

## **01/04/06 Town Board Minutes**

A regular meeting of the Elma Town Board was held on Wednesday, January 4, 2006, at 8:00 PM, Elma Town Hall, 1600 Bowen Road, Elma, New York, with the following members present:

Supervisor Michael Nolan  
Councilwoman Susan Glownia  
Councilman David Polak  
Councilman Dennis Powers  
Councilman Dean Puleo

Also: Town Attorney Robert Pierce  
Building Inspector Joseph Colern  
Highway Superintendent Wayne Clark  
Water Superintendent Eugene Stevenson  
Town Engineer James Wyzykiewicz

Approximately 30 people attended the meeting.

The meeting was opened with the reciting of the Pledge of Allegiance.

Councilman Powers made the motion and Councilwoman Glownia seconded the motion to approve the minutes from the December 21, 2005 meeting. Ayes- 5. Noes-0. Carried.

### **Department Reports:**

Town Engineer James Wyzykiewicz has received reports back from the DEC on sewer main replacement in two of the sewer districts and would like to discuss the reports at the next Work Session.

Building Inspector Joseph Colern presented his monthly report for December 2005 with 8 permits issued, \$5,732.57 in fees collected and estimated value of construction \$886,370.00 and also the annual report for 2005 was submitted and filed with the Town Clerk with a total of 302 permits issued, \$91,339.31 in fees collected and estimated value of construction \$18, 314,625.00. For 2005, 32 permits were issued for new homes and in 2004, 42 permits were issued for new homes.

Water Superintendent Eugene Stevenson reported a water main break was repaired on

Finnegan Drive, which only affected the residents of Finnegan. The flushing program is 80% complete. A small water leak between the concession stand and the driveway the creek will be repaired next week at the Creek Road Park, weather permitting. The County hasn't gotten back to Gene regarding a possible leak at Elma Meadows. The new 2006 pickup is now in service, the van will be delivered in the next couple of days.

Town Attorney Robert Pierce had nothing to report at this time.

Highway Superintendent Wayne Clark reported the gazebo at the Elma Village Green has been damaged over the weekend. A police report was filed. Minor damage has been done before but it has gotten worse. Wayne would like to discuss this matter further at a Work Session to try to resolve the vandalism problems.

The Town Clerk read the Organizational Agenda into the minutes as follows:

The following rules of procedure for the year 2006 shall be adopted:

1. Call to order by the Supervisor.
2. Pledge of Allegiance.
3. Minutes of the last meeting approved.
4. Public Hearings.
5. Reports from Department Heads.
6. All persons wishing to be heard in favor or against any item or items on the Agenda shall be heard as they appear on the Agenda.
7. Recess. This is to give the Committee a chance to meet and formulate reports.
8. Reports from Committees.
9. Action on Committee reports.
10. Appointment of new committees to fill vacancies.
11. Reading of Communications. Only communications filed with the Clerk prior to 12:00 p.m. (noon) of the day prior to a meeting shall receive consideration at the meeting and any filed later than that may be considered only upon the unanimous consent of the Board members present.
12. Actions shall be taken on Communications.
13. Approval of Warrant.
14. Privilege of the floor.
15. Adjournment.

Any official elected or appointed, who attends the sessions at the Association of Towns meeting in New York City in February 2006 will be allowed the necessary expenses incurred in attending this meeting.

Dennis Powers shall be the delegate to the Association of Towns.

Bank Depositories: J.P. Morgan Chase for the Town Clerk, Receiver of Taxes, Justices, General Fund, Highway Fund, Special District Fund, Water District Fund, Trust and Agency Fund & Capital Reserve Fund. In addition funds may also be deposited in HSBC, M & T Trust, Bank of Alden and Bank of America.

The Investment Policy adopted February 1, 1995 shall be followed.

Town Hall hours shall be 8:00AM to 4:00PM year round.

The Official Newspaper shall be the Elma Review.

