

January 4, 2012

The annual organizational meeting of the Lockport Town Board was conducted at 7:30 p.m. on Wednesday, January 4, 2012, 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 W. Siejak

Also present: Nancy A. Brooks, Town Clerk; David Miller, Town Highway Superintendent; Daniel E. Seaman, Town Attorney; Leonard G. Tilney, Jr., Town Justice; Richard Updegrave and Anthony Nemi, Niagara County Legislators for the Town of Lockport; David Kinyon, Dir. of Economic Development; Robert Balcerzak.

SWEARING IN CEREMONY – NEWLY ELECTED OFFICIALS

Following the Pledge of Allegiance, Town of Lockport Justice, Leonard G. Tilney Jr. kindly spoke on the importance of oaths and administered the oaths of office to the newly elected Town Highway Superintendent, David Miller; as well as the newly re-elected officials: Marc Smith, Cheryl Antkowiak, Paul Siejak and County Legislators, Richard Updegrave and Anthony Nemi.

Mr. Updegrave and Mr. Nemi both spoke briefly, stating they are proud and happy to represent the Town of Lockport and pledged their continued efforts to provide the best of service to the residents of the Town of Lockport.

PRESENTATION: Robert Balcerzak, Retiring from Town of Lockport Planning Board

Supervisor Smith brought forward Mr. Balcerzak and read a proclamation for his many years of service to the Town as a member of the Town Planning Board. Mr. Balcerzak was wished a healthy and happy retirement.

PUBLIC COMMENTS: No one spoke before the Town Board and the Public Comment portion of the meeting was closed and the regular monthly business meeting was opened as follows:

New Town Flag Introduced – Councilman Siejak and Supervisor Smith then unfurled the newly created Town of Lockport flag which will fly in front of the Town office buildings. The flag, which is a basic white background with the green Town logo (same as on Town letterhead) in the center.

1. Approval of Minutes

MOTION (2012 001): to approve the Town Board minutes of 12/28/2011, was made by Council member Pettit and seconded by Council member Antkowiak. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

2. Approval of Payment of Bills

MOTION (2012-002): to approve the payment of bills for the month of January was made by Council member Siejak and seconded by Council member Crocker. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

The bills for January include Voucher# 25890 – 25938 in the amount of \$224,793.61.

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3. Communications.

The Town Clerk read the name of a candidate for volunteer fire service and the Town Board took the following action:

MOTION (2012-003): to approve Kathryn Maerten for volunteer fire service with Rapids Fire Co. was made by Council member Pettit and seconded by Council member Antkowiak. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

4. Building Inspector's Report

Supervisor Smith read the Building Inspector's report for the period of December 2011, which states that 32 building permits were issued; \$2,581.00 was collected in fees; and the estimated cost of construction was \$501,595.00. The Supervisor read figures from the 2011 Annual Building Inspector's Report stating that a total of 572 building permits were issued; \$110,604.90 was collected in fees; and the total estimated cost of construction for 2011 was \$15,449,062.00.

5. Supervisor's Monthly Financial Report

MOTION (2012-004): to approve the Supervisor's monthly financial report for the period ending December 31, 2011, 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.

6. Appointment of Deputy Town Supervisor

Supervisor Smith then announced that he was appointing Councilman Siejak as the Deputy Town Supervisor for the year 2012 and welcomed the Councilman aboard.

7. Resolution to make the 2012 Town of Lockport Appointments

MOTION (2012-005): to approve the list of 2012 Town of Lockport Appointments as was read by the Town Clerk, 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 complete list of 2012 Town of Lockport Appointments is as follows:

2012 Town of Lockport Appointments – 1/4/2012

<u>Title</u>	<u>Name</u>	<u>Term Expiration</u>
<u>Assessor</u>	Jill Lederhouse	09/30/13
<u>Bingo Inspector</u>	Sandra Baker	12/31/12
<u>Board of Ethics</u>	Wesley F. Arnold	12/31/12
	Mark Robinson	12/31/12
	Brian Belson	12/31/12
<u>Building Inspector/ Code Enforcement Officer</u>	Brian Belson	12/31/12

