September 20, 2017

A regularly scheduled work session of the Lockport Town Board was conducted at 1:00 p.m. on Wednesday, September 20, 2017 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 Keough
                          Darlene DiCarlo

Also present: Brian D. Seaman, Town Attorney, Robert Klavoon, Town Engineer and Judith Newbold, Town Clerk.

Supervisor Crocker welcomed everyone and opened the meeting as follows:

1. Town Clerk – nothing to report.

2. Attorney –

The first item involved a contract between the Niagara County SPCA and the Town of Lockport. The Attorney explained this contract is basically the same as in previous years with a 2% increase per year beginning in 2018 at an annual cost of $14,587.00. The contract is for a term of three years and then renews in one-year increments, also containing 2% increases per year. The Supervisor added he made comparisons to neighboring Towns and Cities and found per capita, the costs are average for these types of services. Councilmember Dufour calculated the numbers of dogs that the Niagara County SPCA cares for in the Town, she feels the costs are well worth the services and commended the SPCA on the great job that they do for the Town.

MOTION (2017-207) to approve the contract between the Town of Lockport and the Niagara County SPCA beginning 2018 and authorize the Supervisor to sign was made by Councilmember Dufour, seconded by Councilmember DiCarlo. The motion was APPROVED. AYES – 5, NAYS – 0. Voting AYE: Crocker, Siejak, Dufour, Keough and DiCarlo.

The second item had to do with a memorandum of understanding for the Safe Routes to School Grant. This is a prerequisite to disbursement of funds that ensures that the Town, City of Lockport and the Lockport City School District will cooperate to implement the grant.

MOTION (2017-208) to authorize the Supervisor to enter into a Memorandum of Understanding between the Town of Lockport, City of Lockport and the Lockport City School District to implement the Safe Routes to School Grant 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.

The third item involved a disbursement agreement with the NYS Dormitory Authority concerning the SAM Grant for the Sewer Pump Station Project Phase 2A. The grant is for a disbursement of $325,000.00.

MOTION (2017-209) to approve the contract between the Town of Lockport and the New York State Dormitory Authority and authorize the Supervisor to sign was made by Councilmember Keough, seconded by Councilmember DiCarlo. The motion was APPROVED. AYES – 5, NAYS – 0. Voting AYE: Crocker, Siejak, Dufour, Keough and DiCarlo.

He also reported there is some necessary paperwork that still needs to be addressed for the New Holland tractor loader backhoe purchase; he will work with Dave Miller, Highway Superintendent and report at a future meeting.
3. Engineer

Award Contract 17-5 Various Service Areas Sanitary Sewer Assessment

Rob Klavoon explained bids for this project were opened on September 12, 2017. The Town of Lockport will be receiving an allocation from the Niagara County Sewer District of $20,000.00 for this project. The low bid received was $13,665.00, therefore, the project, including engineering, design and construction services should not cost more than the $20,000.00 allocation. He recommends we award the bid to the lowest responsible bidder National Water Main Cleaning Company.

MOTION (2017-210) on a motion by Councilmember Keough and seconded by Councilmember Dufour, the following resolution was duly ADOPTED: AYES-5, NAYS-0. Voting AYE: Crocker, Siejak, Dufour, Keough and DiCarlo.

RESOLUTION
AWARD OF CONTRACT
TOWN OF LOCKPORT
VARIOUS SERVICE AREAS
SANITARY SEWER ASSESSMENT – SEWER DISTRICT NO. 3
CONTRACT NO. 17-5

WHEREAS, the Town of Lockport had authorized Wendel, the Town’s Engineers to complete the contract documents for the sanitary sewer assessment of Various Service Areas within Sewer District No. 3, and

WHEREAS, bids on the above referenced project were opened on September 12, 2017 in accordance with the Notice to Bidders previously authorized, now therefore be it

RESOLVED, that the Lockport Town Board authorizes award of Contract No. 17-5 to the low bidder, National Water Main Cleaning Co., 25 Marshall Street, Canton, MA 02021 in the amount $13,665.00 contingent upon the Town Attorney’s review of the Contractor’s Bonds and Insurances.

Town Hall Phone System Upgrade - Network and Implementation

He stated the next two items are in relation to the Phone System Upgrade Project. There will be two portions necessary, a bid portion for contract 17-6, which includes the brain of the phone and programming and modifications needed to install phones in the buildings, at a cost of approximately $45,000.00. He would like to set bid dates for this portion for at 10:00 a.m. on Wednesday, November 1, 2017.

MOTION (2017-211) on a motion by Councilmember Siejak and seconded by Councilmember DiCarlo, the following resolution was duly ADOPTED: AYES-5, NAYS-0. Voting AYE: Crocker, Siejak, Dufour, Keough and DiCarlo.

RESOLUTION
TOWN OF LOCKPORT
PHONE SYSTEM UPGRADE
CONTRACT NO. 17-6

WHEREAS, the Town of Lockport has authorized Wendel, the Town’s Engineers to complete the plans and specifications for the Phone System Upgrade, and

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WHEREAS, Wendel has completed the plans and specifications as required,

NOW THEREFORE BE IT RESOLVED, that the Lockport Town Board authorizes the Town Clerk to advertise for said bids as follows:

- Books Available: Wednesday, September 27, 2017
- Bid Opening: Wednesday, November 1, 2017 at 10:00 AM.

Town Hall Phone System - Request for Proposals for Cabling & Wiring

The second portion would require a request for proposal for the cabling and the wiring portion of the project, at a projected cost of approximately $20,000.00. These would include new lines from Spectrum. He would like the RFP to be opened at 1:00 p.m. on Wednesday, November 1, 2017.

