

January 9, 2013

The annual organizational meeting of the Lockport Town Board was conducted at 7:30 p.m. on Wednesday, January 9, 2013, at the Town Hall, 6560 Dysinger Road, Lockport, New York.

Present were: Supervisor: Marc R. Smith

Town Board Members: Cheryl A. Antkowiak  
Mark C. Crocker  
Paul W. Siejak

Also present: Nancy A. Brooks, Town Clerk, Daniel E. Seaman, Town Attorney, and David Kinyon, Director of Economic Development.

Following the Pledge of Allegiance, the meeting was opened for the following business as follows:

**PRESENTATION:** Mr. David Kinyon gave a brief announcement that the Town of Lockport, in collaboration with the Lockport City School District, had received notice from the New York State Dept. of Transportation that they will receive nearly \$570,000 in funding through the Safe Routes to School Grant Program. The monies to be received will be used to provide sidewalks in the City and Town of Lockport, as well as provide educational programs dealing with student transportation to and from school. Mr. Kinyon stated that the areas in the Town of Lockport where sidewalks will be installed include Locust Street Ext. from O'Connor Drive to George Southard School and along East High Street from Day Road to Davison Road. Mr. Kinyon also wished to thank the many agencies and groups that assisted the Town and City in obtaining this grant including: Rosanna Sandell of the Lockport Board of Education, the Niagara County Sheriff's Dept., and Barge Canal Optimist Club.

**PUBLIC COMMENTS –** No one spoke.

**BUSINESS MEETING:**

1. Approval of Minutes

**MOTION (2013-004)** to approve the Town Board minutes of 12/05/2012, 12/19/2012 and 12/26/2012 was made by Council Member Crocker and seconded by Council Member Antkowiak. The motion was CARRIED: AYES-4, NAYS-0. Voting AYE: Antkowiak, Crocker, Siejak and Smith.

2. Approval of payment of Bills

**MOTION (2013-005)** to approve the payment of the bills for the month of January was made by Council Member Siejak and seconded by Council Member Crocker. The motion was CARRIED: AYES-4, NAYS-0. Voting AYE: Antkowiak, Crocker, Siejak and Smith.

3. Communications.

The Town Clerk read the list of names of candidates for volunteer fire service in the Town of Lockport as follows:

Jeffrey H. Smith.....Rapids  
Erica L. Smith.....Rapids  
Matthew G. McNaughton.....Rapids

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**MOTION (2013-006)** to approve the above named individuals for the volunteer fire service in the Town of Lockport was made by Council Member Antkowiak and seconded by Council Member Siejak. The motion was CARRIED: AYES-4, NAYS-0. Voting AYE: Antkowiak, Crocker, Siejak and Smith.

4. Building Inspector's Report

The Supervisor read the Building Inspector's Report for the period ending 12/31/2012 which states that 23 building permits were issued; \$1,587.00 was collected in fees and the estimated cost of construction for the month of December was \$214,462.00.

5. Supervisor's Monthly Financial Report

**MOTION (2013-007)** to approve the Supervisor's Monthly Financial Report for the period ending 12/31/2012 was made by Council Member Antkowiak and seconded by Council Member Crocker. The motion was CARRIED: AYES-4, NAYS-0. Voting AYE: Antkowiak, Crocker, Siejak and Smith.

6. Appointment of Deputy Town Supervisor for 2013

Supervisor Smith announced that he has appointed Councilman Mark Crocker as the Deputy Town Supervisor for the year 2013.

7. Adoption of the 2013 Town of Lockport Appointments

**MOTION (2013-008)** to adopt the 2013 Town of Lockport Appointments as set forth in the list provided by the Town Clerk was made by Council Member Antkowiak and seconded by Council Member Siejak. The motion was CARRIED: AYES-4, NAYS-0. Voting AYE: Antkowiak, Crocker, Siejak and Smith.

The complete list is as follows:

2013 Town of Lockport Appointments – 1/9/2013

<u>Title</u>	<u>Name</u>	<u>Term Expiration</u>
<u>Assessor</u>	Jill Lederhouse	9/30/13
<u>Bingo Inspector</u>	Sandra Baker	12/31/13
<u>Board of Ethics</u>	Wesley F. Arnold	12/31/13
	Robert Drury	12/31/13
	Brian Belson	12/31/13
<u>Building Inspector/ Code Enforcement Officer</u>	Brian Belson	12/31/13
<u>City/Town Cable Commission</u>		
Commission Member	Deborah A. Gaskill	12/31/13
LCTV –Town Representative	Mark C. Crocker	12/31/13
<u>Town Security Officers</u>	Nicholas Converso	12/31/13
	Richard Rucci	12/31/13
	Richard Smith	12/31/13
	Brian Haseley	12/31/13
	William Schiavitti	12/31/13

