

**Reorganization Meeting**

**January 7, 2013 6 p.m.**

Present: Sup. S. Reiter; Council Members A. Bax, E. Palmer & M. Marra; Deputy Sup. G. Catlin; Attorneys M. Dowd & M. Davis; Eng. R. Smith; Ad./Op. J. Ritter; Highway Supt. D. Janese; Police Chief C. Salada; Bldg. Insp. T. Masters; Finance Officer M. Johnson, Town Clerk C. Brandon and Deputy Town Clerk C. Schroeder.

Absent: Councilman R. Winkley.  
3 press and 13 residents.

The Supervisor opened the meeting at 6:00 p.m. followed by the Pledge of Allegiance. A moment of silent reflection was offered in memory of Duane & Shirley Jordan, longtime volunteers for the Town.

**ADOPTIONS:**

Meeting Schedule 2013:

All Board Meetings will be held on the 4<sup>th</sup> Monday of each month at 6:00 p.m. Jan. 28<sup>th</sup>; February 25<sup>th</sup>; March 25<sup>th</sup>, April 22<sup>nd</sup>, May (TBD), June 24<sup>th</sup>, July 22<sup>nd</sup>, August 26<sup>th</sup>, September 23<sup>rd</sup>; October 28<sup>th</sup>, November 25<sup>th</sup> and December/Final Audit(TBD).

Work Sessions will be held on the 2<sup>nd</sup> Monday of each month at 6:00 p.m. January 7<sup>th</sup>; February 11<sup>th</sup>, March 11<sup>th</sup>, April 8<sup>th</sup>, May 13<sup>th</sup>, June 10<sup>th</sup>, July 8<sup>th</sup>, August 12<sup>th</sup>, September 9<sup>th</sup>, October (TBD), November (TBD), December 9<sup>th</sup> and December (Final Audit - TBD).

**Motion for Adoption of Regular Meeting & Worksession Schedule for 2013 made by Marra and seconded by Bax and carried 4-0.**

Holiday Schedule 2013:

Jan.1<sup>st</sup>-New York's Day; January 21<sup>st</sup>-Martin Luther King Jr. Day; February 18<sup>th</sup>-President's Day; March 29<sup>th</sup>-Good Friday; May 27<sup>th</sup>-Memorial Day; July 4<sup>th</sup>-Independence Day; September 2<sup>nd</sup>-Labor Day; October 14<sup>th</sup>-Columbus Day; November 11<sup>th</sup>-Veteran's Day; November 28<sup>th</sup> & 29<sup>th</sup>-Thanksgiving Holiday and December 24<sup>th</sup> & 25<sup>th</sup>-Christmas Holiday.

**Motion for adoption of the Holiday Schedule made by Marra and seconded by Bax. Carried 4-0.**

Pay Schedule 2013 (per 2013 Salary Schedule)

**Motion for Adoption of 2013 Salary Schedule made by Marra and seconded by Bax. Carried 4-0.**

Mileage Rate 2013: IRS Rate 56.5¢ per mile.

**Motion to adopt the Mileage Rate at 56.5 cents per mile (IRS Rate) for 2013 made by Marra and seconded by Bax. Carried 4-0.**

Non-Certified Copies 2013: 25¢ per page.

**Motion made by Palmer to adopt the fee for non-certified copies @25 cents per page. Seconded by Marra and carried 4-0.**

Official Town Newspaper:

**Palmer MOVED that the Niagara Gazette be the official newspaper of the Town. Seconded by Marra and carried 4-0.**

Official Town Depositories:

**Bax MOVED that the official depositories for the Town will be First Niagara, Key Bank and M & T Bank. Seconded by Marra and carried 4-0.**

Town Physician:

**Palmer MOVED to designate Dr. J. Ulatowski as Town Physician. Seconded by Bax and carried 4-0.**

Procurement Policy.

**Bax MOVED for approval of the current Procurement Policy in effect. Seconded by Marra and carried 4-0.**

Roberts Rules of Order.

