

## **01/05/05 Town Board Minutes**

A regular meeting of the Elma Town Board was held on Wednesday, January 5, 2005, at 8:00 PM, Elma Town Hall, 1600 Bowen Road, Elma, New York, with the following members present:

Supervisor Michael Nolan  
Councilman Bill Cirocco  
Councilwoman Susan Glownia  
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 Wzykiewicz

Approximately 46 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 15, 2004 meeting.

Ayes-5. Noes-0. Carried

### Department Reports

Building Inspector Joseph Colern presented his monthly report for December, 2004 with 15 permits issued, fees collected of \$1,521.32 with and estimated value of construction of \$127,800 and filed his yearly report with the Town Clerk.

Councilman Cirocco made the motion and Councilman Puleo seconded the motion to add to the Agenda and approve Building Inspector Joseph Colern and Assistant Thomas Stynes attending the annual Building Inspectors Conference January 31st to February 2, 2005 at a cost of \$500 which has been budgeted for. Ayes-5. Noes-0. Carried.

Water Superintendent Eugene Stevenson noted that the hydrant flushing and valve testing programs are in progress.

Highway Superintendent Wayne Clark informed the Town Board that the new pick has been delivered and should be in service next week. Also we should be getting a contract from the company that services the Towns traffic signals.

Supervisor Nolan presented a Proclamation in Honor of Werner(Whitey) Huber for his services to the Town of Elma as Councilman for twelve(12)years, Zoning Board of Appeals for five(5)years, and the Planning Board for ten(10)years. Whitey has served on the three(3) Town Boards.

Councilman Puleo made the motion and Councilwoman Glownia seconded the motion to approve a Business Use Permit for the Elma Deli Inc at 2331 Bowen Road for David Liskiewicz and Michael Schaefer on a negative declaration with a short form SEQR. Building Inspector notes a fire inspection after 30 days and a permit for any advertising sign.

Ayes-5. Noes-0. Carried.

Town Clerk read the Organizational Agenda as follows:

The following rules of procedure for the year 2005 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. Privilege of the floor.
7. 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.
8. Recess. This is to give the Committee a chance to meet and formulate reports.
9. Reports from Committees.
10. Action on Committee reports.
11. Appointment of new committees to fill vacancies.
12. 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 Town Board members present.

13. Actions shall be taken on Communications.

14. Approval of Warrant.

15. Adjournment.

January 5, 2005

Any official elected or appointed, who attends the sessions at the Association of Towns meeting in New York City in February 2005 will be allowed the necessary expenses incurred in attending this meeting.

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

Bank Depositories: Bank of America of Elma 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, Manufacturer's Traders Trust and the Bank of Alden.  
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 \$56,640  
Justices (each) \$26,947  
Councilmember (each) \$11,357  
Town Clerk \$42,505  
Assessor \$42,628  
Receiver of Taxes \$29,680  
Highway Superintendent \$49,563

Officials shall be allowed \$.38 per mile for the use of their cars for official Town business upon presentation of a mileage log to the Town.

The Supervisor appoints Councilmen Dean Puleo as Deputy Town Supervisor.

The Supervisor announced the appointment of Bob Newton as Town Historian for 2005.

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. 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 \$50,392 for 2005. He shall submit monthly reports of all building permits issued.

The Water Superintendent's salary shall be set at \$50,143 for the year 2005.

Robert Pierce shall be re-appointed as the Town Attorney at a salary of \$39,416.

Rosemary Bapst shall be re-appointed as Deputy Town Attorney and Prosecutor at a salary of \$14,374.

The Court Clerks to Town Justices will receive \$13.23 per hour for 2005. Court Clerks will receive \$19.845 per hour for court time up to 175 hours each for 2005. 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.

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

James Wyzykiewicz is re-appointed as Town Engineer at a salary of \$16,682.

Anne Fanelli is appointed to a 7-year term on the Planning Board.

