

March 14, 2016

Work Session

6:00 PM

Present: Supervisor S. Broderick; Councilmembers A. Bax, B. Ceretto, W. Geiben & R. Morreale; Dep. Sup. W. Conrad; Eng. B. Lannon; Attorneys B. Seaman & J. Catalano; Bldg. Insp. T. Masters; Finance Director/Budget Officer M. Blazick; Town Clerk/Tax Collector D. Garfinkel; Water Maintenance II M. Townsend; 2 Press; 5 Residents and Dep. Clerk C. Schroeder

The Supervisor called the Work Session to order, followed by the Pledge of Allegiance and a moment of silent reflection.

AGENDA:

Additions: Engineering – Lauren Court Change Order, Riverwalk Master Drainage Plan & Environment Review

Bax MOVED to approve the agenda, as amended. Seconded by Geiben and carried 5-0.

ABSTRACT:

Bax MOVED to approve the Regular Abstract of Claims Numbered 8668 to 8669 (F/Y 2015) & 483 to 717 (F/Y 2016) and recommended payment in the amount of \$267,039.00, plus a post audit of \$37,049.33. Seconded by Geiben and carried 5-0.

DEPARTMENT HEAD CONCERNS:

Town Clerk: The Clerk wanted to update the Board on the re-modeling of the employee breakroom to a kitchen which will include a sink. The major issue is running the plumbing from the bathroom in the basement. Three plumbers were contacted. They received two quotes to date. Estimates range from \$2,500 to \$2,700 for the plumbing. A wall will be removed to extend the breakroom. This will be done by Town staff. Garfinkel is requesting the Board allocate \$3,000 from Fund H-97 to cover the cost of the plumbing and some other minor costs.

Geiben MOVED for the transfer of funds for the purpose of the sink installation. Seconded by Bax and carried 5-0.

The Clerk said there are grant dollars to update the main meeting room. She, along with the Bldg. Inspector and Court Clerk have been investigating different types of daises. Garfinkel said she would like to meet with any interested Board member and the two Judges to get everyone's opinion. Grant monies must be expended by July 11 or they will be lost.

Lastly, the Town Clerk read the following letter:

I request the Town Board re-instate the salary of the Town Clerk/Tax Collector to the dollar amount that was requested, discussed and publicized in the legal ad of October 29, 2015 for the public hearing on the 2016 Preliminary Budget.

This salary was requested, because on April 14, 2015, approximately 200 Lewiston residents voted to abolish the Tax Receiver's position and transfer all duties and responsibilities to the Town Clerk.

In the last week of December, the Assistant Tax Collector, Darlene Norwich, and I mailed out over 6,000 tax bills. Upon receiving their tax bills, residents starting coming in and mail started pouring in to Town Hall. To date, Darlene and I have collected over \$12 million, made over 130 deposits, posted over 5,000 payments to the computer system and mailed out approximately 2,500 receipts and 500 delinquent letters. Six million dollars has been forwarded to the County and \$2.5 million has been given to the Town.

Again, the job title, Tax Receiver, was abolished. Not the duties and the responsibilities. Several employees have received compensation for taking on additional duties and

responsibilities. Darlene and I have not been compensated. Again, the title was abolished. Not the job.

When asked for details, the Clerk said the former Tax Receiver made \$53,000 a year. Those monies are floating around somewhere. They weren't given to the individual that took over the position. The departments have been consolidated. Garfinkel said she is looking at an increase of \$10,000 for herself and a stipend for her assistant, Darlene. Mrs. Norwich received a stipend of \$4,000 in 2015. In 2016, she continues to do it, along with teaching me, but without the stipend.

Geiben recommended meeting with the Town Attorney in executive session at next meeting. Seaman said that would be fine. Broderick said he would work with the Finance Director to see where that money is. We will look into it, I promise.

Engineer: Lannon noted that last year, the Town commissioned CRA to design the reconstruction and repair of Lauren Court. The original bid was \$80,452.50. Throughout the prosecution of that work, some of the unit quantities that they encountered had to be extended because of the grades and the amount of work they uncovered during the construction of that project. There has been a change order submitted in the amount of \$3,315.93 due to the overages of the unforeseen conditions. Lannon asked for a resolution authorizing the Supervisor to sign that change-order.