**Bax MOVED to adopt the Roberts Rules of Order for the Town. Seconded by Marra and carried 4-0.**

**APPOINTMENTS & CONFIRMATIONS:**

1. Assessor's Dept.

**Palmer MOVED for the appointment of Linda Johnson as Assessor and Molly Penale as Information Clerk. Second by Bax and carried 4-0**

2. Town Attorneys.

**Bax MOVED to appoint Mark Davis as Town Attorney. Seconded by Marra. Carried 4-0.**

**Marra MOVED to appoint Michael Dowd as Counsel to the Town. Seconded by Bax and carried 4-0.**

3. Building Dept.

**Bax MOVED to appoint Timothy Masters, Building Insp. and SEQR Compliance Officer. Seconded by Marra and carried 4-0.**

**Palmer MOVED to appoint Clerk Typist/ Sandra VanUden; Ordinance Enforcement Officer PT/Chris McAuliffe and Zoning Officer PT/ Robert Martinez. Seconded by Marra and carried 4-0.**

4. Engineering Services:

**Marra MOVED to engage Nussbaumer & Clarke Inc. as Engineers for the Town Seconded by Palmer and carried 4-0.**

5. Engineer Clerk:

**Marra MOVED to appoint John Sharpe as Engineering Clerk PT. Seconded by Bax and carried 4-**

6. Fire/HazMat Dept.

**Bax MOVED to appoint Fire Inspectors PT Pat Martin & Don Cosentino; Typist PT Kathy Kifer & Fire Prevention Chair Les Myers. Seconded by Marra and carried 4-0.**

7. Highway Dept.

**Bax MOVED for the appointment of Deputy Highway Supt. Kevin Payne. Seconded by Palmer and carried 4-0.**

Reiter: I am going to make a motion and Mr. Payne can talk with the Highway Supt. and I am going to request that the Board make that a part time position starting at \$50,000 a year and that you and I can discuss any salary.

Janese asked which position is that Mr. Supervisor.

Brandon: You said a part time position.

Reiter: No, the Deputy Highway Supt.

Janese: I don't think I need Board approval Steve. I'm going to continue with Mr. Payne in that position

Reiter: O.k. The salary will be set at \$50,000 as a salaried position.

**Reiter MOVED for approval. Seconded by Palmer and carried 4-0.**

Janese: Are you appointing Mr. Payne to the position?

Reiter: No. I'm just approving your appointment at a salaried position.

Janese: I am not even sure that it needed to be approved.

Reiter: It is like every other position, the Board acknowledges.

Janese: Okay, gentlemen, it works for me.

**Marra MOVED for approval of Patty Yacus as typist. Seconded by Bax and carried 4-0.**

**Marra MOVED for approval of the Highway & Drainage Employees (per 2013 Salary Schedule). Seconded by Palmer and carried 4-0.**

8. Historian.

**Marra MOVED to appoint Robert Martinez as Town Historian. Seconded by Palmer and carried 4-0.**

9. Justice Court.

**Marra MOVED the confirmation of Clerks Maria Sicurella & Mary Kinney Seconded by Palmer and carried 4-0.**

10. Parks Dept.

**Marra MOVED to appoint Michael Dashineau as Parks Superintendent. Seconded by Palmer and carried 4-0.**

11, Police Dept.

**Bax MOVED the appointment of Chief Christopher Salada; Typist Lisa Rizzo and Sergeant, Officers and Constables (per 2013 Salary Schedule). Seconded by Palmer and carried 4-0.**

Note: Union negotiations start on Friday, January 11<sup>th</sup> at 9:00 a.m. and Chief Salada and Mr. Palmer and any other Board Member can attend

12, Receiver of Taxes Confirmations.

**Bax MOVED the appointment of Darlene Norwich & Rosalie Kilmer as Deputy Receivers. Seconded by Palmer and carried 4-0.**

13. Recreation.

**Marra MOVED to appoint Michael Dashineau, Director and Cheryl Nowocien as typist PT. Seconded by Palmer and carried 4-0.**

14. Registrar, Records Access Officer, RMO & Recycling Officer.

**Palmer MOVED the appointment of Carol J. Brandon as Registrar, Record Access Officer, RMO & Recycling Officer. Seconded by Bax and carried 4-0.**

