



# Town of Porter

## Town Board Meeting

~ Minutes ~

3265 Creek Road  
Youngstown, NY 14174

[TownofPorter.Net](http://TownofPorter.Net)

Gail Zachary

Tuesday, October 11, 2011

7:00 PM

Town Hall Auditorium

### I. Call to Order

7:00 PM Meeting called to order on October 11, 2011 at Town Hall Auditorium, 3265 Creek Rd., Youngstown, NY.

Attendee Name	Organization	Title	Status	Arrived
Mert Wiepert	Town of Porter	Supervisor	Absent	
Thomas Baia	Town of Porter	Deputy Supervisor	Present	
Larry White	Town of Porter	Councilman	Present	
Jeff Baker	Town of Porter	Councilman	Present	
Joe Fleckenstein	Town of Porter	Councilman	Present	
Dave Britton	Town of Porter	Engineer	Present	
Gail Zachary	Town of Porter	Town Clerk	Present	
Mike Dowd	Town of Porter	Attorney	Present	
Norm Ault	Town of Porter	Bookkeeper	Present	
Roy Rogers	Town of Porter	Code Enforcement Officer	Absent	
Scott Hillman	Town of Porter	Highway Superintendent	Present	
Susan Driscoll	Town of Porter	R. P. Appr Tech - Trainee	Absent	

### II. Public Portion

### III. Resolutions/Reports

#### 1. Resolution 2011-109

#### Minutes Approval

Motion to approve the minutes of the September 12, 2011 regular meeting and the September 16, 2011 work session of the Porter Town Board.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jeff Baker, Councilman
<b>SECONDER:</b>	Larry White, Councilman
<b>AYES:</b>	Thomas Baia, Larry White, Jeff Baker, Joe Fleckenstein
<b>ABSENT:</b>	Mert Wiepert

## 2. Resolution 2011-110

**Payment of Audited Vouchers**

Motion to approve the vouchers, as audited.

**TOWN OF PORTER**

**WARRANT: POST AUDIT - SEPT 2011 9/30/11**

<b>FUND 01</b>	6,933.70
<b>FUND 02</b>	63.86
<b>FUND 04</b>	61.63
<b>FUND 06</b>	182.27
<b>FUND 07</b>	1,160.77
<b>FUND 33</b>	115.08
<b>TOTAL</b>	<u><b>8,517.31</b></u>

**VOUCHER 'S 15843 THRU 15862**

**WARRANT: # 10 OCTOBER, 2011 10/11/11**

<b>FUND 01</b>	8,580.13
<b>FUND 02</b>	39,412.47
<b>FUND 03</b>	136.45
<b>FUND 04</b>	75,951.02
<b>FUND 06</b>	55,679.69
<b>FUND 07</b>	2,131.18
<b>FUND 10</b>	815.49
<b>FUND 33</b>	72.69
<b>TOTAL</b>	<u><b>182,779.12</b></u>

**VOUCHER 'S 15863 THRU 15949**

**191,296.43**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Larry White, Councilman
<b>SECONDER:</b>	Joe Fleckenstein, Councilman
<b>AYES:</b>	Thomas Baia, Larry White, Jeff Baker, Joe Fleckenstein
<b>ABSENT:</b>	Mert Wiepert

## 3. Report 2011-147

**Town Clerk**

September 2011 Revenue

Water: \$46,027.18

Sewer: \$ 4,194.29

Licenses and Fees: \$ 1,307.56

S P C A Contacts

**RESULT: REPORT ISSUED**

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**4. Report 2011-148**

**2012 Tentative Budget**

The 2012 Tentative Budget was presented to the Porter Town Board October 03, 2011 for their review.

**RESULT: REPORT ISSUED**

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**5. Report 2011-146**

**Supervisor**

- Supervisor's Monthly Report for September, 2011 was distributed to all Town Board members.
- Resolution to accept the Supervisor's Monthly Report for September, 2011.
- August Sales Tax \$86,425.45. We are up \$10,685.16 for 2011.
- Resolution to change to Independent Health hospitalization insurance effective November 1<sup>st</sup>, 2011

The resolution to accept Independent Health was withdrawn. The board members

wanted to discuss the policy in more detail rather than pushing it through without more information as to from where the money will be taken within this budget.

**RESULT:      REPORT ISSUED**

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**6. Resolution 2011-111**

**Acceptance of Supervisor's Report**

Motion to accept the Supervisor's September 2011 Report.

