

February 29, 2016

A regularly scheduled work session of the Lockport Town Board was conducted at 1:00 p.m. on Wednesday, February 29, 2016 at the Town Hall, 6560 Dysinger Road, Lockport, New York.

Present were: Supervisor: Mark C. Crocker

Town Council Members: Paul W. Siejak  
Patricia Dufour  
Thomas J. Keough  
Darlene DiCarlo

Also present: Michael Norris, Town Attorney, Robert Klavoon, Town Engineer and Judith Newbold, Deputy Town Clerk.

Supervisor Crocker opened the meeting at 1:00pm and thanked everyone in attendance for coming.

**1. Deputy Clerk** – nothing to report.

**2. Attorney** – Attorney Michael Norris stated he has one item for Executive session and also reviewed the upcoming Sewer District No. 3 – Phase 2 improvements which will be discussed in detail at the March 2, 2016 Town Board Meeting. Based on the outcome of the public hearing there may be three main items for action for the bond itself: a SEQR resolution, a public interest resolution and the bond resolution, copies of which he will forward to the board for their review. There will also be an engineering agreement and an agreement with Municipal Solutions for financing. He then read through the SEQR Short Environmental Assessment Form Parts I, II & III in its entirety and discussed all the findings with the board. He then asked for questions and thanked all board members for taking a hard look at the impacts of the Sewer Rehabilitation Project.

**3. Engineer** – Rob Klavoon handed out two proposal letters to the board:

***Phase 1A Waterline Replacements (Contract #158W) Sewer District #3***  
Rob reminded the board that at the public information meeting on January 25, 2016 they had identified sixteen easements (temporary and permanent) that would be necessary for this project to commence. The proposal is for the preparation of easement descriptions and maps required for construction at a cost of \$8,500.00. The packet also contained a budget summary sheet which he reviewed with the board. Supervisor Crocker suggested we add this item to the March 2, 2016 agenda.

***Capital Improvements Project, Phase 2A, Design and Bidding Services***  
The project will be broken down into three packages: pump station and generator replacements at four locations, pump station rehabilitations at sixteen locations, generator replacements at twenty three locations (16 generators will be included in the base bid and 7 will be included in the alternate bid). The total estimated project value for the three design packages included in Phase 2A is \$447,000.00 this will include all survey services, design services, and bidding services. The board understands all the aspects of this project and feels we should move forward with the design portion. Councilmember Dufour asked Rob to lay out the time line of the project for the residents. He stated the design portion will take place over the summer, we will begin bidding in the fall and the project will not begin until the spring of 2017.

**4. Town Board**

*Councilmember Siejak* reported on official business from the Association of Towns meeting as delegate for the Town of Lockport. He shared copies of the approved treasurer's report, budget, rules of order, by-law changes, legislative recommendations and election of officers that took place at the 2016 conference that was held February 14-17, 2016.

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He also shared information he gathered while attending a training session with Rob Klavoon regarding underground storage tanks for refueling stations. There will be forthcoming NYS Department of Environmental Conservation regulations for those operators of the refueling stations that will be mandated by October 11, 2016. This will include auditing of records, training operators and licensing qualifications. Councilmember Siejak mentioned that Rob Klavoon will be working out a plan to address this issue. After much discussion Supervisor Crocker stated we will comply with the mandates and the Town will develop a system to audit, train and license all operators.

At this time Councilmember Siejak gave a brief history of the Town newsletter development and resolutions involved. In 2009, dates were set for the distribution of the newsletters. They were then changed to hold the mailing back for one month to include the Annual Water Quality Report. At this time, Councilmember Siejak would like to move the date back to March 1 to allow residents ample time to be informed of the spring issues that affect them and their residence.

**MOTION (2016-61)** was made by Councilmember Siejak, seconded by Councilmember Keough to establish Town newsletter mailing dates as March 1<sup>st</sup>, June 1<sup>st</sup> and September 30<sup>th</sup> of each year. The motion was approved. AYES–5, NAYS–0. Voting AYE: Crocker, Siejak, Dufour, Keough and DiCarlo.

He also discussed a project he has been working on since February for the board to add five additional street lights in the Town Hall campus. They would be located at the entrance to the old Carpenter's Building, the entrance to the State Troopers building, two more in between the two entrances and the fifth at the campus entrance on Old Beattie Road near the fuel pump. His report stated NYSEG will install them within the next six weeks at a cost of \$6.82 per lamp.

His final topic of town hall infrastructure improvements pertained to a rear access road to the Carpenter's Building from the town hall campus to connect the buildings. Working with Dave Miller, Highway Superintendent he has designed a road 800' X 24' which will be made of stone at a cost of \$13,000.00. This money is already included in the 2017 budget and can be accomplished in the spring.

**MOTION (2016-62)** was made by Councilmember Siejak, seconded by Councilmember DiCarlo to lay the foundation for a rear access road (800' x 24') which will connect the Carpenter's Building (6570 Dysinger Road) to the Town Hall campus for increased connectivity at an approximate cost of \$13,000.00. The motion was approved. AYES–5, NAYS–0. Voting AYE: Crocker, Siejak, Dufour, Keough and DiCarlo.

*Councilmember Dufour* wanted to support Dawn Timm, NC Environmental Coordinator for her efforts in Albany to make changes to the current laws that pass the burden of the costs to the Towns and Cities for electronic recycling.

*Councilmember Keough* requested the Town purchase a table at the Armed Forces Week luncheon Thursday, May 5, 2016 and donate the tickets to veterans in the Town of Lockport area. The table has 10 seats, at a cost of \$30.00 per ticket.

**MOTION (2016-63)** was made by Councilmember Keough, seconded by Councilmember Dufour to purchase a table for the Armed Forces Week luncheon at a cost of \$300.00, the tickets to be used by local veterans. The motion was approved. AYES–5, NAYS–0. Voting AYE: Crocker, Siejak, Dufour, Keough and DiCarlo.

Councilmember Keough will make an announcement to Town Veteran's at Wednesday evening's meeting to welcome them to attend the luncheon on a first come, first served basis.

## 5. Supervisor

*Supervisor Crocker* stated he has two items for Executive session. He also inquired which members of the Town Board were planning on attending the Lockport Business Association Dinner on March 10, 2016 at 6:00pm. Councilmember Keough and Councilmember DiCarlo committed to attend.

He reminded the Council members the Supervisor's monthly financial report was delivered to their mailboxes and asked that they be sure to take a look at it before the Town Board meeting scheduled for March 2, 2016.

#### **6. Executive Session**

**MOTION (2016-64)** to enter executive session at 1:43pm for the purpose of consulting with the Town Attorney was made by Councilmember Dufour, seconded by Councilmember Siejak. The motion was APPROVED. AYES-5, NAYS-0. Voting AYE: Crocker, Siejak, Dufour, Keough and DiCarlo.

#### **Executive Session Ended, Work Session Reconvened**

**MOTION (2016-65)** to resume the work session and regular business meeting at 2:44pm was made by Councilmember Siejak, seconded by Councilmember Keough. The motion was APPROVED. AYES-5, NAYS-0. Voting AYE: Crocker, Siejak, Dufour, Keough and DiCarlo.

#### **7. Adjournment**

**MOTION (2016-66)** to adjourn at 2:44pm was made by Councilmember Dufour, seconded by Councilmember Siejak. The motion was APPROVED. AYES – 5, NAYS – 0. Voting AYE: Crocker, Siejak, Dufour Keough and DiCarlo.

Respectfully Submitted,

Judith A. Newbold  
Deputy Town Clerk