

Supervisor Walters calls the meeting to order at 6:00 p.m.

**TOWN BOARD MEMBERS**

**PRESENT:**

Steven J. Walters	Supervisor
Thomas M. Best, Sr.	Councilman
Joan A. Kesner	Councilwoman
Kevin Smardz	Councilman
Thomas Quatroche, Jr.	Councilman

**OTHERS PRESENT:** Catherine A. Rybczynski, Town Clerk;  
Mary Dosch, Sr. Account Clerk; Brian Doyle, Deputy Town Attorney; Gerard Kapsiak, Town  
Engineer; James Connolly, Town Highway Superintendent.

**1.**

On a motion of Supervisor Walters, seconded by Councilman Best, the following resolution was

ADOPTED                   Ayes 5                   Walters, Best, Kesner, Smardz, Quatroche  
                                  Noes 0

**RESOLVED**, that the Town Board authorize the Police Department to increase the rate of pay for the following Police Officers, effective 11/9/08:

Officer Nicholas Budney, to the three year rate of \$26.87

Officer Kevin Gleason, to the five year rate of \$31.61

Money is available in account B3120.100.

**2.**

On a motion of Councilman Smardz, seconded by Councilwoman Kesner, the following resolution was

ADOPTED                   Ayes 5                   Walters, Best, Kesner, Smardz, Quatroche  
                                  Noes 0

**BE IT RESOLVED**, that the Town Board approve the out-of-town travel request of Gerard Kapsiak, Town Engineer, to attend the New York State Association of Towns Training School and Annual Meeting in New York City from February 15 to 18, 2009. As part of his attendance, Mr. Kapsiak will be attending sessions pertinent to the functions of Town Engineers, for which Continuing Education/Professional Development credit hours are given. The estimated costs are as follows:

Airfare	=	\$ 220
Hotel	=	580
Meals	=	120
Meeting Registration	=	100
Continuing Education Registration	=	200
Ground Transportation	=	<u>120</u>
Total	=	\$1,340

Funds have been included in the 2009 Budget under Account No. A1990.419, which are approved to be transferred for this purpose to Engineering Dept. Account No. A1440.492.

**3.**

On a motion of Councilman Quatroche, seconded by Councilman Best, the following resolution was

ADOPTED                   Ayes 5                   Walters, Best, Kesner, Smardz, Quatroche  
                                  Noes 0

**RESOLVED**, that the Town Board approve the request of the Town Board authorizing seven alcohol waivers for the following January 2009 Taylor Road rentals:

- 1/1/09                   1/16/09
- 1/3/09                   1/17/09
- 1/4/09                   1/24/09
- 1/10/09

**4.**

On a motion of Councilman Smardz, seconded by Councilman Best, the following resolution was

ADOPTED                   Ayes 5                   Walters, Best, Kesner, Smardz, Quatroche  
                                  Noes 0

**WHEREAS**, Nussbaumer & Clarke, Inc. was previously retained by the Town of Hamburg to provide engineering services associated with the recently completed South Park Avenue sanitary sewer extension project; and

**WHEREAS**, during the design of this project, Nussbaumer & Clarke incurred additional costs for providing various necessary services which were not part of their original contract scope of work and fee for the project, including the performance of a wetlands delineation and preparation of associated documentation for submittal to the U.S. Army Corps of Engineers; and

**WHEREAS**, Nussbaumer & Clarke has requested a contract adjustment in the amount of \$5,050 for providing the additional engineering services; and

**WHEREAS**, this request has been reviewed by the Town Engineer and determined to be reasonable and acceptable for the services provided,

**THEREFORE BE IT RESOLVED**, that the contract with Nussbaumer & Clarke, Inc. is increased in the amount of \$5,050, which revises their total contract amount to \$38,950. Funding for these additional costs is available from bonds which were issued for this project, under Capital Fund Account No. H95-8120.331.

**5.**

On a motion of Councilwoman Kesner, seconded by Councilman Smardz, the following

resolution was

ADOPTED                   Ayes 5                   Walters, Best, Kesner, Smardz, Quatroche  
                                  Noes 0

**BE IT RESOLVED**, that the Hamburg Town Board authorize the Department of Community Development to advertise “Request for Proposals” for completion of the following projects utilizing Community Development Block Grant funds:

- 1)     Comprehensive housing & Financial Counseling Services; 4/09 - 3/11
- 2)     Legal Collection Services for “Housing Funds”; 4/09 - 3/10
- 3)     Five Year Consolidated Plan 2010 - 2014 & the 2010 One Year Action Plan
- 4)     CAPER Services 2009 - 2010

The above projects are authorized under the Community Development Block Grant and/or the HOME Investment Partnership programs. Funding for publication of each notice is available in the CDBG Administrative Accounts.

