



Town of Porter

Town Board Meeting

3265 Creek Road
Youngstown, NY 14174

TownofPorter.Net

~ Minutes ~

Barb Dubell
716-745-3730

Monday, December 14, 2015

7:00 PM

Town Hall Auditorium

I. Call to Order

7:00 PM Meeting called to order on December 14, 2015 at Town Hall Auditorium, 3265 Creek Rd., Youngstown, NY.

Attendee Name	Organization	Title	Status	Arrived
Mert Wiepert	Town of Porter	Supervisor	Present	
Larry White	Town of Porter	Deputy Supervisor	Present	
Thomas Baia	Town of Porter	Councilman	Present	
Jeff Baker	Town of Porter	Councilman	Present	
Joe Fleckenstein	Town of Porter	Councilman	Present	
Barb Dubell	Town of Porter	Town Clerk	Absent	
Kara Hibbard	Town of Porter	Deputy Town Clerk	Present	
Mike Dowd	Town of Porter	Attorney	Absent	
Scott Hillman	Town of Porter	Highway Superintendent	Present	
Roy Rogers	Town of Porter	Code Enforcement Officer	Present	
Susan Driscoll	Town of Porter	Assessor	Present	
Norm Ault	Town of Porter	Bookkeeper	Present	
Bernie Rotella	Town of Porter	Grant Writer	Present	

II. Public Hearing

1. Report 2015-213

Public Hearing

The Town of Porter will hold a Public Hearing on Monday, December 14, 2015 @ 7:00 PM to hear Public input concerning the rescinding of the 2014 Local Law 2014-71, which authorized the sale and service of garden/farm equipment.

RESULT: REPORT ISSUED

2. Resolution 2015-110

Resolution to Close the Public Hearing

Resolution to close the Public Hearing

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jeff Baker, Councilman
SECONDER:	Thomas Baia, Councilman
AYES:	Wiepert, White, Baia, Baker, Fleckenstein

3. Resolution 2015-111

Resolution to Rescind Local Law 2014-71

Resolution

RESULT:	TABLED [UNANIMOUS]	Next: 1/11/2016 7:00 PM
MOVER:	Mert Wiepert, Supervisor	
SECONDER:	Jeff Baker, Councilman	
AYES:	Wiepert, White, Baia, Baker, Fleckenstein	

III. Reports/Resolutions

1. Report 2015-212

Public Comments

Bill Dean: 2395 Lake Road, wanted to know if the zoning and planning boards voted unanimously to rescind the local law. Wanted to know what the board was going to do about the Ag & Market letter he provided to the board members regarding McCabe not meeting the definition of "farm operation". Where has Kyle Andrew been, he's always missing.

Supervisor Wiepert: Yes, the vote was unanimous. The board hasn't had time to review the letter regarding McCabe.

Councilman Fleckenstein: Where are we in regards to McCabe's commercial activity?

Inspector Rogers: Stated that it is in the courts right now. Every time McCabe does commercial activity he will cited for it.

Fredericka Dean: In 2010 the zoning book was rewritten, the original law that was put into effect was not adhered to; she wants the local law rescinded.

Cliff Truesdale: Will the people be given tax breaks if the law is rescinded?

Councilman Fleckenstein: Property values will not drop because we are rescinding a local law.

Vicky Berman: Can't sell her home because of the activity going on at the McCabe residence.

Norm Swann: I want to know how long this water & sewer dispute is going to go on with the village? Are we moving Recreation into the red brick school, because Kathy Zasucha has nowhere else to go? Why can't the two boards get along?

Councilman Fleckenstein: We've met with the village board four times on the sewer issue and we're not getting anywhere. They won't talk because they feel that they are owed money from the town, it goes back 15 years.

RESULT: REPORT ISSUED

2. Resolution 2015-101

Minutes Approval

Resolution to approve the minutes of the November 9th regular meeting of the Porter Town Board and the special meeting held on November 16th with the Zoning Board, Planning Board and the Town Board, and the Work session on November 23rd to set the public hearing.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Thomas Baia, Councilman
SECONDER: Larry White, Deputy Supervisor
AYES: Wiepert, White, Baia, Baker, Fleckenstein

3. Resolution 2015-102

Audited Vouchers

Resolution to approve the vouchers as audited by the Porter Town Board.

TOWN OF PORTER

WARRANT:		POST AUDIT - NOV., 2015	11/30/15
FUND	01	10,328.14	
FUND	02	68.45	
FUND	04	6,312.23	
FUND	06	1,958.69	
FUND	07	608.18	
FUND	28		
FUND	36		
TOTAL		<u>19,275.69</u>	
VOUCHER 'S	21619	THRU 21621	
WARRANT:	#12	DECEMBER, 2015	12/14/15
FUND	01	25,161.26	

FUND	02	29,206.93
FUND	04	21,326.18
FUND	06	930.44
FUND	07	45,396.81
FUND	10	876.73
FUND	36	525.00
TOTAL		<u>123,423.35</u>
VOUCHER 'S	21622	THRU 21701
	TOTAL	<u>142,699.04</u>

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry White, Deputy Supervisor
SECONDER:	Joe Fleckenstein, Councilman
AYES:	Wiepert, White, Baia, Baker, Fleckenstein

4. Report 2015-198

Town Clerk

Water	\$23,595.68
Sewer	\$41,173.99
Clerks Fees	\$ 631.18

RESULT:	REPORT ISSUED
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5. Report 2015-210

Supervisor's Report

Supervisor's Monthly Report for November, 2015 was distributed to all Town Board members.

