

A regular meeting of the Elma Town Board was held on Wednesday, January 2, 2019 at 7:00PM, Elma Town Hall, 1600 Bowen Road, Elma, New York, with the following members present:

Supervisor	Dennis Powers
Councilman	Thomas Fallon
Councilman	James Malczewski
Councilman	Michael Nolan-Absent
Councilman	Tracy Petrocy

Also:	Building Inspector	Joseph Colern
	Highway Superintendent	Wayne Clark
	Crew Chief	Brian Nolan
	Town Attorney	Phyllis Todoro-Absent
	Deputy Attorney	Dean Puleo
	Town Engineer	James Wyzykiewicz-Absent

Approximately 10 people attended the meeting.

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

Judge Robert J Pierce was sworn into office by Judge Wm H Boller and Judge Joseph Sakowski.

Councilman Fallon made the motion and Councilman Petrocy seconded the motion to approve the minutes from the December 19th, 2018 meeting. Ayes-4. Noes-0. Carried.

Department Reports:

Building Inspector Joseph Colern noted he will have the 2018 building report for the next meeting along with December 2018 report. Mr. Colern will have a preliminary new fee schedule for the next Work Session. Crew Chief Brian Nolan noted the Command system for commercial accounts is in progress and a water break was repaired on the 21st of December. Highway Superintendent Wayne Clark noted they are working on winter projects and the restrooms at Creek Road Park.

Councilman Petrocy made the motion and Councilman Malczewski seconded the motion to hire Thomas Noel at a pay rate of \$24.63 for the MEO at the Transfer Station effective January 14th, 2019. Ayes-4. Noes-0. Carried.

Supervisor Powers set a public hearing date of January 23, 2018 for Drainage District #203 to include Town Code 144-30 at 6831 Seneca St.

The Town Clerk read the 2019 Organizational Agenda into the minutes.

The following rules of procedure for the year 2019 shall be adopted:

1. Call to order by the Supervisor. Proceed under "Robert's Rules of Order."
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 elected official, who attends the sessions at the Association of Towns meeting in New York City in February 2019 will be allowed the necessary expenses incurred in attending this meeting. Dennis Powers shall be the delegate to the Association of Towns.

Wednesday, January 2, 2019

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

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

Town Hall hours shall be Monday through Friday from 8:00AM to 4:00PM year-round.

The Official Newspaper shall be the Elma Review.

The Auditor shall be Drescher and Malecki LLP.

Hodgson Russ LLP may be retained for Labor Employment matters.

The agreement between the Town of Elma and Cy's Pharmacy from 2009 is still valid.

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 7:00 p.m. E.S. or D.S. time. Work Session of the Town Board will be the second 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. Town Board will only meet on the third Wednesday for June, July and August.

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.

All Town Department Heads and Elected Officials are required to pay 10% of the cost of health care insurance provided by the Town. Non-Union employees are to contribute 10% of health insurance cost. Union employees are to contribute 10% of health insurance cost per the Union Contract.

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

Supervisor	\$72,948
Justices (each)	\$37,760
Councilmember's (each)	\$18,718
Town Clerk	\$66,320
Assessor	\$62,327
Highway Superintendent	\$66,320

Officials shall be allowed \$.58 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 Councilman James Malczewski as Deputy Town Supervisor.

The Supervisor, Councilmen, Town Attorney & Deputy Town Attorney are re-appointed as Marriage Officers.

The Supervisor announced the re-appointment of Frank Maciejewski as Town Historian for 2019.

The Highway, Water and Sewer Department wages and benefits 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 years' 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 220 days for non-bargaining employees. Personal leave of 3 days shall be allowed each year.

Joseph Colern is re-appointed as the Affirmative Action Officer, ADA Officer and MS4 Officer.

The salary of Joseph Colern the Building Inspector and Zoning Officer shall be set at \$66,320 for 2019. He shall submit monthly reports of all building permits issued.

Raymond Balcerzak is re-appointed as Assistant Building Inspector and Zoning Officer at \$26.48 per hour.

Barbara Blair is appointed as part time Clerk to the Building Dept. at \$13.50 per hour.

Wayne Clark shall be Superintendent of Parks with a salary of \$15,575.

Wayne Clark shall be Superintendent of Transfer Station with a salary of \$7,136.

Ariel Carlino is appointed as Water Clerk at \$15.60 per hour for the year 2019.

Doreen Fleming is re-appointed as P/T Clerk Typist at the Water Dept. at \$16.27 per hour.