15. Senior Services.

**Marra MOVED the appointments of Jeanette Collesano, Director; Service Aides PT Catherine Burnett and Carol Jacobs; Van Drivers PT Gerald Burnett, Arthur Fitzpatrick, Donald Butkuss; Alternate Drivers Tom Kennedy and Dom Balassone. Seconded by Bax and carried 4-0.**

**Marra MOVED for the appointment of Donald Clark as Laborer. Seconded by Palmer and carried 4-0.**

**Marra MOVED the appointment of Susan Letourneau as Sr. Citizen Leader (Sanborn) PT. Seconded by Palmer and carried 4-0.**

16. Supervisor's Confirmations.

**Marra MOVED the confirmations of Katelyn Allan, Junior Accountant; Michael Johnson, Finance Director; Confidential Secretary/Sr. Typist/Risk Manager Barbara Cich; Deputy Supervisor Gary Catlin; Auditor Brown & Co. (Patrick Brown) and Grant Writer Bernie Rotella. Seconded by Bax and carried 4-0.**

17. Town Clerk's Appointments/Confirmations.

**Marra MOVED the appointments of First Dpty./T/Clerk; Dpty/Registrar Carole Schroeder; Dpty. T/Clerk/Sub Registrar Donna Garfinkel; Dpty. T/Clerk Barbara Joseph; Laborer/Dpty. Dog Control Officer Jen Rossman and Dog Control Officer David Sherriff. Seconded by Palmer. Carried 4-0.**

18. Water Personnel.

**Bax MOVED the confirmation of Steven Reiter as Administrator and Water Employees (per 2013 Salary Schedule). Seconded by Marra and carried 4-0.**

19. WPCC.

**Bax MOVED the appointments of Chief Operator Jeffrey Ritter; WPCC Employees (SS1); Outside Sewer (SS2 & SS3) (per 2013 Salary Schedule).**

#### APPOINTMENTS:

1. Board Liaisons Commission Liaisons: **Marra MOVED for the confirmation of Sup. Reiter's appointments as liaisons.**

Bldg. Inspector	Marra	Modern CAC	Bax
Cable Commission	Palmer	Parks/Rec. Advisory	Marra
CWM Sitting Advisory Cmt.	Bax	Cmt.	
Engineer	Bax	Personnel Cmt.	Palmer
Environmental Comm.	Bax	Police Comm.	Marra
Fire Bureau	Winkley	Planning Bd.	Palmer
Haz-Mat	Winkley	Recreation	Marra
Highway/Drainage	Catlin	Risk Manager	Palmer
Historical Preservation	Reiter	Sanborn Business	Marra
Lewiston Council on the Arts	Marra	Professional Assoc.	
Library	Marra	Seniors Citizens	Marra
Lighting Advisory Bd.	Palmer	Signage Cmt.	Winkley
		Tower/Wind Energy	Bax

Lower Niagara River  
Region Chamber

Marra

Research Cmte.  
Water  
WPCC  
Zoning Bd. of Appeals

Reiter  
Bax  
Bax

**Seconded by Bax and carried 4-0.**

2. Stormwater Management Officer.

**Palmer MOVED the appointment of Glenn Caverly as Stormwater Management Officer. Seconded by Marra and carried 4-0.**

3. Minority Business Officer.

**Marra MOVED the appointment of Carol J. Brandon as Minority Business Officer. Seconded by Bax and carried 4-0.**

4. Women's Business Officer,

**Bax MOVED the appointment of Carol J. Brandon as Women's Business Officer. Seconded by Marra and carried 4-0.**

5. Electrical Inspectors.

**Bax MOVED that the NY Atlantic-Inland Inc. will be the Town's Electrical Inspector. Seconded by Marra and carried 4-0.**

6. Record Appeals Officer (FOIL).

**Palmer MOVED that Atty. M Dowd be the Town's Record Appeals Officer. Seconded by Marra and carried 4-0.**

7. T/V Police Liaison.

**Bax MOVED to appoint Sup. Reiter and Councilman Palmer as Police Liaisons. Seconded by Marra and carried 4-0.**

8. Bingo Inspector.

**Marra MOVED the appointment of David Sherriff as Bingo Inspector. Seconded by Palmer and carried 4-0.**

APPOINTMENTS TO BOARDS, COMMISSIONS AND COMMITTEES

1. Cable Commission.

**Marra MOVED the appointment of Edward DeVantier as Chairman; Anthony Dipasquale as Vice Chairman; James Abbondanza; Karl Frankovitch; Vincent Laurendi and John Sharpe. Liaison will be Palmer and Ex-Officio M. Dowd. Seconded by Palmer and carried 4-0.**

