

## **01/07/09 Town Board Minutes**

A regular meeting of the Elma Town Board was held on Wednesday, January 7, 2009, 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 Phyllis Todoro  
Building Inspector Joseph Colern  
Highway Superintendent Wayne Clark  
Water Superintendent Eugene Stevenson-Absent  
Town Engineer James Wyzykiewicz

Approximately 9 people attended the meeting.

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

Councilman Powers made the motion and Councilman Puleo seconded the motion to approve the minutes from the December 17, 2008 meeting.  
Ayes-5. Noes-0. Carried.

### **Department Reports**

Building Inspector Joseph Colern presented the monthly report for December 2008 with 14 permits issued, \$4,122.04 in fees collected with an estimated value of construction of \$90,650. Yearly report for 2008 with a total of 361 permits issued, \$103,453.18 in fees collected with an estimated value of construction of \$37,516,535.62.

Highway Superintendent Wayne Clark presented the Town Board with the annual agreement to spend Town Highway Funds for 2009.

Councilman Powers made the motion and Councilman Puleo seconded the motion to add an item to the Agenda. Ayes-5. Noes-0. Carried.

Councilman Puleo made the motion and Councilman Powers seconded the motion to approve the agreement to spend Town Highway Funds for 2009 with \$538,592 for general repairs of 40.83 miles of town highways.

Ayes-5. Noes-0. Carried.

The Organizational Agenda for 2009 was read by the Town Clerk as follows:

The following rules of procedure for the year 2009 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 2009 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, Bank of America and Citizens Bank.  
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 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 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 5% of health insurance cost.

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

Supervisor \$60,800  
Justices (each) \$30,329  
Councilmember's (each) \$12,782  
Town Clerk/Tax Receiver \$51,788  
Assessor \$46,788  
Highway Superintendent \$53,724

Officials shall be allowed \$.55 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 2009.

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 year'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 \$54,552 for 2009. He shall submit monthly reports of all building permits issued.

The Water Superintendent's salary shall be set at \$54,303 for the year 2009.

The Court Clerk to Town Justice Sakowski will receive \$14.91 per hour for 2009. The Court Clerk to Town Justice Pierce will receive \$13.67. The appointment of Donna Dimitroff as Court Clerk for Judge Pierce is confirmed. The appointment of Deborah Sanfilippo as Court Clerk for Judge Sakowski is confirmed.

Joseph Colern, Gary Haas, Ronald Olson, Gary Cervi, Matthew Kalinowski and Richard Ruzewski shall be re-appointed as Special Police. Ray Balcerzak and Robert Johnston shall be appointed as Special Police.

Thomas Reid is re-appointed to a 7-year term on the Planning Board.

Thomas Reid is designated Chairman of the Planning Board.

Gregory Kalinowski shall be alternate for the Planning and Zoning Boards.

Bryant Zilke is designated Chairman of the Conservation Board.

Raymond Boy is appointed to a 7-year term on the Conservation Board.

Michael Sobczak shall be appointed to the Conservation Board to fulfill the term of Diane Rohl.

Kerry Galuski is appointed Conservation Board Secretary.

Michael Komorek Jr. 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.

Robert Iggulden is re-appointed to the Assessment Board of Review with term ending in 2012.

Howard Winkler shall be appointed to the Assessment Board of Review with term ending in 2013.

Grievance day for the Assessment Board of Review will be set for June 2nd 2009.

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

Philip Gish shall be re-appointed to a 5-year term on the Library Board.

Ed Sauer is reappointed as Disaster Coordinator.

Mark Kowalski is appointed as Assistant Disaster Coordinator.

Robert Johnston shall be appointed as Dog Control Officer for the year 2009 at a salary of \$5200.

Supervisor Nolan appoints Kerry Galuski as Bookkeeper full time at an hourly rate of \$15.30per hour.

Joan Wood is appointed part time clerk at an hourly rate of \$14.59per hour.

Victoria Defoe is re-appointed as Recreation Supervisor, Senior Citizens PT at an hourly rate of \$12.75per hour.

Doreen Schafer is re-appointed as Deputy Receiver of Taxes and Assessments at an hourly rate of \$15.23per hour.

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

Betsy Previty is re-appointed as Caretaker of the Senior Center.

Jennifer Ginter shall be appointed as Secretary, Zoning Board.

Diane Rohl shall be appointed as Secretary of the Planning Board.

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 2009. All fees collected will be payable to the Town.

The Town Clerk re-appoints Jennifer Ginter as Deputy Town Clerk \$15.23per hour and Tara Grambo as second Deputy Town Clerk at \$11.79per 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 2009.

The first name shall be Chairman:

Sanitation Powers-Puleo

Street Lighting Polak-Glownia

Planning & Zoning Puleo-Powers

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 Powers-Puleo  
Senior Rec,Water,Cable Powers-Glowina

Councilman Powers made the motion and Councilman Puleo seconded the motion to accept the Organizational Agenda for 2009 as read Ayes-4. Noes-1. (Councilman Polak voted no) Carried.

All have received the Planning, Zoning, Conservation Board and Code Review Committee minutes that apply.

Supervisor Nolan announced that the next Work Session will be on January 14, 2009 at 6:00PM.

Meeting adjourned at 8:30PM.

Respectfully submitted,

Patricia King  
Town Clerk