

TOWN OF CONCORD SPECIAL TOWN BOARD MEETING August 21, 2023
5:30 p.m.

MEETING CALLED TO ORDER BY PHILIP DROZD, SUPERVISOR,
at 5:30 p.m.

ROLL CALL: PHILIP DROZD, SUPERVISOR
CLYDE M. DRAKE, COUNCIL MEMBER
KENNETH D. ZITTEL, COUNCIL MEMBER
KIMBERLY S. KRZEMIEN, COUNCIL MEMBER

EXCUSED: WILLIAM F. SNYDER, III, COUNCIL MEMBER

ALSO PRESENT: DARLENE G. SCHWEIKERT, Town Clerk

ITEM #1 RESIGNATION OF LUELLA TIMMEL, BOOKKEEPER

Bookkeeper Timmel submitted her letter of resignation effective August 21, 2023. Motion by Council Member Zittel, seconded by Council Member Krzemien, to accept the resignation of Luella Timmel effective today. Council Members Drake, Zittel & Krzemien; Supervisor Drozd, voting aye; Council Member Snyder, excused. Carried.

ITEM #2 APPOINTMENT OF RACHEL E. WATZ, BOOKKEEPER

Motion by Council Member Zittel, seconded by Council Member Krzemien, to appoint Rachel E. Watz, Bookkeeper/Secretary to the Supervisor, starting August 22, 2023 at an annual salary of \$60,000; with a six-month probationary period. Council Members Drake, Zittel & Krzemien; Supervisor Drozd, voting aye; Council Member Snyder, excused. Carried.

ITEM #3 WILLIAMSON LAW BOOK PROPOSAL

Williamson Law Book submitted their New Employee Training Proposal dated August 21, 2023; Municipal Accounting and Budget Preparation 8-10 hours for a series of online/phone tutorials at the rate of \$175/hour. Supervisor Drozd and Council Member Drake will also sit in on these sessions. This will be an overview of the software used by the Bookkeeper. The maximum cost would be \$1,750. Council Member Drake noted that this is something that should be done at this time to assist the new bookkeeper. Motion by Council Member Krzemien, seconded by Council Member Drake, to approve the Williamson Law Book Proposal dated August 21, 2023 for new employee training; not to exceed \$1,750. Council Members Drake, Zittel & Krzemien; Supervisor Drozd, voting aye; Council Member Snyder, excused. Carried.

ITEM #4 FEEDMORE WNY AGREEMENT

FeedMore WNY has been in contact with the Town and would like to use the Concord Senior Center as a location to park a Farm Market truck, once a month for about an hour, and sell food to the general public at a reduced price. This would be at no cost to the Town. Senior Director Eschborn will coordinate the dates with the organization; will not come on Thursdays because the DMV is at the Senior Center that day. Supervisor Drozd noted that the Farm Market truck would probably only come to the Town a couple of times this year since it is already Fall. Motion by Council Member Krzemien, seconded by Council Member Zittel, to authorize Supervisor Drozd to sign the FeedMore WNY Memorandum of Understanding Farm Market Program Agreement. Council Members Drake, Zittel & Krzemien; Supervisor Drozd, voting aye; Council Member Snyder, excused. Carried.

ITEM #5 SYI AGREEMENT

After the August 10th, 2023, Town Board Meeting, the members were provided with the draft copy of the Youth Recreation Program Management Agreement. The members had general discussion about the terms of the Management Agreement. A vote will not be taken on its approval at this meeting since Council Member Snyder is not present.

ITEM #6 BENSLEY CENTER SIGN

Supervisor Drozd advised that Deputy Highway Supt. Heim picked up the new sign for the Bensley Center. Since the Chamber of Commerce has disbanded, the sign needed to be replaced because the old one contained their information.

ITEM #7 SENIOR CENTER – SCANNING

Supervisor Drozd advised that Erie County has started a program that will allow residents to scan in for meals and activities. Senior Director Eschborn will be following up on this program; it is being utilized in Aurora and Orchard Park. There would be no cost to the Town.

ITEM #8 MOTION TO ADJOURN

Motion by Council Member Drake, seconded by Council Member Zittel, and passed unanimously, to adjourn the meeting at 5:52 p.m.



Darlene G. Schweikert
Town Clerk