2. CWM Siting Board (CAC).

**Marra MOVED the appointments of Gary Catlin; Ronald Craft; James Mandell and Robert DiFrancesco as Chairman representing the Town of Lewiston. Liaison to be Bax. Seconded by Bax and carried 4-0.**

3. Environmental Commission

**Bax MOVED to appoint James Allen, Keith Fox & Dawn Timm with terms to expire 12/31/15. Jerald Wolfgang to be Chairman and James Allen as Vice Chairman. Liaison to be Bax. Seconded by Marra and carried 4-0.**

4. Board of Ethics.

**Marra MOVED the reappointment of Susan Casper; Mark Davis; Suzanne Diflorio-Olds; Robert DiFrancesco and Ryan Hanna as Chairman. Ex-Officio to be M. Dowd. Seconded by Palmer and carried 4-0.**

5. Historic Preservation Commission.

**Bax MOVED the appointment of John Arnold & John Sharpe with terms to expire 12/31/16. Ex-Officio Robert Martinez and Liaison Reiter. Seconded by Palmer and carried 4-0.**

6. Lighting Advisory Board.

**Bax MOVED to appoint Suzanne Diflorio-Olds; Debra Korpilinski; Daniel Vitch; Jeffrey Williams and John Barber, Chairman. Liaison will be Palmer and Ex-Officio Kevin Payne. Seconded by Palmer and carried 4-0.**

7. Modern CAC.

**Bax MOVED to appoint Gary Catlin; Paul Hutchins; Gary Townsend; William Waters; Dawn Timm as Vice Chairwoman and Richard Haight as Chairman. Seconded by Marra and carried 4-0. Liaison to be Bax.**

8. Parks & Recreation Advisory Committee.

**Bax MOVED to appoint Elizabeth Reiter with a term to expire on 12/31/19 to the P/R Advisory Board. Alan Baird to be Chairman. Ex-Officio Officer is M. Dashineau and liaison Marra. Seconded by Marra and carried 4-0.**

9. Personnel Cmte.

**Marra MOVED the appointment of Carol J. Brandon and Barbara J. Cich. Liaison will be Palmer. Seconded by Bax and carried 4-0.**

10. Planning Board.

**Marra MOVED to appoint Kenneth Lilly with a term to expire 12/31/18. Chairman to be Robert Martinez and Kenneth Lilly to be Vice Chairman. Palmer to be liaison. Seconded by Palmer and carried 4-0.**

11. Senior Advisory Board

**Marra MOVED the appointment of Jessie Massing, Stella Reed, Althea Montgomery & Helen Brzusek with terms to expire 12/31/15. Liaisons to be Marra and Reiter. Ex-Officio Jeanette Collesano. Seconded by Palmer and carried 4-0.**

12, Signage Committee

**Bax MOVED the appointment of Douglas Burnett; Robert DiFrancesco; William Taczak & Gary Wasko. Christopher Salada and Kevin Payne as Ex-Officious and liaison Winkley. Seconded by Marra and carried 4-0.**

13. Tower/Wind Energy Committee.

**Bax MOVED the appointment of William Conrad as Chairman; John Frandina; Karl Frankovitch; Paul Hutchins; Ernest Krell and Wayne Rivers. Liaison to be Bax. Seconded by Palmer and carried 4-0.**

11. Zoning Board of Appeals.

I have been informed that Mr. D. Kilmer will be sending a letter of resignation as he has moved out of the area. There will be a vacancy shortly.

**Bax MOVED the re-appointment of Mark Sarro with a term to end 12/31/17. Robert Linn to be Chairman and William Conrad as Vice Chairman. Alternates will be Ryan Hanna and Domonic Balassone. Liaison will be Bax. Seconded by Marra and carried 4-0.**

\*Time: 6:25 p.m. Board continued into the Work Session.

Respectfully Submitted and Transcribed by:

Carol J. Brandon  
Town Clerk