**RESULT:      ADOPTED [UNANIMOUS]**  
**MOVER:**      Jeff Baker, Councilman  
**SECONDER:**   Larry White, Councilman  
**AYES:**        Thomas Baia, Larry White, Jeff Baker, Joe Fleckenstein  
**ABSENT:**      Mert Wiepert

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**7. Resolution 2011-112**

**Employee Health Insurance**

Resolution that the Town of Porter change from Blue Cross/Blue Shield to Independent Health as the insurance provider for their employees.

**RESULT:      WITHDRAWN**

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**8. Resolution 2011-114**

**Highway Clerk/Part Time**

Resolution to hire Charmayne Pollow as the part time highway clerk at \$11.65 per hour,

effective September 26, 2011.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jeff Baker, Councilman
<b>SECONDER:</b>	Joe Fleckenstein, Councilman
<b>AYES:</b>	Thomas Baia, Larry White, Jeff Baker, Joe Fleckenstein
<b>ABSENT:</b>	Mert Wiepert

9. Report 2011-149

**Supervisor's Assistant**

Bookkeeper's Monthly Report - September 2011

Completed processing all September 2011 Vouchers & Journal Entries.

Prepared Supervisor's Monthly Report for September 2011 and distributed it to the Supervisor & Town Board members.

Completed bi-weekly & monthly payrolls.

Completed check registers for all check payments.

Continued maintaining the town web page.

Submitted Tentative 2012 Budget

<b>RESULT:</b>	<b>REPORT ISSUED</b>
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10. Report 2011-160

**Justice Fines**

JUSTICE FINES 2011

01-1000.2610

**GROSS**

**NET**

	<u>REVENUE</u>	<u>DISTRIBUTION</u>	<u>REVENUE</u>
JANUARY	5,049.50	(3,607.50)	1,442.00
FEBRUARY	5,755.00	(3,345.00)	2,410.00
MARCH	3,915.00	(1,775.00)	2,140.00
APRIL	5,817.25	(1,838.50)	3,978.75
MAY	4,928.00	(2,231.00)	2,697.00
JUNE	4,955.00	(1,970.00)	2,985.00
JULY	5,988.50	(2,694.50)	3,294.00
AUGUST	6,325.00	(2,370.00)	3,955.00
SEPTEMBER			0.00
OCTOBER			0.00
NOVEMBER			0.00
DECEMBER			0.00
	<u>42,733.25</u>	<u>(19,831.50)</u>	<u>22,901.75</u>

<b>RESULT:      REPORT ISSUED</b>
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11. Report 2011-152

Assessor

# Town of Porter Assessor's Office

3265 Creek Road  
 Youngstown, NY 14174

## Monthly Report

Barbara J. Oaks, Acting Assessor

RE: September, 2011

1. Completed monthly inspections for verification of sales and completion of all building projects.
2. Processed monthly sales transfers and splits.
3. Working with state to add or eliminate sales based on validity to help determine equalization rate
4. Filed budget requests.
5. Worked with property owners to answer questions regarding school tax bills.
6. Attended a meeting on the impact of 2% cap on taxes and exemptions.
7. Continued to train Susan in all aspects of assessing.

**RESULT:      REPORT ISSUED**

**12. Report 2011-150**

**Building Inspector/Code Enforcement Officer**

**September Building Permits**

<u>Doc #</u>	<u>Date</u>	<u>Owner</u>	<u>Type</u>	<u>Address</u>	<u>Valuation</u>	<u>Amt.</u>
058-11	9/2	Mark Herbst	Single Family Res.	2137C Lake Rd	110,000	800
059-11	9/2	Nicholas Cristiano	Porch	843 Lockport Rd	9,650	25
060-11	9/7	Richelle Krupa	Garage	761 Blairville Rd	3,000	50
061-11	9/15	James Eismueller	Pole Barn	3735 River Rd	20,000	50
062-11	9/19	Brian Aiduk	Single Family Res.	3337 Creek Rd	135,000	800
063-11	9/21	Frank Pallone	Single Family Res.	3111 Dickersonville	119,000	300
064-11	9/26	Jaysen Bryk	Shed	3914 Calkins Rd	3,190	25

065-11	9/28	Jaysen Bryk	In Ground Pool	3914 Calkins Rd	30,000	50	
					<b>Sept Total</b>	<b>429,840</b>	<b>2,100</b>
					<b>Y T D Total</b>	<b>1,977,615</b>	<b>5,875</b>

**BUILDING DEPARTMENT REPORT: Month September 2011**

- Building permits issued as per the report.
- Periodic progress inspections on ongoing construction projects throughout the Town.
- Prepared materials for the Planning Board and Zoning Board of Appeals.
- Attended Town Board and Planning Board meetings.
- Pursued numerous Zoning code violations and issued to the Supervisor "Complaints Report" for the month of September 2011.
- Attended mandatory training for State Code Enforcement Officers.