The Auditor shall be Drescher and Malecki LLP.

The first and third Wednesday of each month shall be official regular meeting dates for the Town Board to be held at the Town Hall at 8:00 p.m. E.S. or D.S. time. Work Session of the Town Board will be the second and fourth Wednesday, times to be announced in advance. These meetings are Official Meetings open to the Public. Regular meetings may be omitted or dates changed where a conflict of such regular meeting exists with Holidays or other official business or at the call of the Supervisor. All other meetings shall be at the call of the Supervisor, the time and place to be made known by him upon notice of such meeting.

All Department Heads, both Elected and Appointed may purchase equipment and goods from the New York State or Erie County bid list providing they comply with the adopted Purchasing Policy of the Town.

The following shall be the yearly salaries of the Town Official payable bi-weekly:

Supervisor \$57,680  
Justices (each) \$27,755

Councilmembers (each) \$11,697  
Town Clerk \$43,668  
Assessor \$43,668  
Receiver of Taxes \$30,570  
Highway Superintendent \$50,604

Officials shall be allowed \$.445 per mile for the use of their cars for official Town business upon presentation of a mileage log to the Town. Mileage rate is according to the IRS guidelines and will be adjusted during the year if warranted.

The Supervisor appoints Councilmen Dean Puleo as Deputy Town Supervisor.

The Supervisor announced the appointment of Robert Newton as Town Historian for 2006.

The Highway and Water Department wages are set as per the collective bargaining agreement.

Full time employees with 1-year service shall receive one-week vacation with pay; 3 years service two weeks with pay; 5 years service three weeks with pay. Employees with over ten yearG|+s service receive four weeks vacation with pay. Also twelve days sick leave allowed each year. The twelve days sick leave may be accumulated up to 165 days. Personal leave of 3 days shall be allowed each year.

The salary of the Building Inspector and Zoning Officer shall be set at \$51,432 for 2006. He shall submit monthly reports of all building permits issued.

The Water Superintendent's salary shall be set at \$51,183 for the year 2006.

Robert Pierce shall be re-appointed as the Town Attorney at a salary of \$40,456.

Rosemary Bapst shall be re-appointed as Deputy Town Attorney and Prosecutor at a salary of \$14,805.

The Court Clerks to Town Justices will receive \$13.64per hour for 2006. Court Clerks

will receive \$20.46 per hour for court time up to 175 hours each for 2006. The appointment of Jeannine Willson as Court Clerk for Judge Boller is confirmed. The appointment of Deborah SanFilippo as Court Clerk for Judge Sakowski is confirmed. Tara Grambo is re-appointed as part time clerk at \$9.82 per hour.

Joseph Colern, Gary Haas, Ronald Olson, Gary Cervi, Norm Carpenter, Thomas Stynes, Matthew Kalinowski and Richard Ruzewski shall be re-appointed as Special Police.

James Wyzykiewicz is re-appointed as Town Engineer at a salary of \$17,185.

Greg Merkle is appointed to a 7-year term on the Planning Board.

Thomas Reid is designated Chairman of the Planning Board.

James Tuck and Gregory Kalinowski shall be alternates for the Planning and Zoning Boards.

Fred Streif is designated Chairman of the Conservation Board.

Conservation Boards members are as follows:

Fred Streif Chairman 1 year

William Massaro 2 years

Raymond Boy 3 years

Marc Schneckenberger 4 years

William Jackson 5 years

Glenn Reinhart 6 years

Bryant Zilke 7 years

Diane Rohl and Kenneth Schroeder shall be alternates for the Conservation Board.

Donald Trzepacz is re-appointed to a 5-year term on the Zoning Board of Appeals.

John Simme is re-appointed to a 4-year term on the Assessment Board of Review.

Zoning & Planning Board members shall be paid \$45.00 per meeting attended. The Chairmen shall be paid \$50.00 per meeting attended.