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		<u>Term Expiration</u>
<u>Senior Account Clerk Typist</u>	Kathleen Carter	12/31/13
<u>Assessor's Information Clerk</u>	Carolyn Weber	12/31/13
<u>Clerk F/T</u>	Alice Lane	12/31/13
<u>Clerk P/T</u>	Lawrence Pease Dennis Fooks	12/31/13 12/31/13
<u>Clerk PT – Econ. Dev.</u>	Lynn Donovan	12/31/13
<u>Confidential Secretary to Supervisor</u>	Sharon Jablonski	12/31/13
<u>Real Property Appraisal Tech. Trainee</u>	Jo Ann Mills	12/31/13
<u>Deputy Building Inspector</u>	Michael R. Brown Jason Thompson	12/31/13 12/31/13
<u>Deputy Highway Superintendent</u>	Scott Donner	12/31/13
<u>Deputy Supervisor</u>	Mark Crocker	12/31/13
<u>Deputy Town Clerk</u>	Judith Newbold Carol Stuart	12/31/13 12/31/13
<u>Dir. of Economic Development</u>	David Kinyon	12/31/13
<u>Dog Control</u>	Barry Kobrin	12/31/13
<u>Drainage Coordinator</u>	David J. Miller	12/31/13
<u>Fire Board</u>	Charles Black Norman Pearson Barry Kobrin Derek Caldwell Timothy Williams Chris McClune-Case Chris Wesolek	12/31/13 12/31/13 12/31/13 12/31/13 12/31/13 12/31/13 12/31/13
<u>G.I.S. Coordinator</u>	Marc Smith	12/31/13
<u>Head Municipal Maintenance</u>	Kenneth Banker	12/31/13
<u>Historian</u>	Laurence Haseley	12/31/13
<u>Industrial Development Agency</u>	Sallie Reed Robert Runk (for Paul Haber)	12/31/19 12/31/17

		<u>Term Expiration</u>
<u>Justice Clerks</u>	Linda Cutter	12/31/13
	Mary Anderson	12/31/13
	Ann Brady	12/31/13
	Anne Martin	12/31/13
	Julie Duffy	12/31/13
<u>Planning Board</u>	Scott Carlson	12/31/19
	Thomas Grzebinski, II (alternate)	12/31/13
<u>Zoning/Planning Secretary</u>	Jane Trombley	12/31/13
<u>Receiver of Taxes</u>	Lori L. Carrero	12/31/13
<u>Assistant Tax Receiver</u>	Sandra Baker	12/31/13
<u>Records Management Officer</u>	Nancy Brooks	12/31/13
<u>Recreation Commission</u>	(Vacancy)	12/31/17
<u>Registrar of Vital Statistics</u>	Nancy Brooks	12/31/13
<u>Deputy Registrar</u>	Judith Newbold	12/31/13
<u>School Crossing Guards</u>	Marlene A. Ryndak	12/31/13
	Shelly Sterling	12/31/13
<u>Town Attorney</u>	Daniel E. Seaman	12/31/13
<u>Town Prosecutor</u>	Bradley Marble	12/31/13
<u>Zoning Board</u>	Kevin Roth (for Frank Loiers deceased)	12/31/16
	Donald Jablonski	12/31/17
	Kevin McCabe (alternate)	12/31/17
<u>Mileage Reimbursement</u>	56.5 cents/mile	
<u>Legal Newspaper</u>	Union Sun & Journal	

8. Resolution to adopt the 2013 Non-Union Salaries

**MOTION (2013-009)** to adopt the 2013 Non-Union Salaries as provided by the Town Supervisor was made by Council Member Crocker and seconded by Council Member Antkowiak. The motion was CARRIED: AYES-4, NAYS-0. Voting AYE: Antkowiak, Crocker, Siejak and Smith.

9. Resolution to Approve Travel by Town Officials

**MOTION (2013-010)** to approve travel by Town of Lockport officials for the purpose of education or other requirements as are necessary to perform the duties of their position was made by Council Member Siejak and seconded by Council Member Crocker. The motion was CARRIED: AYES-4, NAYS-0. Voting AYE: Antkowiak, Crocker, Siejak and Smith.

10. Resolution to Adopt the Mileage Rate for 2013

**MOTION (2013-011)** to adopt the 2013 mileage rate of 56.5 cents/mile as was approved by the IRS was made by Council Member Siejak and seconded by Council Member Antkowiak. The motion was CARRIED: AYES-4, NAYS-0. Voting AYE: Antkowiak, Crocker, Siejak and Smith.