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City/Town Cable Commission

Commission Member	Deborah A. Gaskill	12/31/12
LCTV –Town Representative	Mark C. Crocker	12/31/12
<u>Special Patrol Officers</u>	Nicholas Converso	12/31/12
	Richard Rucci	12/31/12
	Richard Smith	12/31/12
	Brian Haseley	12/31/12
	William Schiavitti	12/31/12
<u>Senior Account Clerk Typist</u>	Kathleen Carter	12/31/12
<u>Assessor’s Information Clerk</u>	Carolyn Weber	12/31/12
<u>Clerk F/T</u>	Alice Lane	12/31/12
<u>Clerk P/T</u>	Lawrence Pease	12/31/12
	Dennis Fooks	12/31/12
<u>Clerk PT – Econ. Dev.</u>	Lynn Donovan	12/31/12
<u>Confidential Secretary to Supervisor</u>	Sharon Jablonski	12/31/12
<u>Real Property Appraisal Tech.</u>	Vacant	12/31/12
<u>Deputy Building Inspector</u>	Michael R. Brown	12/31/12
	Jason Thompson	12/31/12
<u>Deputy Highway Superintendent</u>	Scott Donner	12/31/12
<u>Deputy Supervisor</u>	Paul Siejak	12/31/12
<u>Deputy Town Clerk</u>	Judith Newbold	12/31/12
	Carol Stuart	12/31/12
<u>Dir. of Economic Development</u>	David Kinyon	12/31/12
<u>Dog Control</u>	Joan Coe	12/31/12
<u>Drainage Coordinator</u>	David J. Miller	12/31/12
<u>Fire Board</u>	Charles Black	12/31/12
	Norman Pearson	12/31/12
	Barry Kobrin	12/31/12
	William Hockenberry	12/31/12
	Timothy Williams	12/31/12
	Chris McClune-Case	12/31/12
	Chris Wesolek	12/31/12
<u>G.I.S. Coordinator</u>	Marc Smith	12/31/12
<u>Head Municipal Maintenance</u>	Kenneth Banker	12/31/12

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<u>Historian</u>	Laurence Haseley	12/31/12
<u>Industrial Development Agency</u>	Thomas Weeks	12/31/18
<u>Justice Clerks</u>	Linda Cutter	12/31/12
	Mary Anderson	12/31/12
	Barbara Ricotta	12/31/12
	Sandra Smiley	12/31/12
	Ann Brady	12/31/12
<u>Planning Board</u>	Morris Wingard	12/31/18
(to fill unexpired term of Robert Balcerzak)	Scott Carlson	12/31/12
(to fill unexpired term of Scott Carlson)	Thomas Grzebinski, II (alternate)	12/31/13
<u>Zoning/Planning Secretary</u>	Jane Trombley	12/31/12
<u>Receiver of Taxes</u>	Lori L. Carrero	12/31/12
<u>Assistant Tax Receiver</u>	Sandra Baker	12/31/12
<u>Records Management Officer</u>	Nancy Brooks	12/31/12
<u>Recreation Commission</u>	Jeanine Shaw, Chairwoman	12/31/16
<u>Registrar of Vital Statistics</u>	Nancy Brooks	12/31/13
Deputy Registrar	Judith Newbold	12/31/12
<u>School Crossing Guards</u>	Marlene A. Ryndak	12/31/12
	Shelly Sterling	12/31/12
<u>Town Attorney</u>	Daniel E. Seaman	12/31/12
<u>Town Prosecutor</u>	Bradley Marble	12/31/12
<u>Zoning Board</u>	Frank Loiars	12/31/16
	Kevin Roth (alternate)	12/31/12
<u>Mileage Reimbursement</u>	55.5 cents/mile	
<u>Legal Newspaper</u>	Union Sun & Journal	

8. Resolution to Approve the 2012 Non-Union Salaries

MOTION (2012-006): to approve the 2012 non-union salaries, pursuant to a list provided by the Town Supervisor, was made by Council member Crocker and seconded by Council member Siejak. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

The complete list of non-union salaries for 2012 is as follows:

<u>Name</u>	<u>Title</u>	<u>Salary</u>
Banker, Kenneth	Wtr/Wstwtr M.P. II	\$2,259.26/P
Belson, Brian	Bldg. Inspector	\$2,059.22/P

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<u>Name</u>	<u>Title</u>	<u>Salary</u>
Carter, Kathleen	Senior Account Clerk Typist	\$22.54/Hr
Carrero, Lori	Tax Receiver	\$ 2.97/Hr
Coe, Joan	Dog Licensing Officer	\$14.75/Hr
Converso, Nicholas	Special Patrol Officer	\$20.00/Hr
Donner, Scott	Deputy Highway Supt.	\$22.10/Hr
Haseley, Brian	Special Patrol Officer	\$20.00/Hr
Jablonski, Sharon	Confidential Secretary	\$10.56/Hr
Kinyon, David	Dir. Economic Development	\$2,731.62/P
Lederhouse, Jill	Assessor	\$1,804.61/P
Rucci, Richard	Special Patrol Officer	\$20.00/Hr
Ryndak, Marlene	School Crossing Guard	\$11.27/Hr
Schiavitti, William	Special Patrol Officer	\$20.00/Hr
Seaman, Daniel E.	Town Attorney	\$4,291.46/P
Siejak, Paul	Deputy Supervisor	\$ 359.56/P
Smith, Richard	Special Patrol Officer	\$20.00/Hr
Sterling, Shelly	School Crossing Guard	\$12.06/Hr