The Court Clerk Brenda Barry for Town Justice Sakowski will receive \$15.60 per hour.

The Court Clerk Andrea Lischer for Town Justice Pierce will receive \$18.35 per hour.

Supervisor Powers re-appoints Kerry Galuski as Bookkeeper full time at an hourly rate of \$27.78 per hour.

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 2019. Jennifer Ginter is re-appointed as Deputy Registrar of Vital Statistics at a salary of \$500.00 for 2019. All fees collected will be

payable to the Town.

The Town Clerk re-appoints Jennifer Ginter as Deputy Town Clerk at \$20.15 per hour and Tara Grambo as second Deputy Town Clerk at \$18.17 per hour.

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Doreen Schafer is re-appointed as Deputy Receiver of Taxes and Assessments at an hourly rate of \$20.15 per hour.

Betsy Goinski is re-appointed as Recreation Supervisor, Senior Citizens PT at an hourly rate of \$15.75 per hour.

Sharon Winkler is re-appointed as P/T Asst. Director of Senior Center at an hourly rate of \$13.50 per hour.

Robert Johnston shall be re-appointed as Dog Control Officer for the year 2019 at a salary of \$8,960.

Joseph Colern, Gary Cervi, Ray Balcerzak, Robert Johnston and Peter Natalzia shall be re-appointed as Special Police.

Phyllis Todoro is re-appointed as Town Attorney for 2019 at the salary of \$54,676.

Dean Puleo is re-appointed as Deputy Town Attorney for 2019 at the salary of \$39,580.

James Wyzykiewicz is re-appointed as Town Engineer at the salary of \$24,239 and MS4 Compliance Officer for 2019.

Michael Cleary is re-appointed to a 7-year term on the Planning Board.

Michael Cirocco is designated Chairman of the Planning Board.

Thomas Reid is re-appointed as an alternate on the Planning Board.

Barbara Blair is appointed Planning Board Secretary.

Robert C. Schafer is designated Chairman of the Zoning Board of Appeals.

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

Michael Sobczak is appointed as alternate on the Zoning Board of Appeals.

Kerry Galuski shall be re-appointed Zoning Board Secretary.

Bryant Zilke is designated Chairman of the Conservation Board.

Brad Schaeffer is appointed to a 7-year term on the Conservation Board.

Kerry Galuski is re-appointed Conservation Board Secretary.

Zoning, Planning & Conservation Board members and alternate shall be paid \$45.00 per meeting attended. The Chairman shall be paid \$50.00 per meeting attended.

Claudia Stradtman is re-appointed as Chairman of the Assessment Board of Review.

Patricia Valvo is re-appointed to a 5-year term on the Assessment Board of Review.

Grievance day for the Assessment Board of Review will be set for June 4, 2019.

Eileen Holden shall be re-appointed to a 5-year term to the Library Board.

Michael Nolan is appointed as Disaster Coordinator with no extra pay.

Joseph Colern and Raymond Balcerak are appointed as Assistant Disaster Coordinators with no extra pay.

Town of Elma Disaster Plan for 2019 accepted as is with no changes.

The Supervisor announced the following committees for 2019.

The first name shall be Chairman:

Sanitation	Fallon - Nolan
Street Lighting	Fallon - Malczewski
Planning & Zoning	Malczewski - Nolan
Subdivision & Highways	Nolan - Fallon
Board and Clerk	Petrocy - Malczewski
Assessment	Malczewski - Petrocy
Finance & Audit	Nolan - Malczewski
Cap Imp & Parks	Fallon - Petrocy
Laws, Leg & Signs	Malczewski - Nolan
Youth Recreation	Nolan - Fallon
Main, Grounds & Equip.	Fallon - Petrocy
Personnel	Nolan - Petrocy
Business	Petrocy - Malczewski
Senior Rec, Water, Cable	Petrocy - Fallon
Fire & Police	Nolan - Petrocy

Councilman Fallon made the motion and Councilman Malczewski seconded the motion to approve the 2019 Organizational Agenda as read.

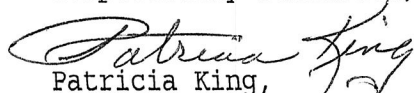
Ayes-4. Noes-0. Carried.

The next Work Session will be January 9th, 2019 at 6:00PM and Town Board meeting will be January 23rd, 2019 at 7:00PM.

All have received the Planning, Zoning and Conservation Boards agendas and minutes that apply.

Meeting adjourned at 7:24PM. All in favor.

Respectfully submitted,


Patricia King,
Town Clerk