**6.**

On a motion of Councilman Best, seconded by Councilwoman Kesner, the following resolution was

ADOPTED                   Ayes 5                   Walters, Best, Kesner, Smardz, Quatroche  
                                  Noes 0

**RESOLVED**, that the Buildings and Grounds Department be authorized to hire two and terminate four as follows:

1. Jasinski, Thomas	Laborer, Seas.	10/02/08	Terminate
2. Jasinski, Thomas	Laborer, P/T	10/03/08	\$9.34
3. Militello, Frank	Laborer, P/T	11/01/08	Terminate
4. Fraser, Sam	Laborer, P/T	10/22/08	Terminate
5. Carden, Mike	Laborer, Seas.	11/16/08	Terminate
6. Carden, Mike	Laborer, P/T	11/17/08	\$9.36

**7.**

On a motion of Councilman Quatroche, seconded by Supervisor Walters, the following resolution was

ADOPTED                      Ayes 5                      Walters, Best, Kesner, Smardz, Quatroche  
     Noes 0

**BE IT RESOLVED**, that the Recreation Department be permitted to hire eight and terminate seven as follows:

1. Turner, Ronald	ER7251(225)	11/24/08	Terminate
2. Omphallius, Ellen	ER7251(225)	11/24/08	Terminate
3. Wozniak, Richard	ER7251(225)	11/24/08	Terminate
4. Nye, Jeff	ER7251(225)	11/24/08	Terminate
5. Clendening, Robert	ER7251(225)	11/24/08	Terminate
6. Landes, Kenneth	ER7251(225)	11/24/08	Terminate
7. Kuhrt, Timothy	A7310(320)	11/28/08	Terminate
8. Kuhrt, Timothy	A7310(320)	11/29/08	\$10.34 P/T
9. Wozniak, Richard	A73109320)	11/25/08	\$7.96 P/T
10. Melewski, Mark	A7265(230)	11/25/08	\$8.49 Seas.
11. Tadarov, Jessica	A7310(320)	12/10/08	\$7.15 P/T
12. Zdrojewski, Thomas	A7265(230)	12/17/08	\$10.32 Seas.
13. Bushen, Amy	A7310(320)	12/01/08	\$7.65 P/T
14. McDonnell, Pamela	A7310(320)	12/01/08	\$10.07 P/T
15. McDonnell, Mary	A7310(320)	12/01/08	\$10.07 P/T

**8.**

On a motion of Councilman Quatroche, seconded by Councilman Best, the following resolution was

ADOPTED                      Ayes 5                      Walters, Best, Kesner, Smardz, Quatroche  
     Noes 0

**BE IT RESOLVED**, that the Town Clerk’s Office be permitted to hire two and terminate four as follows:

1. Roche, Barbara A	Clerk, P/T	12/01/08	\$8.55
2. Reilly, Michael	Clerk, P/T	11/26/08	Terminate
3. Catanzaro, Beverly	Clerk, P/T	11/26/08	Terminate
4. Kellerman, Sharon	Clerk, P/T, Seas.	10/20/08	Terminate
5. Kellerman, Sharon	Clerk, P/T	10/21/08	\$11.29
6. Allen, Jacqueline	Clerk, P/T	11/26/08	Terminate

**9.**

On a motion of Supervisor Walters, seconded by Councilman Best, the following resolution was

ADOPTED                      Ayes 5                      Walters, Best, Kesner, Smardz, Quatroche  
     Noes 0

TOWN BOARD, DECEMBER 1, 2008  
 AUDIT OF CASH DISBURSEMENTS

		VOUCHER #'S	
<b>OPERATING FUND:</b>			
BATCH # 133	\$47,527.09	30491-30535	
BATCH # 134	\$213,100.00	30536	
BATCH # 135	\$407,283.37	30537-30598	
BATCH # 136	\$29,171.22	30599-30657	
BATCH # 137	\$14,458.50	30658	
BATCH # 138	\$119,474.00	UNPROCESSED	
BATCH #			
<b>TOTAL OPERATING FUND DISBURSEMENTS:</b>			<b>\$831,014.18</b>
<b>TRUST &amp; AGENCY:</b>			
BATCH #			
BATCH #			
<b>TOTAL TRUST &amp; AGENCY DISBURSEMENTS:</b>			<b>\$0.00</b>
<b>CAPITAL FUND DISBURSEMENTS:</b>			
BATCH # 69	\$128,916.98	30659-30669	
BATCH # 70	\$248,599.98	UNPROCESSED,	
BATCH #			
BATCH #			
<b>TOTAL CAPITAL FUND DISBURSEMENTS:</b>			<b>\$377,516.96</b>
<b>PAYROLL:</b>			
PR # 24	\$798,399.45		
PR #			
<b>TOTAL PAYROLL DISBURSEMENTS:</b>			<b>\$798,399.45</b>
<b>PETTY CASH:</b>			<b>\$0.00</b>
<b>TOTAL CASH DISBURSEMENTS SUBMITTED FOR AUDIT:</b>			<b>\$2,006,930.59</b>