Robert Buster shall be re-appointed to a 5-year term on the Library Board.

John Schmelzer shall be re-appointed as Dog Control Officer for the year 2006 at a salary of \$7,378.92.

Supervisor Nolan appoints Kerry Galuski as Bookkeeper part time at an hourly rate of \$14.00per hour.

Supervisor Nolan re-appoints Joan Wood as confidential Secretary to the Supervisor at an hourly rate of \$13.35per hour.

Victoria Defoe is re-appointed as Recreation Supervisor, Senior Citizens PT at an hourly rate of \$11.76 per hour.

Election Inspectors will receive a salary of \$135.00 per day; the chairman will receive an additional \$5.00 and \$25.00 for attending Election Inspector School.

Doreen Schafer is re-appointed Deputy Receiver of Taxes and Assessments at an hourly rate of \$12.73 per hour.

Daniel Clark is re-appointed as Caretaker of the Water Department.

Jennifer Ginter shall be appointed as Secretary, Zoning and Planning Boards.

Patricia King is re-appointed as Records Management Officer at no additional salary.  
Patricia King is re-appointed as Registrar of Vital Statistics at a salary of \$1,000.00 for 2006. All fees collected will be payable to the Town.

The Town Clerk re-appoints Jennifer Ginter as Deputy Town Clerk at \$12.73per hour and Tara Grambo as part time Deputy Town Clerk at \$9.82per hour.

Jennifer Ginter is also re-appointed by the Town Clerk as Records Management Clerk at no additional salary.

The Supervisor announced the following committees for 2006.  
The first name shall be Chairman:

Sanitation Powers-Polak  
Street Lighting Polak-Glownia  
Planning & Zoning Puleo-Polak  
Subdivision & Highways Powers-Glownia  
Board and Clerk Glownia-Puleo  
Assessment Puleo -Polak  
Finance & Audit Powers- Puleo  
Cap Imp & Parks Glownia-Powers  
Laws, Leg & Signs Puleo-Powers  
Youth Recreation Glownia-Powers  
Main, Grounds & Equip Polak -Glownia  
Personnel Puleo-Powers  
Business PowersG'(Puleo  
Senior Rec, Water, Cable Puleo-Glownia

Councilwoman Glownia made the motion and Councilman Puleo seconded the motion the Town Board reserves the right to change the Official Newspaper of the Town at anytime during the year. Ayes-5. Noes-0. Carried

Councilwoman Glownia made the motion and Councilman Polak seconded the motion to appoint Jim Partacz as Deputy Town Attorney and Prosecutor. Ayes-2. Noes-3. Motion not carried. (Councilman Powers, Councilman Puleo and Supervisor Nolan voted no.)

Councilman Powers made the motion and Councilwoman Glownia seconded the motion to approve the Organizational Agenda as read as amended. Ayes-5. Noes-0. Carried.

All have received the Planning and Zoning Board Agenda and Minutes.

Supervisor Nolan stated the next work session of the Elma Town Board will be on January 11, 2006 at 6:00PM.

Correspondence was received from Chautauqua County Legislature regarding Municipal

Solid Waste going from \$23.50 per ton to \$.50 more at \$24.00 per ton for 2006 due to increased expenses and present market conditions.

Aurora Consulting Group will be increasing their hourly rate from \$60.00 an hour to \$65.00 per hour for Custom Software Development. The annual contract and the rate increase will be on the next Town Board Agenda.

Erie County will hold a Christmas Tree mulching and electronics/computer recycling day on Saturday, January 14, 2006 from 9:00am to Noon at the Buffalo Zoo Parking Lot. The Elma Transfer Station will also accept Christmas Trees for mulching.

Supervisor Nolan welcomed new Councilman David Polak to the Elma Town Board and offered best wishes in the New Year.

Meeting adjourned at 8:20PM. All in favor.

Respectfully submitted,

Jennifer M. Ginter  
Deputy Town Clerk