MOTION (2017-212) on a motion by Councilmember DiCarlo and seconded by Council member Siejak, the following resolution was duly ADOPTED: AYES-5, NAYS-0. Voting AYE: Crocker, Siejak, Dufour, Keough and DiCarlo.

RESOLUTION
TOWN OF LOCKPORT
AUTHORIZE REQUEST FOR PROPOSALS FOR WIRING & CABLE MANAGEMENT

WHEREAS, the Town of Lockport has authorized Wendel, the Town’s Engineers to complete the RFP for a supplier to provide and install data cabling in the Town Hall, Town Court, Building and Assessing and Highway Garage buildings, and

WHEREAS, Wendel has completed the required RFP package, now therefore be it

RESOLVED, that the Lockport Town Board authorizes that the request for proposals for installation of data cabling procurement be available as follows:

- Request for Proposals Available: Wednesday, September 27, 2017
- Written Proposals Due: Wednesday, November 1, 2017 at 1:00 PM

Water System CIP Phase 2 (Contract 159W) Soft Dig Hydro Excavation

Rob then explained that there are currently two Tennessee gas mains and two casing pipes on Lockport-Junction Road which will require a hydro excavation system called a Soft Dig. This system uses air and water to suck the earth out of the ground in place of a drill to safely locate the pipes which are 24" and 30" mains. As Underground Services, Inc. is the only firm in Western New York which does this kind of work, he would like the board to authorize acceptance of their proposal of option #1 at a cost of $5,810.00 which includes traffic control.

MOTION (2017-213) on a motion by Councilmember Dufour and seconded by Council member DiCarlo, the following resolution was duly ADOPTED: AYES-5, NAYS-0. Voting AYE: Crocker, Siejak, Dufour, Keough and DiCarlo.

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RESOLUTION
AUTHORIZE SOFT DIG FOR PHASE 2
WATERLINE REPLACEMENT PROJECT

WHEREAS, the Town of Lockport is preparing to construct approximately 22,200 linear feet of 10-inch and 8-inch waterline as part of the detailed design work, non-destructive air/vacuum excavations to locate utilities at various locations along the proposed waterline location, and

WHEREAS, Wendel has solicited a proposal from Underground Services, Inc. (SoftDig), of West Chester, PA, to perform four (4) air/vacuum excavations to locate two (2) casing ends and two (2) gas mains for the proposed project, and

WHEREAS, Underground Services, Inc. is the only firm currently providing such services in the area, and

WHEREAS, the services requested require a high degree of expertise and technical knowledge and this constitutes “professional services”, and

WHEREAS, Wendel has reviewed the proposal and recommends that Underground Services, Inc. (SoftDig) of West Chester, PA be awarded the contract, and

WHEREAS, the fee for this work is $5,810.00 (Alternate Bid 1) per Underground Services, Inc. proposal,

NOW THEREFORE BE IT RESOLVED, that the Lockport Town Board accepts the proposal from Underground Services, Inc. and authorizes the Supervisor to enter an agreement with Underground Services, Inc. with a maximum spending amount of $6,000.00.

4. Town Board

Councilmember Siejak reported he has received a call from David Christopher, Regional Designing Engineer from the New York State Department of Transportation Region #5 stating that the bid has been awarded for the intersection realignment and sidewalks and they will be forthcoming in front of the Town Hall. He would like to thank Robert Welsh, Constituent Manager from Senator Rob Ort’s office who developed the contact for Councilmember Siejak.

He also stated he has delivered recycling bins that were offered as surplus government property to the VFW, American Legion, Navy Marine Club, Elks Club and the Moose Club in the area and they offered their sincere thanks.

5. Supervisor

Appointment to Recreation Commission

Supervisor Crocker reported the Recreation Chairperson, Jeanine Shaw has requested the Town Board approve Thomas Edbauer to the vacant position on the Town Recreation Commission. Thomas is a Town resident and is active in the local soccer clubs. Supervisor Crocker has met with him and found him to be a good candidate.
MOTION (2017-214) to appoint Thomas Edbauer to the Recreation Commission to fill the vacancy left by Donna Johnston, with a term to expire December 31, 2020, was made by Councilmember DiCarlo, seconded by Councilmember Dufour. The motion was APPROVED. AYES – 5, NAYS – 0. Voting AYE: Crocker, Siejak, Dufour, Keough and DiCarlo.

At this time, he addressed the Town Board on several budget issues including:

-an increase in the Town water rates due to a reported increase in the Niagara County Water District rates of .15 per thousand beginning January of 2018. This would force the Town to increase rates to compensate the additional cost. Rob Klavoon will bring a breakdown and recommendation to the Town Board Work Session which will include projection estimates of necessary repair costs, future projects, and water loss.

-the HVAC system for the Court and State Trooper Building, which has an estimated cost of $374,000.00.

-costs for a potential purchase of property at 5745 Beattie Avenue

-a 3% increase for the Volunteer Fire Companies based on contractual obligations

-an increase in the Justices personal services line to compensate for additional arraignment duties and criminal proceedings for Justice Antkowiak for a ten month period at $1000.00 per month

6. Executive Session

MOTION (2017-215) to enter executive session at 1:48 p.m. for the purpose of consulting with the Town Attorney 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.

Executive Session ended, Work Session reconvened

MOTION (2017-216) to resume the work session and regular business meeting at 2:05 p.m. was made by Councilmember Dufour, seconded by Councilmember Keough. The motion was APPROVED. AYES – 5, NAYS – 0. Voting AYE: Crocker, Siejak, Dufour, Keough and DiCarlo. No action was taken during Executive Session.

7. Adjournment

MOTION (2017-217) to adjourn at 2:06 p.m. was made by Councilmember DiCarlo, 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
Town Clerk