to make the \$1200.00 work into many more thousands of dollars of services provided to Town residents and he recommended the continuance of the contract. He will copy the contract for Board members' review.

Lease of Vehicles – Supervisor Smith stated that Brian Belson, Town Building Inspector, researched new leases for vehicles for the Building and Assessing officers. He obtained quotes and the lowest found was offered by Heinrich Chevrolet of Lockport, NY in the amount of \$319.97/month per vehicle. Councilman Siejak stated that this price was considerably lower than that of the NY State Contract price which was well over \$600 per month.

MOTION (2011-21): to approve the execution of a lease agreement with Heinrich Chevrolet for four new vehicles at \$319.97/month per vehicle was made by Council member Siejak, seconded by Council member Crocker. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

Lease on Photocopier – Supervisor Smith reported that Kate Carter had researched leases on copiers for the Town Hall. She was able to obtain quotes and the lowest quote received was from United Business Systems which was in the amount of \$158.00/month. This lease amount was quoted for a different copier than is currently leased but for one which has the same capabilities.

MOTION (2011-22): to authorize the execution of a lease with United Business Systems for the lease of a new copier for Town Hall at the rate of \$158.00/month was made by Council member Antkowiak, seconded by Council member Pettit. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

6. **Executive Session Entered**

MOTION (2011-23): to enter Executive Session for the purpose of consulting with the Town Attorney and to discuss the work history of a Town employee was made by Council member Pettit, seconded by Council member Antkowiak. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

The Town Board entered Executive Session at 1:31 p.m.

7. **Executive Session Ended and Work Session Reconvened**

MOTION (2011-24): to exit Executive Session and to reconvene the work session was made by Council member Pettit, seconded by Council member Antkowiak. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

The work session was reconvened at 2:33 p.m. with no Town Board action taken during Executive Session.

8. **Resolution to Appoint Kate Carter as Senior Account Clerk**

MOTION (2011-25): to appoint Kate Carter as Senior Account Clerk, a Civil Service position, at the rate of pay of \$19/hour, was made by Council member Pettit, seconded by Council member Crocker. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

9. **Adjournment**

MOTION (2011-26): to adjourn was made by Council member Siejak, seconded by Council member Antkowiak. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith. The meeting ended at 2:34 p.m.

Respectfully submitted,

Nancy A. Brooks, RMC, CMC
Lockport Town Clerk