

TOWN OF CONCORD TOWN BOARD MEETING January 14, 2021
7:00 p.m.

MEETING CALLED TO ORDER BY CLYDE M. DRAKE, SUPERVISOR,
at 7:00 p.m.

ROLL CALL: CLYDE M. DRAKE, SUPERVISOR
JAMES M. KREZMIEN, COUNCILMAN
KENNETH D. ZITTEL, COUNCILMAN
WILLIAM F. SNYDER, III, COUNCILMAN
PHILIP DROZD, COUNCILMAN

ALSO PRESENT: DARLENE G. SCHWEIKERT, Town Clerk
BARRY A. EDWARDS, Hwy Supt.
BRIAN F. ATTEA, Town Attorney
CAROLYN A. ROBINSON, Dog Control Officer

MAX BORSUK, Springville Journal KEVIN RAUTENSTRAUCH
GEORGE DONHAUSER SHAWNDA BREMILLER
ADAM FISHER HUNTER SWANSON
BEN FISHER

INVOCATION DELIVERED BY TOWN CLERK SCHWEIKERT

PLEDGE TO THE FLAG LED BY SUPERVISOR DRAKE

ITEM #1 APPROVAL OF MINUTES

Supervisor Drake advised that the Agenda shows the Town Board Work Session and Town Board Meeting date as December 9th, 2020; the correct date for those meetings was December 10th, 2020.

a) Town Board Work Session – 12/10/2020 - Motion by Councilman Krezmien, seconded by Councilman Zittel, to approve the minutes as presented. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

b) Town Board Meeting – 12/10/2020 - Motion by Councilman Krezmien, seconded by Councilman Drozd, to approve the minutes as presented. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

c) Special Town Board Meeting – 12/30/2020 - Motion by Councilman Krezmien, seconded by Councilman Zittel, to approve the minutes as presented. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

ITEM #2 PUBLIC COMMENT

Supervisor Drake opened the floor for Public Comment.

No one wished to address the Board. Motion by Councilman Krezmien, seconded by Councilman Zittel, to close Public Comment. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

Supervisor Drake asked the Board for a motion to add to Item 5 New Business: (i) purchase snowblower. Motion by Councilman Krezmien, seconded by Councilman Zittel, to add to Item 5 New Business: (i) purchase snowblower. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

ITEM #3 MONTHLY REPORTS

Motion by Councilman Drozd, seconded by Councilman Krezmien, to approve the Monthly Reports, Items a-k. Councilmen Krezmien, Drozd, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

- a) Code Enforcement Report – December 2020
- b) Code Enforcement Yearly Report
- c) Dog Control Officer Report – December 2020
- d) Supervisor's Report – November 2020
- e) Town Clerk Report – December 2020
- f) Town Clerk Yearly Report
- g) Judge Frank Report – November 2020
- h) Judge Frank Report - December
- i) Judge Gibbin Report – November 2020
- j) Judge Gibbin Report - December
- k) Van Report – December 2020

l) Highway Report - Hwy Supt Edwards read his written report. Supervisor Drake advised that the five-year old 550 needed a new transmission; the cost was \$4,600 for that repair.

Motion by Councilman Snyder, seconded by Councilman Drozd, to accept the Highway Department Report. Councilmen Krezmien, Drozd, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

m) Fire Department Report – Councilman Drozd reported:

- 1) The majority of their department received the COVID vaccine. A second round of the shots are to be administered at the end of the month.
- 2) There will be no Installation Dinner this year due to the COVID pandemic.

Motion by Councilman Krezmien, seconded by Councilman Snyder, to accept the Fire Department Report. Councilmen Krezmien, Drozd, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

ITEM #4 OLD BUSINESS

There was nothing for Old Business.

ITEM #5 NEW BUSINESS

a) **Audit of the Bills** – Abstract 13 are from 2020 and Abstract 1 are January 2021.

