

Supervisor Gary Dickson called the meeting to order at 6:00 P.M.

ROLL CALL: Present - Gary Dickson Supervisor
William Bauer Councilman
Joseph Cantafio Councilman
William P. Hanley, Jr. Councilman
Jeff Piekarec Councilman

Absent - None

MINUTES TO BE APPROVED

- Motion by Supervisor Dickson, seconded by Councilman Hanley, to approve Minutes #2020-09 of April 27, 2020.

Ayes: All

Noes: None

Motion Carried

ANNOUNCEMENTS

No announcements were received.

PUBLIC COMMENTS ON COMMUNICATIONS

No comments were received.

NEW BUSINESS

10-A COMMUNICATIONS

1. Supervisor Dickson re Budget transfer

Motion by Supervisor Dickson, seconded by Councilman Bauer, to approve a budget transfer in the amount of \$567.88 from the Finance Professional Services line 1131000.50451 to the Supervisor Continuing Education and Training line 1122000.50414 for expenses associated with the Association of Town's Conference in New York City.

Ayes: All

Noes: None

Motion Carried

2. Highway Sup't. re Appointment of Peter Walsh as part-time Sanitation Laborer

Motion by Supervisor Dickson, seconded by Councilman Hanley, to appoint Peter Walsh as part-time Sanitation Laborer effective May 12, 2020 at a rate of \$13.75 per hour contingent upon passing of drug and alcohol testing and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel. On the question, Supervisor Dickson stated as a part-time employee he is not guaranteed to have any work; this is not a net increase to the budget.

Ayes: All

Noes: None

Motion Carried

10-A COMMUNICATIONS (continued)

3. Highway Sup't. re Appointment of Chris Szumla as Full-time Sanitation Laborer

Motion by Supervisor Dickson, seconded by Councilman Cantafio, to terminate Chris Szumla as a part-time Sanitation Laborer and appoint him as a full-time Sanitation Laborer Group 7, Step 1 at a rate of \$20.64 per hour as per the Blue Collar Contract effective May 12, 2020 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All Noes: None Motion Carried
4. Highway Sup't. re Appointment of Steven Amoia, Jr. as Sanitation Motor Equipment Operator

Motion by Supervisor Dickson, seconded by Councilman Bauer, to terminate Steven Amoia, Jr. as Sanitation Laborer and appoint him as a Sanitation Motor Equipment Operator Group 7, Step 3 at a rate of \$24.90 per hour as per the Blue Collar Contract effective May 12, 2020 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All Noes: None Motion Carried
5. Highway Sup't. re Appointment of Title change for George Case to Sanitation Laborer

Motion by Supervisor Dickson, seconded by Councilman Bauer, to change the title of George Case from Sanitation Motor Equipment Operator to Sanitation Laborer Group 7, Step 3 at a rate of \$23.45 per hour effective May 12, 2020 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All Noes: None Motion Carried
6. Town Clerk re Appointment of James Rathmann as Chairman of the Planning Board

Motion by Supervisor Dickson, seconded by Councilman Bauer, to appoint James Rathmann as Chairman of the Planning Board effective February 13, 2020 at the annual salary of \$5,946 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All Noes: None Motion Carried
7. Director of Finance re Resolution for Drone Grant

Motion by Supervisor Dickson, seconded by Councilman Piekarec, to adopt the following resolution authorizing a budget amendment for the purchase of the R4 ROLLER compact Model Drone with Remote Controller Ground Station:

10-A COMMUNICATIONS (continued)

WHEREAS, the Town has been approved by the Department of Homeland Security Buffalo's State and Local Overtime ("SLOT") program for the reimbursement of the purchase of a R4 ROLLER compact Model Drone with Remote Controller Ground Station in the amount of \$14,700.

WHEREAS, the cash received from this grant will be recognized as revenue in the General Fund as General Governmental State Aid - Police 01000100.3490.

NOW, THEREFORE, be it

RESOVLED, that the Town Board does hereby authorize the budget amendment to increase General Governmental State Aid - Police 01000100.3490 by \$14,700 for the receipt of the Department of Homeland Security SLOT grant revenue and to correspondingly increase Police Supplies 01312000.0419 by \$14,700 for the cost of the purchase of the R4 ROLLER compact Model Drone with Remote Controller Ground Station.

Chief Denz stated the purchase is for an interior drone with a very high power camera to be used for interior building searches. The drone is built with a cage around it and will not get stuck on anything when in use.

