

September 6, 2011

A regularly scheduled work session of the Lockport Town Board was conducted at 1:00 p.m. on Tuesday, September 6, 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.

Supervisor Smith opened the meeting for the following discussion and/or action:

1. **Town Clerk**

The Town Clerk reported the following correspondence:

- a) Notification from General Code that they are compiling an update to the Town Code.
- b) Received a copy of the Business Ambassador (the quarterly update from the Niagara County Center for Economic Development) regarding an upcoming seminar to be held on Sept. 21, 2011 at the Niagara Town Hall, 9:30-10:30 a.m.
- c) Notification from the Niagara County Dept. of Public Works of the road closing of Stone Road for a culvert replacement over Eighteen-Mile Creek,
- d) Court Grant Application – The Town Court sent a request for Town Board approval to seek a grant in the amount of \$7,817.77 for court security items, a shredder and other small office supplies/equipment.

MOTION (2011-182): to authorize the Town of Lockport Court to complete a grant application to seek grant funding in the amount of \$7,817.77 for Town court security items, a shredder and other small office supplies/equipment, 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.

2. **Town Attorney** – No report.

3. **Engineer**

Mr. Klavoon covered the following topics:

- a) **Contract No. 11-1** (Dorchester/Erna Area Sewer Televising & Flushing) – sealed bids were received on August 17th. Six firms submitted bids ranging from a low of \$14,300.00 to a high of \$67,120.00. Having reviewed the bids, it was Mr. Klavoon's recommendation that the project be awarded to the low bidder, New England Pipe Cleaning Co. of Watertown, Connecticut.

MOTION (2011-183): to award Contract No. 11-1 (Dorchester/Erna Dr Area Sewer Televising & Flushing) to the low bidder, New England Pipe Cleaning Co. in the amount of \$14,300.00, was made by Council member Crocker, seconded by Council member Siejak. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

Continued next page

b) **Sanitary Sewer Pump Station Alarm Communications** – Mr. Klavoon stated that Requests for Proposals (RFPs) were sent out to five companies for the installation of wireless or radio communication alarm devices for all 39 Town pump stations. Two written quotes were received as follows:

	<u>Installation:</u>	<u>Monthly Monitoring:</u>	<u>Total Cost:</u>
Amherst Alarm	\$410.00	\$26.50/month	\$28,392
Doyle Security	\$291.00	\$19.41/month	\$20,433

Mr. Klavoon stated that Doyle Security currently monitors the Town's present alarm system at the same rate of \$19.41/month. It was his recommendation that Doyle Security, the low quote provider, be awarded the project. He stated that at those costs (total of \$20,433) the project would pay for itself in one calendar year.

MOTION (2011-184): to award the Sewer Pump Station Alarm System to Doyle Security, the low quote provider with a total project cost of \$20,433.00 was made by Council member Siejak, seconded by Council member Pettit. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

c) **Bid Date set for Red Creek Water Line Replacement** – Mr. Klavoon stated that at the work session scheduled for September 21, 2011, he should be prepared to ask the Town Board to set a bid date for the above mentioned project. Paperwork has been prepared and sent to the Town Attorney for review.

4. **Town Board Reports**

Councilman Pettit reported that the Highway Dept. has paved quite a few roads but the roads have yet to be striped. The Town is working with the County on a multi-municipal contract for road striping and that Town roads should be striped in the near future.

Town Water Leak Report – Councilman Pettit requested the annual water loss report and a report on savings from the re-calibration of 1" & 2" water meters. He wants the information to see the percentage of improvement since the Town's purchase of water leak detection equipment last year.

Councilwoman Antkowiak stated she has had a request for a speed study to be done on Raymond Road. Supervisor Smith requested that the Town Clerk obtain the information as to when that road was last studied and to provide the Councilwoman with the information. The Town Clerk reminded the Board that they had previously established the policy of requiring neighborhoods to gather petitions requesting speed studies to be done in their area.

Additionally, the Councilwoman informed the Board that she has received a request from Bark for Life, to conduct a "walk your dog" day at the Day Road Park as a fund raiser for cancer survivors. She stated that the event would be held on October 5, 2011 and that there are no other conflicts for the park on that date. Councilman Crocker asked if the Town should require proof of insurance from these types of groups who wish to hold events on Town property. The matter was referred to the Town Attorney for his review and comment. The Town Clerk also inquired as to whether Bark for Life requires proof of dog licensing and vaccinations. Councilwoman Antkowiak will gather more information.

Councilman Siejak thanked Mr. Klavoon for all the work he has done on the Building Envelope Improvement project. Mr. Klavoon replied that he should have all the information necessary to send out RFP's for the project by the second week of September.