Year 2020 Abstract 13:
 General Fund A, abstract 13, bills 1237-1280; \$20,458.66
 General Fund B, abstract 13, bills 1281-1282; \$94.40
 Library Fund, abstract 13, bills 1283-1285; \$1,816.93
 Fire Protection, abstract 13, NONE
 Joint Van, abstract 13, bills 1286-1288; \$190.13
 Joint Youth, abstract 13, bills 1289-1293; \$13,875.74
 Craneridge Lighting, abstract 13, bills 1294; \$1,776.02
 Craneridge Sewer, abstract 13, bills 1295-1302; \$12,042.42
 Highway DA, abstract 13, NONE
 Highway DB, abstract 13, bills 1303-1319; \$24,170.51
 Kissing Bridge Water, abstract 13, bills 1320-1321; \$24.99
 Kissing Bridge Sewer, abstract 13, bill 1322; \$146.00
 Trevett Rd. Water, abstract 13, NONE
 Cattaraugus St. Water, abstract 13, NONE

Trust & Agency, abstract 13, NONE
 Capital (HA) C. Sewer, abstract 13, NONE
 Capital (HB) Land, abstract 13, NONE
 Capital (HD) Catt St, abstract 13, NONE
 Capital (HE) Sr. Ctr, abstract 13, NONE
 Capital (HF) Hwy Equip, abstract 13, NONE
 Capital (HG) Waste Study, abstract 13, NONE

Motion by Councilman Krezmien, seconded by Councilman Zittel, to approve the bills as presented. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

Year 2021 Abstract 1:
 General Fund A, abstract 1, bills 1-18; \$16,750.39
 General Fund B, abstract 1, bills 19-20; \$64,957.70
 Library Fund, abstract 1, NONE
 Fire Protection, abstract 1, bills 21-22; \$15,546.78
 Joint Van, abstract 1, NONE
 Craneridge Lighting, abstract 1, NONE
 Craneridge Sewer, abstract 1, bills 23-24; \$11,065.00
 Highway DA, abstract 1, NONE
 Highway DB, abstract 1, bills 25-33; \$13,380.01
 Kissing Bridge Water, abstract 1, bill 34; \$135.00
 Kissing Bridge Sewer, abstract 1, bills 35-36; \$8,350.00
 Trevett Rd. Water, abstract 1, NONE
 Cattaraugus St. Water, abstract 1, NONE
 Trust & Agency, abstract 1, NONE
 Capital (HA) C. Sewer, abstract 1, NONE
 Capital (HB) Land, abstract 1, NONE
 Capital (HD) Catt St, abstract 1, NONE
 Capital (HE) Sr. Ctr, abstract 1, NONE
 Capital (HF) Hwy Equip, abstract 1, NONE
 Capital (HG) Waste Study, abstract 1, NONE

Motion made by Councilman Krezmien, seconded by Councilman Snyder, to approve the bills as presented. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

b) Authorize Bookkeeper Timmel to make Adjustment Entries – Supervisor Drake advised that it would be better to have the list of entries given at the April 2021 meeting since Drescher & Malecki will be coming back to the Town Hall in early March and asked the Board to change the motion from March to April. Councilman Snyder questioned whether the Board should see the entries before the adjustments are actually made. Supervisor Drake advised that these entries are made to close out the 2020 year which allows the auditors to finish their audit. These adjustments were made in the past with the list of entries given at a later meeting. Motion by Councilman Krezmien, seconded by Councilman Zittel, to authorize Bookkeeper Timmel to make adjustment entries and a list of such entries will be given to the Town Board at the April 2021 meeting. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

c) ZBA Re-Appointment – Edwin Heary (5-year term) – Motion by Councilman Krezmien, seconded by Councilman Drozd, to re-appoint Edwin Heary to the Zoning Board of Appeals (ZBA). His term will expire December 31, 2025. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