Ayes: All

Noes: None

Motion Carried

8. Recreation Supervisor re 2020 Summer Program and facilities status

Recreation Supervisor Lauren Masset requested the Town Board discuss and decide the status of Summer Day Camp, Summer Swim Lessons and the opening of the Veterans Park Aquatic Complex due to COVID-19:

Recreation Supervisor Lauren Masset stated:

- ✓ Regardless of what the Town Board decides, the NYSDOH or ECDOH could change the regulations for programs or facility ordering the town to close
- ✓ Surveyed other Recreation Departments in the area and found that none have created a self-imposed deadline to decide on their summer recreation programs/pools
- ✓ Reached out to ECDOH for guidance on whether the summer camps and pools were allowed to reopen and under what conditions – ECDOH has not received guidance from the NYSDOH but will forward if/when it's received
- ✓ Currently unaware if the Health Department will allow camps or pools to operate this season and if any changes will be made to the regulations, this could cause the Recreation Department to be unprepared or unable to run the program if and when the changes roll out, causing a program or facility closure last minute
- ✓ There are several issues and concerns being caused by COVID-19, such as lack of applicants and clerical time
- ✓ Possible changes to grouping sizes, staffing requirements, scheduling, and other procedures could be affected
- ✓ Deadlines and costs associated with these programs are quickly approaching

10-A COMMUNICATIONS (continued)

Supervisor Dickson stated there is a timeline for Buildings and Grounds for opening the pool and understands there have been discussions with parents regarding the summer camp. Recreation Supervisor Masset confirmed that parents have asked for 45 – 60 days notice if the camp program were to be cancelled which would be May 1st – 15th. Buildings and Grounds requires 5 weeks' notice to open the pool which would be May 27th.

Supervisor Dickson questioned the status of hiring for the summer programs. Recreation Supervisor Masset stated they are very close to be staffed for the pool and halfway there for the summer camp, assuming all applicants pass the certification requirement. However, if smaller groups are mandated due to COVID-19, staffing would need to double by June 1st.

Councilman Hanley questioned if a partial pool opening with just the splash pad might be a possibility and not require the 5 week lead time. Recreation Supervisor Masset stated she would need to consult with Highway Superintendent Brian Adams and Steve Amoia.

Councilman Hanley stated he would like to delay the decision about the pools until the next board meeting; it is premature to close the pools right now as Erie County is hitting 4 of the 7 requirements for re-opening. However, if the town did not have the PPE to run a camp effectively or the ability to implement social distancing, summer camp would have to be cut this year.

Councilman Piekarec stated he believes that recreation will be in the last phase to re-open and a best-case scenario would be July 1st, questioning the cost savings for suspending the pool and summer camp programs. Recreation Supervisor Masset agreed and sees this listed in Phase 4, stating the savings for not opening the entire aquatics complex would be an estimated \$121,147.42 based off of the 2019 costs of both the Recreation and Buildings & Grounds Departments. Cancelling summer camp would save an estimate of \$80,027.51 - \$138,027.51. This range includes the cost from 2019 plus an additional \$58,000.00 to accommodate the anticipated smaller group sizes and appropriate staffing requirements.

Councilman Piekarec questioned if there was any way to separate people once inside the pool or splash pad, even if the attendance was limited. Recreation Supervisor Masset replied social distancing would be a challenge. Councilman Piekarec stated he would like to err on the side of safety, not increase liability, or risk spending more money when it's likely to be cancelled and would move to postpone both items.

Councilman Bauer agrees with Councilman Hanley to hold off closing the pool until the next board meeting as guidance from the state and county may come. Councilman Bauer stated camp is too difficult to keep kids separated.

Councilman Cantafio questioned if there would be any cost to the town by waiting two more weeks to make a decision on the pool. Recreation Supervisor Masset stated she cannot answer for costs from Buildings and Grounds Department. The March and April hires are scheduled to take in their on-boarding packets and drug tests on Tuesday, May 19th, assuming the PAUSE order is lifted on May 15th. Councilman Cantafio stated he believes Erie County is not going to make the target date of May 15th and agrees the summer camp should be cancelled but would like to wait two more weeks to make a decision about the pool, as it will not have a cost to the town. Recreation Supervisor Masset noted

10-A COMMUNICATIONS (continued)

there may be a cost to the applicants as they seek recertification; costs to the town would include the on-boarding only if the PAUSE order is lifted, there would be no other cost to her knowledge.

Highway Superintendent Adams stated there's no additional cost with Buildings and Grounds if the decision about the pool is delayed; he would like to wait another week or two to make a decision on the pool.

Town Attorney Hawthorne asked Recreation Supervisor Masset to explain the refunds for summer camp. Recreation Supervisor Masset explained that refunds will go through the same process as purchase orders: refunds must be entered into the invoice system Munis with her approval, Finance Director Megan Wnek's approval along with the Town Board liaison, and finally the Town Board's approval of the Warrant; approximately a 30 day cycle. Recreation Supervisor Masset further noted the importance of parents receiving refunds in a timely manner.

Supervisor Dickson stated he is also in agreement about delaying the decision about the pool and all Town Board members are in agreement about cancelling summer camp.