Bax MOVED for approval. Seconded by Geiben and carried 5-0.

Lannon said CRA was commissioned to put a roof on the Senior Center. There were two contracts – one for the general contract for the roof. That came in \$5,000 under budget. There was also a contract for the HVAC mechanic equipment. That came in \$1,850 below budget.

Also, the WPCC Roof Replacement has been completed at a total construction cost of \$292,350 or \$9,850 below the project bid amount.

Lannon provided an 11"x17" colored aerial photograph of a Drainage Map for Riverwalk Drive that shows the drainage and the responsibilities of various parties for the Riverwalk Phase 4A project and neighboring parcels in the neighboring areas.

The upper left area indicates the 850-feet of pipe the Town Highway Department is going to install. That piece of the puzzle will allow for the lowering of the water surface elevation in the ponds behind Riverwalk Drive in an attempt to improve the rear-lot drainage on Town property behind the WPCC. This ditch is about 1,600-feet in length running east/west. It will be constructed and graded toward the center. The rear yard drainage will be collected and picked up and connected to a storm pipe that runs north then east to west and north to the pond. This storm pipe will be the responsibility of the Developer. The water from the pond will run west into the pipe the Town will be installing and run north to the storm sewer the Town has an easement on from New York State and ultimately flow west to the river. Lannon said this is the concept of how this is going to be constructed and how the drainage will be improved within Riverwalk.

Bax asked what the anticipated start date is for the pipe installation. Lannon said it depends on the highway schedule. He would be asking the Town Board to formally authorize the Highway Dept. to proceed.

Seaman said there has been some questions asked about whether it is proper for the Town to undertake some of this project. One of the things that the Town is doing on the south side is on Town-owned property. That will help assist with the drainage on the Town property that is the Sewage Treatment Plant. Also the work at the top of the north part of the diagram is within the Town-controlled easement. The only section where the Town would be doing any work that is not on Town property is small minor work that interlinks the ponds. Seaman said he was asked if it was proper for the Town to be doing this. The Town regularly maintains drainage ditches and storm sewers. The standard you have to look at is, is this a project that benefits one or two individuals or does it have a more general benefit? In this case, Seaman said there are at least a

dozen or more homeowners, as well as the Town itself, that would benefit by this project. This, in my opinion would be a proper use of Town resources – that being the labor of the Highway Department.

Broderick agreed. This is a 10-12 year old issue that every Supervisor before has tried to take care of. I want to get it done for the benefit of the Town and the residents of Riverwalk. We're fortunate that we have a builder that is going to come in and help with this project, otherwise it is dead in the water. I support the project.

Morreale: What is this caused from? From the former builder that didn't develop this site properly? Why is there such a problem with the water here?

Lannon: There are a lot of answers to those questions. Basically, there was a topographic survey bust 12-14 years ago that resulted in some elevation problems that caused a lack of grade to drain to the north.

Lannon said he spoke with the Dep. Highway Supt. They estimate a production of 100 - feet of pipe a day. We're looking at two weeks to put the pipe in and another week on top of that to put the manholes in. It's about 2 ½ to 3 weeks, weather permitting.

Seaman noted that SEQR has been addressed for the pipe and easement with NYS Parks. SEQR has also been addressed with the overall subdivision. But, out of an abundance of caution, because the project is not exactly the same, Seaman asked the Engineer to prepare a new SEQR document for review to present to the Town Board.

Lannon said he prepared a Short EAF for the Riverwalk Drainage Improvement Project. This is an update to include the installation of 1,600 feet of open drainage ditch, in addition to the 850 linear feet of storm sewer pipe. The only thing that really changed is the description of the proposed action. It is, in his view, a negative declaration.

Bax MOVED to issue a negative declaration on said drainage improvement. Seconded by Ceretto and carried 5-0.