d) Board of Assessment Review Re-Appointment – Daniel Greene (5-year term) – Motion by Councilman Krezmien, seconded by Councilman Snyder, to re-appoint Daniel Greene to the Board of Assessment Review. His term will expire September 30, 2025. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

e) **Employee Manual** – Supervisor Drake discussed revisions to the Employee Manual at previous meetings and provided members with the updated Employee Manual at the December 2020 meeting. At that meeting, the Board did not vote to approve the revised Employee Manual. Motion by Councilman Zittel, seconded by Councilman Drozd, to approve the Employee Manual. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

f) **Wendel Contract – Comprehensive Plan and Solar Update** – Supervisor Drake advised that the Town had received \$9,500 grant to redo our Solar Law and update our Comprehensive Plan. The Town’s grant application a total cost of \$10,000 so the Town would be responsible for \$500. This is important because the Town does have the Genesee Road Solar project and there is a new solar project going before the Planning Board at their February meeting. A copy of the Wendel Contract was provided to the Board. This Contract proposes a fee of \$7,000-\$9,000 depending on the Town Attorney’s involvement/costs. Supervisor Drake asked for a motion authorizing him to sign contracts with Wendel Companies and Town Attorney Attea for a total amount not to exceed \$10,000. Motion by Councilman Zittel, seconded by Councilman Snyder, to authorize Supervisor Drake to sign contracts not to exceed \$10,000. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

g) **Authorize Town Clerk to advertise for Trash Pickup – Supervisor** Drake advised that last year the Town received only one bid; it is hoped that by bidding earlier in the year, the Town will receive more bids. Motion by Councilman Krezmien, seconded by Councilman Snyder, to authorize Town Clerk Schweikert to advertise for the Spring Trash Pick Up. The bid opening will be Monday, February 8th, 2021 at 10 a.m. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried. Spring Trash Pick Up will take place beginning Monday, May 10, 2021. Town Clerk Schweikert will have Town Atty Attea review the bid specifications prior to advertising.

h) **CDBG Grant – Senior Center Lot Paving** – Supervisor Drake advised that the Town received a CDBG in the amount of \$60,000 to pave the Senior Center parking lot. Supervisor Drake would like a motion to go ahead and bid this project out as soon as the weather permits. Specifications for the project were included in the grant application. Last year he had received a quote of \$80,000 and this year that quote is \$85,000. Councilman Snyder asked if this project budgeted; Supervisor Drake advised that at budget time the Town did not know we would receive the grant money but there is money in General Fund A that can be used. Motion by Councilman Snyder, seconded by Councilman Zittel, to authorize Supervisor Drake to proceed with bids for Senior Center parking lot paving as the weather permits. Councilmen Krezmien, Zittel, Snyder & Drozd, Supervisor Drake, voting aye. Carried.

i) **Purchase Snowblower** – Supervisor Drake advised that the snowblower at Town Hall is a five-year old, 30” snowblower which was purchased from Ray’s Small Engine. This snowblower is really a beast and too big for the Town’s purposes; a 24” snowblower is what the Town needs. Supervisor Drake reached out to Ray’s Small Engine and a 24” Ariens would cost \$2,142. A trade-in of our current snowblower would be \$829 so the Town could purchase the new snowblower for about \$1,313. Motion by Councilman Krezmien, seconded by Councilman Drozd, to purchase the Ariens snowblower, with the trade-in of the current snowblower. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake; voting aye. Carried.

ITEM #6 EXECUTIVE SESSION

There was nothing for Executive Session.

ITEM #7 CONSENT AGENDA

There was nothing for Consent Agenda.