Recreation Supervisor Masset clarified the following statement: The Town Board has made a decision to not run the Summer Day Camp and we are pending the decision on the Swim Lessons and Aquatic Complex until the next town board meeting. Supervisor Dickson replied that is correct.

Councilman Bauer asked for clarification about the range of cost for the summer camp program. Recreation Supervisor Masset explained the variable of \$58,000.00 was to cover anticipated smaller group sizes, additional staffing, and PPE.

Supervisor Dickson thanked everyone and stated it is a difficult decision, no one wants to do this but it is the responsible thing to do.

10-B REPORTS

- Amy M. Kobler, Town Clerk's report for April 2020, Receiver of Taxes report April 2020, and Return of Tax Collection Report received and filed

10-C APPROVAL OF WARRANT

Motion by Supervisor Dickson, seconded by Councilman Hanley, to approve the vouchers submitted for audit, chargeable to the respective funds as follows: General Fund - \$251,689.38; Highway Fund - \$67,996.12; Gas Conversion Lighting District - \$69.29; Electric Lighting - \$628.44 (vouchers 11496 - 12137)

Ayes: All

Noes: None

Motion Carried

ISSUES OF THE PUBLIC

A resident questioned/commented the following regarding the insurance bid process from the last Town Board meeting:

- ✓ Two of Tompkins' bids were received after the deadline, which bid was being considered and what were the prices of each bid - Supervisor Dickson stated professional services do not have a set of rules, General Municipal Law says it is whatever the town has set up for professional services which includes insurance. A proposal was solicited from Tompkins in April; a second proposal was submitted before the video conference meeting with the Tompkins representative. The current insurance broker declined a video conference. Upon review of both proposals, Supervisor Dickson noticed differences between the companies' coverage and attempted to put them closer together for a better comparison. For example, the current insurance policy does not insure the parks, including the buildings, and Tompkins originally included the parks in their quote. In an effort to make the plans more comparable Supervisor Dickson requested a new quote from Tompkins, excluding the parks, with a deadline of Friday before the Town Board vote. This was the final quote received by Tompkins, which was within \$5,000 of their other proposals and was included on the agenda. Insurance is a professional service and negotiations are allowed.
- ✓ Referred to a comment Councilman Piekarec made on Facebook stating Mr. Wroblewski made campaign donations in the amount of \$550 to the current Town Board majority and asked Councilman Piekarec if he or Supervisor Dickson received any donations from representatives of Tompkins Insurance Company. Councilman Piekarec stated the broker did not make any donations to his campaign; her husband donated \$30.00 and suggested the Board of Election records should be consulted. Supervisor Dickson stated there were donations from the broker's husband and did not recall the amount and stated it did not matter to him who donated to who as this does not disqualify the insurance broker.
- ✓ Councilman Piekarec's Facebook comments inferred the campaign donations were the reason Mr. Wroblewski's insurance company was awarded the insurance bid; more money was donated to Councilman Piekarec and Supervisor Dickson's campaigns than the other three combined - Councilman Piekarec stated he believed the Tompkins bid was lower when including drone aviation coverage.
- ✓ The town was still saving money going with USI - Supervisor Dickson stated he does not want to re-argue the proposals, regardless of the choice the town saved money. Councilman Hanley clarified that USI was \$10,744 lower than Tompkins' original bid.

A resident referenced the East & West Road reconstruction and questioned if the electric lines will be buried. Highway Superintendent Brian Adams stated burying the lines is not on the work order. The scope of work includes storm drainage, four foot shoulder, concrete gutters, and road resurfacing. Supervisor Dickson stated he spoke with NYSEG about the possibility of burying lines on Union Road across from the Southgate Plaza and was told it was extremely expensive.

PRESENTATION OF COMMUNICATIONS BY BOARD MEMBERS AND DEPARTMENT HEADS

Town Assessor Erik Finbar

- Report received and filed

Recreation Supervisor

- Report received and filed
- Encouraged residents to check out the department on Facebook and Twitter as the department is posting daily activities in an attempt to keep our youth, families, and other residents moving during this time
- Encouraged residents to check out the Town of West Seneca Parks Tour & Activity Book which can be found on our website
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Director of Finance Megan Wnek

- 2019 fiscal year annual update document has been filed with NYS Comptroller's Office – balance sheet and income statement for all funds; eventually these are posted on Open Book New York after review by NYS; will be posted on the Finance Department's webpage of the town website
- Annual independent audit began April 20th, final report will be available to view no later than June 30th
- April 2020 Budget Monitoring Report is completed and will be posted on the Finance Department's webpage
- Biggest unknown is the effect of COVID-19 on sales tax revenue; \$6.4 million for the General Fund was received in 2019
- January and February 2020 check was received and was 7% higher than last year; will receive check for March, April, and May in July;
- Erie County has indicated the first May sales tax remittance is 23.14% lower than the corresponding 2019 amount; with YTD receipts are running 2.06% below last year - Supervisor Dickson stated Open Book New York is a great resource and includes almost every municipality's financial information for at least the past 10 years

Councilman Hanley questioned the status of spending with smaller crew sizes. Ms. Wnek reported a decrease in most overtime; the police have an increase in overtime due to COVID-19 requirements, but this is being submitted to FEMA for reimbursement.