**10.**

On a motion of Councilman Best, seconded by Councilman Quatroche, the following resolution was

ADOPTED                      Ayes 5                      Walters, Best, Kesner, Smardz, Quatroche  
  Noes 0

**BE IT RESOLVED**, that the Town Board approve the out-of-town travel request of Tom Best and Kevin Smardz, Town Councilman, to attend the New York State Association of Towns Training School and Annual Meeting in New York City from February 15 to 18, 2009. As part of their attendance, Councilman Best and Smardz will be attending sessions pertinent to the functions of Town Government. The cost to be determined and submitted. Approximately \$3,000.

Supervisor Walters notes that with the winter season upon us, he has asked Mr. Connolly to be present at the meeting to discuss his department and their budget.

Councilman Best asks Mr. Connolly to explain the garage operations in regard to a memo he received.

Jim Connolly, Highway Superintendent, responds that there were no changes, it was a statement to an existing policy. This is a matter of how they should staff the garage. The daily staffing in this case should be three people in there. Over time needs to be authorized by the foreman or himself. There should never be one person working alone

Councilman Best notes the impression he's getting is that this has not been done.

Mr. Connolly responds that it has not been being done to the letter of the law.

Councilman Best questions why they are putting two people out at the Town Golf Course in the middle of winter.

Mr. Connolly responds that the people who stay at the golf course maintain the equipment. There is one person assigned to the beach, because it is utilized 12 months a year and questions if this answers the questions.

Councilman Best responds that it answers the questions but he doesn't necessarily agree with him. He doesn't agree with having two full time people working on equipment for five to six months. He notes he will try to be out there more often and watch to see what kind of work they do.

Mr. Connolly asks Councilman Best why he didn't ask these questions in the meeting as a liaison.

Councilman Best responds that he just got the memo.

Supervisor Walters adds that he would like to hear from Mr. Connolly as to where they are in light of what they discussed at the October meeting regarding the budget and the struggles that department is facing.

Mr. Connolly responds that he's concerned about going forward but the issues are being address and figuring out how to work with the budgets that are presented to them. He will presents this information to the Board.

Supervisor Walters questions the amount of salt usage Mr. Connolly presented previously.

Mr. Connolly responded that these were policies that Mr. Smith put together, he doesn't measure in that manner. The plow drivers determine how they will use the salt based upon the region they're in and the other criteria they have.

Supervisor Walters responds that Mr. Connolly's department needs to have guidelines in place, because he doesn't feel that all the drivers and employees are experts in salt application rates. He brings this up because he found some information that salt application should be between 100 and 300 lbs per lane mile based upon various factors like traffic and temperature.

Mr. Connolly responds that they will look into that but it's hard to standardize due to so many different factors. He notes that it is a problem when salting that around six hours later you're plowing the salt off but you have to get rid of the snow.

Supervisor Walters also questions Mr. Connolly on the paving of the Town roads.

Mr. Connolly responds that the paving is through observation.

Supervisor Walters asks Mr. Connolly if there is any possibility to reduce the thickness of the asphalt thus reducing the cost, or the possibility of using a micro-surfacing.

Mr. Connolly responds that compared to the full normal paving, they can go down to about half of the cost using other processing. You shoot for the standard which is approximately a 20 year life span for the kinds of roads we have.

Councilman Best adds that they brought Mr. Connolly here to talk about the Highway budget and asks him to explain the procedure or policy that he considers economically feasible to let his employees take days off without pay.

Mr. Connolly responds that the basic thing is he is not paying them.

Councilman Best responds that there's the man power, he wonders if they have time on the book.

Mr. Connolly responds that if they go without pay, they only do that when they don't have other time available.

Councilman Best notes that he looked at the records of some of the employees and there were individuals that are off more than they're working.

Mr. Connolly notes that this is a management choice that he's making. Proper use of manpower is critical in good management. There are time when they can get by with less people and generally when people take off without pay, this means they have problems and they have utilized every single sick, vacation and comp. time.

**11.**

On a motion of Supervisor Walters, seconded by Councilman Best, the following resolution was  
ADOPTED                   Ayes 5                   Walters, Best, Kesner, Smardz, Quatroche  
                                  Noes 0

**RESOLVED**, that the Town Board move to Executive Session at 6:50 p.m.

**12.**

On a motion of Supervisor Walters, seconded by Councilman Best, the following resolution was  
ADOPTED                   Ayes 5                   Walters, Best, Kesner, Smardz, Quatroche  
                                  Noes 0

**RESOLVED**, that the Town Board close Executive Session at 7:30 p.m.