Continued next page

Councilman Pettit also reported that the panic buttons should arrive soon. Supervisor Smith advised that this was a security matter that should be brought up under Executive Session.

5. **Supervisor's Comments**

Public Hearing on Local Law – Supervisor Smith reminded the Town Board that a Public Hearing on a proposed Local Law to Amend the Property Maintenance Ordinance will be held at 7:30 p.m. on Wed., Sept. 7, 2011.

Old Carpenter's Hall (6570 Dysinger Road) – the Supervisor stated that he needs to know what repairs the Town Board wishes to complete on the building. He stated that at present, the building is in need of a new roof, some siding repairs and gutters. It was discussed and agreed that perhaps the Town should get quotes for doing both a tear-off and replacement of the roof as well as siding repairs, as the Town might get a better price if all the work is quoted by individual vendors. Councilman Crocker stated that the roof should be done and that the quote should be for a complete tear-off and replacement with 50-year shingles. Councilman Pettit also suggested that perhaps quotes for a metal roof would be advantageous.

Request for Speed Study – the Supervisor stated he had received a request for a speed study on East High Street, between Davison Road and Ernest Road. That section of highway has not been studied in the last two years. The requirement for a neighborhood petition was brought up and Supervisor Smith stated he will relate that to the person requesting the study.

ICSC Conference in NYC – Supervisor Smith stated he would like Town Board approval for himself and Mr. Kinyon to attend the annual conference, which has proven to be very beneficial in the past.

MOTION (2011-185): that the Town Supervisor and David Kinyon, Director of Economic Development, be approved to travel to the ICSC Conference in New York City, 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.

Re-Appointment to Town Board of Assessment Review - Supervisor Smith stated that the term of Patricia Nodine will expire on 09/30/2011. The acting Town Assessor has requested that she be re-appointed.

MOTION (2011-186): that Patricia Nodine be re-appointed to the Town Board of Assessment Review, her term to expire 09/30/2016, was made by Council member Antkowiak, and seconded by Council member Crocker. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

2012 Tentative Budget - Town Clerk provided copies of the 2012 Tentative Budget to Town Board members and to the press who were present. The Town Supervisor requested that the Board members begin their review of the document so that discussion can begin at the next scheduled work session.

Budget Meetings Scheduled – Supervisor Smith stated that he believes that the Board can review most of the 2012 Budget at the next regularly scheduled work session; it was also agreed however, that the Board wished to move up the date of that next work session from Wed., September 21, 2011, to Monday September 19, 2011 at 1:00 p.m. Additionally, a second budget work session will be conducted on Monday, September 26, 2011 at 2:00 p.m. to finalize the budget. The Town Clerk will publish the changes.

RFP for HVAC and Plumbing for Day Road Park Restrooms – Mr. Seaman stated that RFPs have been received, reviewed, and that he will have the paperwork completed for the Town Board to take action on awarding the HVAC & plumbing contracts for the Day Road Park restrooms at the Wed., September 7, 2011 Town Board meeting.

Resident Thank You Call Received - the Supervisor reported that a phone call to offer thanks for a job well done by the Town Highway crew, was received from Jack Tillotson of Sharon Drive; who had a tree come down across the road near his home after it was struck by lightning. He stated that the highway crews were there in just minutes and did a great job of cleaning up the debris from the roadway.

Easement Release – Mr. Klavoon reported that the Town had received a request from a resident to release the Town's utility easement on Lots #26 & # 27 on Woodhaven Drive, except for a 25 foot public easement along the rear of each lot.

MOTION (2011-187): to release the Town's utility easements for lots #26 & #27 on Woodhaven Drive, excepting for a 25 ft public easement along the rear of each lot, was made by Council member Crocker, seconded by Council member Antkowiak. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

6. Executive Session Entered

MOTION (2011-188): to enter Executive Session for the purpose of discussing the performance and work history of an employee and to consult with the Town Attorney 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.

The Town Board entered Executive Session at 1:35 p.m.

7. Executive Session Ended and Work Session Reconvened

MOTION (2011-189): to exit Executive Session and to reconvene the work session was made by Council member Pettit, seconded by Council member Siejak. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

The work session was reconvened at 2:25 p.m. with no Town Board action taken during Executive Session.

8. Adjournment

MOTION (2011-190): to adjourn 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.

The meeting ended at 2:25 p.m. The Town Board will next meet at 7:30 p.m. on Wednesday, September 7, 2011,

Respectfully submitted,

Nancy A. Brooks, RMC, CMC
Lockport Town Clerk