Town Attorney Tina Hawthorne

- Staying current with the approximately 30 Executive Orders – orders 15 - 21 were extended through June 7th
- Looking to Empire Development Corporation for their opinions to be able to advise the different departments

Chief Denz

- This is National Police Week: In 1962 President John F. Kennedy designated May 15th as Peace Officers Memorial Day, this is the time when law enforcement comes together to honor the fallen officers of the year before and the names are added to the memorial in Washington D.C.
- So far in 2020, 64 officers have died in the line of duty and 44 have died of COVID-19; West Seneca is very fortunate not to have any members lost in this way
- Calls are up 37%, anticipating a very busy summer as PAUSE order gets extended
- Requested an Executive Session regarding working conditions and contractual matters with the PBA

Highway Sup't. Brian Adams

- Addressed a question about paving projects – currently putting a schedule together; communicating with NYSDOT and Erie County on projects and added funding; slowly getting hot patching finished due to fluctuating weather conditions

Councilman Bauer

- The town will need to provide additional safeguards and updated safety protocols to employees as re-opening occurs; one immediate concern being addressed, in conjunction with Councilman Cantafio and Highway Superintendent Brian Adams, is putting a safety glass enclosure in the Town Clerks office
 - ✓ The office expects a high volume of traffic during tax collection
 - ✓ Contacted five glass enclosure companies – two are not bidding, one bid was received, anticipate the other two bids shortly
 - ✓ This would be a permanent enclosure similar to what the Recreation and Justice Court Departments have in place – like a bank system - glass with metal frames and a security door

Councilman Cantafio

- Safety glass was being looked into due to the amount of money the Town Clerk's office takes in without any barriers
 - ✓ Exploring ways to cover the cost due to the COVID-19 pandemic
 - ✓ Will provide protection to the residents as well as staff
- Insurance bid and selection:
 - ✓ "Lack of coverage from USI compared to NYMIR" – USI has a property enhancement policy
 - ✓ "Although USI's bid was lower it would still cost more because of the drone policy" – the drone policy was not bid out because it was redone on April 20th, this new policy took place May 1st, regardless of the company that was decided on there was not going to be that cost savings
 - ✓ The \$10,000 radio policy – radios are covered under USI's property enhancement policy for loss; what we have from The REMI Group is an equipment maintenance policy – it is not an insurance policy, it's a service contract to service the radios and communications equipment, similar to service contracts we have for computers, etc. Neither insurance carrier bid on a maintenance and service contract; it is an inaccurate statement to claim USI will cost the town an additional \$10,000
 - ✓ Commended Supervisor Dickson for putting the insurance out to bid and noted the town went with the lower bid
 - ✓ Commended Mary Josefiak of the Senior Center on a great job celebrating Mother's Day for the senior residents

Councilman Hanley

- Insurance bid and selection:
 - ✓ REMI contract is not insurance, but a maintenance contract
 - ✓ Highlighted a few of the benefits of USI Insurance coverage versus NYMIR including lower price, terrorism coverage versus none, property agreed value - pays out at 100% versus 90%
 - ✓ Would welcome a review by the Ethics Board

Supervisor Dickson

- Insurance bid and selection:
 - ✓ NYMIR replaces vehicles at replacement value; one loss will negate the current cost savings
 - ✓ Attempted to get both companies to do a side by side comparison
 - ✓ Overall the town saved some money

Councilman Piekarec

- Memorial Day is approaching - please remember the true meaning even though there will not be a parade or gathering

WEST SENECA COMMUNITY CENTER
1300 Union Road
West Seneca, NY 14224

TOWN BOARD PROCEEDINGS
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EXECUTIVE SESSION

Motion by Supervisor Dickson, seconded by Councilman Hanley to discuss a collective bargaining issue with the West Seneca PBA relative to working conditions.

Ayes: All

Noes: None

Motion Carried

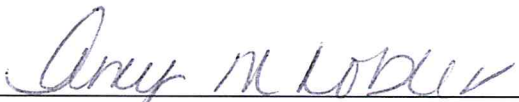
ADJOURNMENT

Motion by Supervisor Dickson, seconded by Councilman Bauer, to adjourn the meeting at 7:57 P.M.

Ayes: All

Noes: None

Motion Carried



AMY M. KOBLER, TOWN CLERK