<b>RESULT:      REPORT ISSUED</b>
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**13. Report 2011-151**

**Highway**

10/11/2011

**Department of Public Works  
Monthly Report for September 2011**

**Highway Department:**

1. Completed monthly brush pickup.
2. Continuing Roadside mowing
3. Completed Oil seal on Lutts and Braley Roads with assistance from the Town of Pendleton and Wilson.
4. Final road centerline striping is completed.
5. Completed the edge work on Lutts Rd. with assistance from Town of Cambria.
6. Provided trucks to the Town of Pendleton for their oil sealing projects.

7. Completed pipe installation on Blairville Rd.

**Drainage Department:**

1. Mowing is approximately 90% complete.

**Water and Sewer Department:**

1. Completed monthly meter readings.
2. The ISO has completed its inspection of the Ransomville Fire District along with its evaluation of the water system in that area of the town . The inspector noted vast improvements since the 1992 inspection. His report will be issued sometime in November.
3. We are working on the inspection and winterization of all fire hydrants.

**PESH Inspection:**

PESH has completed its inspection of the highway garage. 2 deficiencies were corrected during the inspection. A consultant from the DOL will be at the garage on Wednesday October 12 to help establish a Lockout/Tag out program and advise on a PPE Assessment program.

**RESOLUTIONS:** I have been advised by the vendor that the new medium duty truck should be delivered within the next 30 days. I need a board resolution to declare the 1999 International truck as surplus equipment. The Village of Youngstown has expressed an interest in purchasing the truck I will need the board to set the purchase price. The trade value is \$8000.00 to \$12000.00. The truck will be sold in as is condition with plow/wing and salt spreader.

**Meeting with Senator Maziarz:**

The highway superintendents from Niagara and Orleans Counties met with Senators Maziarz and Fucillio. Senator Fucillio is head of the senate transportation committee. We discussed future CHIPS funding and shared services involving the NYSDOT.

Senator Fucillio stated that CHIPS Funding will probably be maintained at the 2011 level in the 2012 budget. He and Senator Maziarz are working to continue and increase that funding. He also stated that he will be discussing our comments with the DOT Commissioner.

Respectfully submitted,

*Scott B. Hillman*  
Superintendent of Highways

<b>RESULT:      REPORT ISSUED</b>
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**14. Resolution 2011-113****Surplus Equipment**

Resolution declaring the 1999 International truck with plow/wing and salt spreader as surplus equipment in the amount of \$8,000.00 to the Village of Youngstown; otherwise, it will go for auction.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Joe Fleckenstein, Councilman
<b>SECONDER:</b>	Jeff Baker, Councilman
<b>AYES:</b>	Thomas Baia, Larry White, Jeff Baker, Joe Fleckenstein
<b>ABSENT:</b>	Mert Wiepert

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**15. Report 2011-153****Engineer****Engineering (October)**

- For the month of September, CRA completed a site plan review for the construction of a residential structure on a single lot and completed a couple of drainage reviews for minor subdivision requests.
- Prepared a detailed construction cost estimate for the roadway extension of Riverview Drive to Blairville Road.

**Engineering Support (future)**

**Cast iron pipe waterline replacement project:** prepared conceptual drawings and cost estimate to replace the balance of the 6-inch cast iron pipe in the system and restore condition of 12 inch along River Road. Estimate and drawings have been submitted to the Town Board, Scott Hillman, and Rotella Grant Management. Next Step is to proceed with SEQR determination and preliminary design.

**Hydraulic Water Model:** Developed and submitted a scope of work and engineering estimate (10k) to prepare a town-wide water model for purposes of capital planning and determining the need/ sizing of a new water tank(s).

**Water Tank rehabilitation:** Developed a budgetary cost estimate to replace the existing water tank in Ransomville. The estimate was based upon replacement in kind. Water tank literature and estimate have been submitted to the Town Board, Scott Hillman, and

Rotella Grant Management.