ITEM #8 COUNCILMAN NOTES

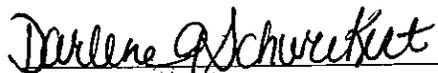
- 1) Councilman Zittel will be attending the first Chief's Meeting on January 19th at 7 p.m.
- 2) Councilman Drozd advised that the Springville Volunteer Fire Company is working with the Department of Health and Bertrand Chaffee Hospital for a COVID vaccination location.
- 3) Councilman Drozd has been in contact with Supervisor Drake regarding the new boiler at the Hulbert Library. The furnace has been installed by Tom Randall but a little work remains to be done. Mr. Randall advised that the flue motor is not opening correctly and needs to be replaced. At today's Library Board meeting, the Board agreed to pay half the cost of the flue motor.
- 4) Supervisor Drake continued on that same topic. The Town Hall has a squeaky motor on the boiler and needs to be replaced. Tom Randall quoted \$830 and will repair the furnace at Town Hall.
- 5) Supervisor Drake has had conversations with Springville Pharmacy. The Pharmacy wants to use the Senior Center as a COVID rapid test site. The Board felt the more testing, the better it is for our community. The Pharmacy location on East Main Street is a problem due to traffic flow. The Pharmacy would be allowed to use the "L" shaped room so that they will be able to use their computers. The Senior Center is currently on pause. This is still in discussion but could come together quickly.
- 6) Councilman Snyder volunteered to be a part of the Emergency Preparedness Committee. Supervisor Drake noted that this Emergency Preparedness Plan is due by April 1st and the Hazardous Mitigation Plan (which is needed to get FEMA funds) is due this Spring.
- 7) Supervisor Drake advised that three of the five Board members received their COVID vaccination.

ITEM #9 MOTION TO ADJOURN

Motion by Councilman Krezmien, seconded by Councilman Zittel, and passed unanimously, to adjourn the meeting at 7:31 p.m. in memory of:

- Ronald R. Rudnicki
- Norma Evelyn Knopf
- Shirley Gentner
- Paul Schneider
- Carolyn J. McCoy
- Lorayne F. Proctor

Supervisor Drake noted that he has received thank you cards from families for these Memorials; people appreciate that the Board adjourns in memory of their loved ones.



 Darlene G. Schweikert
 Town Clerk

Town of Concord Highway Department

13076 N. Central Avenue

Springville, NY 14141

716-592-4892 Phone

716-592-4357 Fax

716-481-2848 Cell

Email: concordhighway@gmail.com

Barry A. Edwards, Highway Superintendent

Highway Superintendent's Report for the period of Dec. 11, 2020 to Jan. 14, 2021.

- Finished brakes on all trucks.
- The guys finished the plumbing on the Vac All and put the batteries back.
- Painted rims on the bucket truck and inside of box.
- Continued to clean shop and break room.
- Installed new mirrors on Truck 16 and 19. Greased both 550s – 16 and 19, and Truck 15.
- Fixed the spinner, chain adjustment, and adjusted sand door and replaced the jack on the sand door on Truck 15. Fixed mailbox on Sharp St, Abbott Hill, and put cones up in Crane Ridge by guiderail.
- Replaced passenger-side rear seal and brake canister on Truck 11.
- Changed plow shoes on Truck 13 and 18.
- Replaced steps on Truck 15.
- Blended salt and sand.
- Greased 624 high lift.
- Changed out headlights on Truck 19 and 15.
- Replaced clutch in Truck 15.
- Picked up two dead deer – one on Abbott Hill Road and one on Spaulding Road, and took to County dump.
- Fixed safe hits along town roads.

- Adjusted wing rubbers on Truck 16 and 14 and greased Truck 13 and 18.
- Installed air dryer and brake canister on Truck 18.
- Replaced exhaust on Truck 13.
- Fixed double arrow sign in Crane Ridge.
- Fixed two small potholes on Town roads with QPR.
- Did tree work on upper Randall and Spaulding Road.
- Did oil change in Truck 11.
- Fixed plow shoes and lights on Truck 12.
- Washed and waxed Truck 16 and 19.
- Installed new clutch on Truck 15 and new transmission in one of the 550s.
- The guys also did drift runs with 550s, and the night crew went out three times and pretreated for the following day and also plowed or sanded 16 times.

Barry Edwards
Highway Superintendent