Bax MOVED to authorize and direct the Deputy Highway Supt. to undertake the work as laid out by the Town Engineer. Seconded by Geiben and carried 5-0.

Water: Mike Townsend, said he bid out for the sale of a 1994 E-350 Utility Van. One bid was received in the amount of \$132.50. He asked the Board to accept this bid.

Geiben MOVED to accept the bid of \$132.50 from Pat Yankelunas. Seconded by Ceretto and carried 5-0.

Finance: The Supervisor said he reviewed a two-year contract proposal from Municipal Solutions, Inc. in connection with the Town's BAN borrowings, long-term Serial Bond borrowings and general financial services. This renewal would become effective at the expiration of the current contract. The Supervisor asked for a motion authorizing him to sign the contract.

Bax MOVED to authorize the Supervisor to sign the contract with Municipal Solutions, Inc. Seconded by Ceretto and carried 5-0.

2015 FIRE INSPECTOR'S ACTIVITY REPORT: **Bax MOVED to accept the report, as submitted. Seconded by Morreale and carried 5-0.** Report on file in the Town Clerk's office.

MUCKLAND PUMPS: At the last meeting, the Supervisor said Engineer Lannon was asked to obtain three (3) estimates for a brand new Muckland Pump. The Deputy Highway Supt. has since told him there was an estimate from Moley Magnetics to repair the old pump for \$19,700, totally re-built, installed and grading. The Supervisor asked for a motion to authorize the Town Engineer to obtain three estimates (including the one from Moley Magnetics) to re-build, install and fix the grading.

Broderick MOVED to authorize the Town Engineer to obtain three (3) estimates to repair the Muckland Pump. Seconded by Bax and carried 5-0.

UPPER MTN FIRE CO. ROSTER: A request was made to delete the following individual from the UMFC roster: Elizabeth Taibi.

Brockerick MOVED to remove Elizabeth Taibi from the active membership roster. Seconded by Geiben and carried 5-0.

STORAGE BUILDING FOR RECREATION DEPARTMENT: Rec. Director Mike Dashineau requested the Town Board consider options for additional storage and garage space for the operations of the Parks Department. They are currently using the Outfall Building for all of their operations, storage shelter and stage needs. Not only does this site not come close to meeting their needs, it is not the best use of a nice building on a beautiful, prime piece of property in a portion of the Town that is being developed at a very fast rate. At this time, employee vehicles, park vehicles, and park equipment enter and exit this area at Lower River Road.

Dashineau said he would like to put together a list of alternate locations and get some pricing for their needs. He has also talked with Chief Private about pooling together their needs and resources. Chief Previte is in need of shelter for the police vehicles also.

In the past, Dashineau said he has searched for a more appropriate location for his operations within the Highway Garage and Sewer Treatment Plant. Neither facility has enough indoor space to accommodate their needs; however, the Highway Garage has enough property that a new construction is possible. He has identified other areas of the Town as well.

Geiben suggested a work session with all the department heads to brainstorm what the needs are, what can be combined together and what type of grants are out there. We know the Town Hall is inadequate. Do we have a plan? Right now we have three new board members. Things have transpired in the past that may have to resurface. Put the tables together. Let us sit down and chat back and forth. The next step would be to invite the public to offer positive suggestions to improve things over the next 5 – 10 years. Hopefully we can have some long-range plans.

Dashineau said he would put together some dollar amounts for the next meeting.

GREENSPACE/DRAINAGE (RAYMOND DRIVE): Dashineau said he received complaints of flooding issues between two properties on Raymond Drive not draining properly. He said the Parks Department was able to go back into the greenspace and remove 80% of the standing water from the properties. They will go back and check on it and finish the job.

Before closing, the Supervisor said the next Board Meeting is scheduled for 3/28/2016, 6 PM; A special meeting of the Environmental Commission – 3/17/2016, 6 PM; Planning Board 3/17/2016, 6:30 PM.

Bax MOVED to adjourn. Seconded by Geiben and carried 5-0. Time 6:45 p.m.

Transcribed and
Respectfully submitted by:

Carole N. Schroeder
Deputy Town Clerk