11. Resolution to Adopt the Official Town Newspaper

**MOTION (2013-012)** to approve the Union Sun Journal as the official newspaper for the Town of Lockport in the year 2013, was made by Council Member Crocker and seconded by Council Member Siejak. The motion was CARRIED: AYES-4, NAYS-0. Voting AYE: Antkowiak, Crocker, Siejak and Smith.

12. Resolution to Approve the Town Depositories for 2013

**MOTION (2013-013)** to approve First Niagara Commercial Bank, M&T Bank, Key Bank and HSBC Bank as the official Town of Lockport depositories for 2013 was made by Council Member Siejak and seconded by Council Member Antkowiak. The motion was CARRIED: AYES-4, NAYS-0. Voting AYE: Antkowiak, Crocker, Siejak and Smith.

13. Resolution to adopt the Town of Lockport Procurement Policy for 2013

**MOTION (2013-014)** to adopt the Town of Lockport Procurement Policy for 2013 was made by Council Member Crocker and seconded by Council Member Siejak. The motion was CARRIED: AYES-4, NAYS-0. Voting AYE: Antkowiak, Crocker, Siejak and Smith.

14. Resolution to Authorize Contract with Seaman, Jones, Hogan & Brooks, LLP

**MOTION (2013-015)** to authorize the Supervisor to enter an agreement with Seaman, Jones, Hogan & Brooks, LLP to provide secretarial staff for the Town Attorney was made by Council Member Crocker and seconded by Council Member Antkowiak. The motion was CARRIED: AYES-4, NAYS-0. Voting AYE: Antkowiak, Crocker, Siejak and Smith.

15. Resolution to Authorize Supervisor to Retain the Wendel Group

**MOTION (2013-016)** to authorize the Supervisor to retain Wendel Engineer to provide planning consultant services to the Town of Lockport for 2013 was made by Council Member Antkowiak and seconded by Council Member Crocker. The motion was CARRIED: AYES-4, NAYS-0. Voting AYE: Antkowiak, Crocker, Siejak and Smith.

16. Resolution to Approve Town Auditing Firm for 2013

**MOTION (2013-017)** to approve the firm of Lumsden & McCormick as the official auditors for the Town of Lockport for 2013 was made by Council Member Siejak and seconded by Council Member Antkowiak. The motion was CARRIED: AYES-4, NAYS-0. Voting AYE: Antkowiak, Crocker, Siejak and Smith.

17. Town Board Comments

*Councilman Crocker* welcomed those in attendance and stated that he was looking forward to working in the position of Deputy Supervisor and that he expects the Town to have a very productive year in 2013.

*Councilman Siejak* thanked the Supervisor and the Town Board for the opportunity to serve as Deputy Supervisor and he thanked the staff and employees for all their help and for the fine job they do throughout the year.

He also gave a brief Sewer/Water Report update for 2012, stating that 56 water line leaks were repaired; 78 fire hydrants were repaired and 750 fire hydrants had routine maintenance performed. He also thanked the Water/Sewer Dept. personnel for the great job they do.

Lastly, he congratulated David Kinyon and Rosanna Sandell on receiving the Safe Routes to School grant funding for the City and the Town of Lockport.

*Councilwoman Antkowiak* reported she is beginning to work on the Day Road Park pavilion project with David Miller, Town Highway Superintendent and Rob Klavoon of Wendel. She reported that the project should be ready this coming spring.

She also thanked David Kinyon for his hard work in helping to obtain the grant funding.

18. Supervisor's Comments.

Supervisor Smith also thanked and congratulated David Kinyon for his work on the Safe Routes to School project. He stated that this is the largest grant that the Town of Lockport has ever received.

He also reported that he had a very successful meeting with the NYSDOT regarding the sidewalk extension along Robinson Road to Transit Road. Hopefully, this project will be able to be commenced in the spring.

Lastly, he stated that 2012 was a very successful year for the Town and he hopes that 2013 will continue to be a very prosperous one.

19. Adjournment.

**MOTION (2013-018)** to adjourn was made by Council Member Antkowiak and seconded by Council Member Siejak. The motion was CARRIED: AYES-4, NAYS-0. Voting AYE: Antkowiak, Crocker, Siejak and Smith.

The meeting ended at 7:50 p.m. The Lockport Town Board will next meet at 1:00 p.m. on Wednesday, January 23, 2013.

Respectfully submitted,

Nancy A. Brooks, RMC, CMC  
Lockport Town Clerk