9. Resolution to Approve Travel by Town Officials for the Purpose of Education

MOTION (2012-007): to approve travel by Town officials for the purpose of education or other requirements as are necessary for their position, was made by Council member Antkowiak and seconded by Council member Pettit. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

10. Resolution to Approve the 2012 Mileage Reimbursement Rate per IRS

MOTION (2012-008): to approve the 2012 mileage reimbursement rate of 55.5 cents/mile per IRS issued rates, was made by Council member Siejak and seconded by Council member Antkowiak. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

11. Resolution to Approve Union Sun & Journal as Official Town Newspaper

MOTION (2012-009): to approve the Union Sun & Journal as the official newspaper for the Town of Lockport for the year 2012 was made by Council member Pettit and seconded by Council member Crocker. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

12. Resolution to Approve 2012 Town Depositories

MOTION (2012-010): to approve First Niagara Commercial Bank, M&T Bank, Key Bank and HSBC Bank as depositories for the Town of Lockport in the year 2012 was made by Council member Antkowiak and seconded by Council member Siejak. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

13. Resolution to Adopt the Town of Lockport Procurement Policy for 2012

MOTION (2012-011): to adopt the 2012 Town Procurement Policy was made by Council member Crocker and seconded by Council member Pettit. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

14. Resolution to Contract for Secretarial Staff for Town Attorney

MOTION (2012-012): to authorize the Supervisor to execute a contract with Seaman, Jones, Hogan & Brooks, LLP to provide secretarial staff for 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.

15. Resolution to Contract with Wendel-Duchscherer for Planning Services

MOTION (2012-013): to authorize the Supervisor to retain Wendel-Duchscherer to provide planning services to the Town for 2012 was made by Council member Pettit and seconded by Council member Siejak. The motion was CARRIED: AYES - 5, NAYS - 0. Voting AYE: Antkowiak, Pettit, Crocker, Siejak and Smith.

16. Resolution to Approve Lumsden & McCormick as Town Auditors

MOTION (2012-014): to approve the firm of Lumsden & McCormick as the Town auditors for the year 2012 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.

17. Resolution to Appoint Town Delegate to the NYS Assoc. of Towns Conference

MOTION (2012-015): to appoint Councilwoman Antkowiak as the Town delegate to the NYS Assoc. of Towns Conference in New York City in February 2012 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. No alternate delegate was assigned.

18. Town Board Comments

Councilman Crocker thanked Mr. Balcerzak for his dedication to the Town of Lockport and wished him well. He also stated that he believes that 2012 will be another good year for the Town despite a difficult national and state economy. He vouched the Town Board's commitment to keeping the line on expenses.

Councilman Pettit reported that the Town Highway Dept. will have one person out in a truck 24 hrs a day during the winter months. He commended the Highway crews for the tremendous job they do.

Councilman Siejak thanked the Supervisor for the opportunity to be Deputy Supervisor in 2012. He commended Councilwoman Antkowiak on the fine job she did over the past two years. Additionally, he announced the hours that he will be available to residents throughout the coming year. He also gave a brief summary report of the Water/Sewer Dept. and the work they completed in 2011, stating that 71 water leaks were repaired, most found with the Town's newly purchased leak detection system; 750 fire hydrants were inspected and 600 sewer inspections were completed. He thanked the Water/Sewer personnel for the great job they do.

Councilwoman Antkowiak wished everyone a Happy New Year and thanked Judge Tilney for the fine job he did in administering the Oaths of Office to the elected officials. She thanked the Board for their support and stated she enjoyed her job as Deputy Supervisor. She stated she will continue her work with the Dale Association for seniors as well as the Recreation Committee. She also thanked the Town Clerk and her staff as well as Kate Carter for all their assistance throughout the past two years.

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19. Supervisor's Comments.

The Supervisor thanked Judge Tilney for taking time out of his personal life to administer the Oaths. He also thanked Mr. Balcerzak for his years of service to the Town of Lockport and the Town Planning Board.

Additionally, he thanked the County Legislators present and said that he appreciates working with them to help better the services provided to Town residents. He stated that the legislators are always there to assist the Town in moving forward.

The Supervisor also recapped 2011, stating it was a great year for Town development. He reported that 13 new businesses were opened and 5 businesses expanded, making 2011 one of the best years the Town has experienced in commercial growth since records have been kept. He assured those present that 2012 should prove to be as good if not better than 2011.

He then thanked the residents of the Town of Lockport stating that they are the reason the Town is such a fine place to live.

Lastly, he thanked his family for their support and encouragement.

20. Adjournment.

MOTION (2012-016): to adjourn was made by Council member Pettit and 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 8:02 p.m. The Lockport Town Board will next meet at 1:00 p.m. Wednesday, January 25, 2012.

Respectfully submitted,

Nancy A. Brooks, RMC, CMC
Lockport Town Clerk