<b>RESULT:      REPORT ISSUED</b>
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**16. Report 2011-154**

**Attorney**

report

<b>RESULT:      REPORT ISSUED</b>
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**17. Report 2011-155**

**Grant Writer**

**Grants Status Report:**

**Greenway Master Plan Project (2009):** Wendel has completed the final draft of the Recreational Plan. This draft will be reviewed on October 12<sup>th</sup> at the next POL Committee meeting. We are currently planning on making our recommendations and to the Town Board for the November Town Meeting. A public informational meeting will be schedule for that meeting as well.

**NYS Parks:** We have started the NEW CFA grant application and will review the actual project as we complete the master plan. More details will follow. Project Budget not to exceed \$800,000 with 50% grant (\$400,000). Resolution is requested for this project. Please see the CFA information below). Grant due date is October 31<sup>st</sup>.

**Multi-Modal Grant (CFA):** We are also working on Youngstown Estates Road Extension which is also due October 31<sup>st</sup>. A budget of \$900,000 will be submitted. More details will follow.

**Water Tower Project GIGP Grant:** The parameters of this grant have changed and we are working with the grantor on new requirements and we will advise the status in our next report. If the project does qualify, then the grant will be submitted for this round of the CFA

**CFA:** As you know, the newly formed Regional Economic Development Councils have announced the availability of the online Consolidated Funding Application (CFA) which will now be used to

submit projects for potential grant funding under a multitude of funding sources.

Through the use of the new CFA, New York State is currently soliciting grant applications for economic development projects. Funding is currently available for the following types of projects:

[Affordable Housing](#)  
[Community and Waterfront Revitalization](#)  
[Direct Assistance to Businesses](#)  
[Energy and Environmental Improvements](#)  
[Low-Cost Financing](#)  
[Municipal/Public Infrastructure](#)  
[Parks, Historic Preservation and Heritage Areas](#)  
[Sustainability Planning Assistance](#)  
[Transportation Infrastructure](#)  
[Workforce Development](#)

<b>RESULT:      REPORT ISSUED</b>
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#### 18. Report 2011-156

##### Porter-On-The-Lake

The Porter-on-the-Lake Master Plan sub-committee will be meeting on Wednesday, October 12th @ 10:00 AM in the Porter Town Hall to review the final draft presented by Wendel Engineering. If this draft is acceptable to the sub-committee and the full committee, recommendations will be made to the Town Board at the November 14th Board meeting.

<b>RESULT:      REPORT ISSUED</b>
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#### 19. Report 2011-157

##### Correspondance

No correspondence to report

**RESULT: REPORT ISSUED**

**20. Report 2011-158**

**Calendar of Events**

Town-Wide Tire Day	Saturday, October 29, 2011, 8:00AM - 2:00PM. Ransomville Fire Hall
Planning Board	Thursday, November 3 @ 7:00 pm
Town Board meeting	Monday, November 14, 2011@ 7:00 pm
Town Hall Closed	Tuesday, November 8 <sup>th</sup> - Election Day
Town Hall Closed	Friday, November 11 <sup>th</sup> - Veterans Day
Town Hall Closed	Thursday, November 24 <sup>th</sup> , Thanksgiving
Town Hall Closed	Friday, November 25 <sup>th</sup> Thanksgiving

As in the past, The Town of Porter and the Village of Youngstown will hold Halloween hours, from 5 pm until 7:30 pm, October 31, 2011.

**RESULT: REPORT ISSUED**

**21. Resolution 2011-115**

**Wind Turbines**

Resolution authorizing the Town Supervisor to go out for bids for the construction of four (4) 130' wind turbines; two (2) with guy wires on the Town's Balmer Road site and two (2) stand-alones to be placed in the southeast corner of the highway garage site, Braley Road.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Joe Fleckenstein, Councilman
<b>SECONDER:</b>	Jeff Baker, Councilman
<b>AYES:</b>	Thomas Baia, Larry White, Jeff Baker, Joe Fleckenstein
<b>ABSENT:</b>	Mert Wiepert

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## 22. Report 2011-159

### Town Board Comments

Councilman Baia asked the press to remind boat, trailer and RV owners that the time limit of October 31 is approaching when seasonal vehicles must be stored elsewhere.

The Board will donate \$200.00 to the Ransomville Fire Company for prizes, for each age group, at their annual Halloween party on October 31, 2011.

With no further business to discuss the regular meeting of the Porter Town Board was adjourned at 7:35 p.m.

Gail Zachary

<b>RESULT:</b>	<b>REPORT ISSUED</b>
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