Fred Streif is designated Chairman of the Planning Board.

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

Donald Trzepacz is designated Chairman of the Zoning Board of Appeals.

Angelo Polisano 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.

Ellen McGreevy and Jay Ricketts shall be appointed to a 5-year term on the Library Board.

John Schmelzer shall be re-appointed as Dog Control Officer for the year 2005 at a salary of \$7,164.

Mary Ann Arnold is re-appointed as Bookkeeper part time at an hourly rate of \$15.45 per

hour.

Joan Wood is re-appointed as confidential Secretary to the Supervisor at an hourly rate of \$12.97 per hour.

Victoria Defoe is re-appointed as Recreation Supervisor, Senior Citizens PT at an hourly rate of \$11.33 per hour.

Election Inspectors will receive a salary of \$125.00 per day and \$25.00 for attending Election Inspector School.

Michelle Popek is re-appointed Clerk part time for the Assessor and Tax Receiver.

Doreen Schafer is re-appointed Deputy Receiver of Taxes and Assessments.

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

Jennifer Ginter shall be appointed as Secretary, Zoning - 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 2005. All fees collected will be payable to the Town.

The Town Clerk re-appointed Jennifer Ginter as Deputy Town Clerk and Tara Grambo.

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 2005.

The first name shall be Chairman:

Sanitation Cirocco-Powers

Street Lighting Glowonia-Cirocco

Planning & Zoning Cirocco-Puleo

Subdivision & Highways Powers-Glowonia

Board and Clerk Glowonia-Puleo

Assessment Puleo -Cirocco

Finance & Audit Powers- Puleo  
Cap Imp & Parks Powers-Glownia  
Laws, Leg & Signs Puleo-Powers  
Youth Recreation Powers-Glownia  
Main, Grounds & Equip Puleo -Glownia  
Personnel Cirocco-Powers  
Business Powers G(Puleo  
Senior Rec, Water, Cable Glownia-Cirocco

Councilman Puleo made the motion and Councilman Cirocco seconded the motion to approve the Organizational Agenda as read. Councilwoman Glownia noted that she would have had James Partacz as Deputy Town Attorney. Ayes-5. Noes-0. Carried.

Councilman Cirocco made the motion and Councilman Puleo seconded the motion to authorize Supervisor Nolan to sign the contract with Drescher and Malecki LLP for \$14,400 as the Town of Elma independent auditors for 2005. Ayes-5. Noes-0. Carried.

Councilwoman Glownia made the motion and Councilman Cirocco seconded the motion to approve Aurora Consulting Group as Systems Administrator at a cost of \$60.00 per hour for 2005. Ayes-5. Noes-0. Carried.

Councilman Powers made the motion and Councilwoman Glownia seconded the motion to adopt the Town of Elma, Emergency Disaster Plan and Hazardous Material Response Plan a copy will be available in the Town Clerks office. Ayes-5. Noes-0. Carried.

All have received the Zoning Board Agenda.

Councilman Cirocco made the motion and Councilwoman Glownia seconded the motion to add to the Agenda and support the following resolution. The Town Board of the Town of Elma supports the Erie County Association of Tax Receivers and Collectors that in light of the recent delays of settling the County budget which will delay the printing of all Town/County tax bills, we, the Tax Receivers of all the towns in Eire County, wish to petition the Eire County Legislature to petition the New York State Legislature to extend the due date for the collection of Town/County taxes for 2005 to March 15, 2005. Ayes-5. Noes-0. Carried.

Town Justice M. William Boller preformed the Oath of Office undertaking for Highway Superintendent Wayne Clark. Congratulations to Mr. Clark.

Supervisor Nolan asked for a moment of silence in respect for passed Town of Elma Councilman George Eck, who served on the Town Board from 1974 to 1977.

Meeting adjourned at 8:35PM. All in favor.

Respectfully submitted,

Patricia A. King  
Elma Town Clerk