Resolution to accept the Supervisor's Monthly Report for November, 2015

October Sales Tax: \$103,522.46. The Town is down \$77.95 compared to October 2014 year to date.

The second installment of mortgage tax monies for 2015 is \$52,285.50.

RESULT:	REPORT ISSUED
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6. Resolution 2015-103**Acceptance of Supervisor's Report**

Resolution to accept the November 30th , 2015 Supervisor's Report

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Thomas Baia, Councilman
SECONDER:	Jeff Baker, Councilman
AYES:	Wiepert, White, Baia, Baker, Fleckenstein

7. Report 2015-199**Bookkeeper**

Bookkeeper's Monthly Report - November, 2015

Completed processing all November, 2015 Vouchers & Journal Entries.

Prepared Supervisor's Monthly Report for November, 2015, and distributed it to the Supervisor & Town Board members.

Completed bi-weekly & monthly payrolls.

Completed check registers for all check payments.

Working on year end meeting and organizational meeting agendas.

Need to set December 29 at 3:00 PM for the year end meeting and January 4th, 2016 at 3:00 PM for the organizational meeting. All re-elected officials will be sworn-in at this time.

RESULT:	REPORT ISSUED
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8. Resolution 2015-104**Set Meetings**

Resolution to set the Year-End meeting for Tuesday, December 29th at 3:00 and the 2016 Organizational Meeting for January 4th, 2016 at 3:00 PM.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jeff Baker, Councilman
SECONDER:	Larry White, Deputy Supervisor
AYES:	Wiepert, White, Baia, Baker, Fleckenstein

9. **Report 2015-200**

Recreation

TO: Town of Porter Town Board

FROM: Recreation Commission

DATE: December 1, 2015

RE: November 2015 Recreation Report

- Tai Chi continues on Tuesday mornings and Yoga continues on Wednesday evenings.
- Story Hour continues at the Youngstown Library on Tuesdays and the Ransomville Library on Wednesdays.
- We request that Amy Freiermuth be re-appointed by the Town Board to a 7 year term as a Recreation Commissioner. Her term currently expires December 31, 2015.
- The following re-appointments for 2016 were approved by the Commission:

Kathy Zasucha, Recreation Director

Andy Sharpe, Assistant Recreation Director

Sharon Rugg, Story Hour Director

Amanda Shackelford, Assistant Story Hour

Heidi Lauger, Assistant Story Hour

Lisa Hastings, Secretary/Treasurer

Amy Freiermuth, Chairman

Gail Zachary, Vice-Chairman

- We are currently looking to fill the Recreation Commissioner vacancy; we hope to have this filled in January.

- We are currently planning for our 2016 programs. We anticipate expanding both the Recreation and Story Hour programs.
- We will not be meeting in December. Our next meeting will be Monday, January 4, 2016 at 7:00pm.

RESULT:	REPORT ISSUED
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10. Resolution 2015-105

Recreation Commission Appointments for 2016

Resolution to re-appoint Amy Freiermuth to a 7 year term as a Recreation Commissioner. Her term currently expires December 31, 2015.

- The following re-appointments for 2016 were approved by the Commission:

Kathy Zasucha, Recreation Director

Andy Sharpe, Assistant Recreation Director

Sharon Rugg, Story Hour Director

Amanda Shackelford, Assistant Story Hour

Heidi Lauger, Assistant Story Hour

Lisa Hastings, Secretary/Treasurer

Amy Freiermuth, Chairman

Gail Zachary, Vice-Chairman

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Thomas Baia, Councilman
SECONDER:	Jeff Baker, Councilman
AYES:	Wiepert, White, Baia, Baker, Fleckenstein

11. Report 2015-201

Assessor

ASSESSOR'S REPORT

NOVEMBER 2015

- Processed October deed transfers
- Prepared and transferred 2016 roll to County for January Town and County tax bill preparation
- Attended Niagara County Assessor’s Association meeting in Wilson
- Attended annual Proserve seminar in Getsville
- Prepared and distributed Star Enhanced recipient notices for residents enrolled in the Income Verification Program, whom the State was either unable to verify income or whom were denied the exemption.
- Received Youngstown resident for informal review of taxable assessed value.

RESULT:	REPORT ISSUED
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12. Report 2015-202

Building Inspector/Code Enforcement Officer

NOVEMBER

TOWN OF PORTER

No.	Date	Owner	TYPE	LOCATION	VALUE	FEE
085-15	10/30	M. TRUNZO	SHED	541 LAKE	5,100	25
086-15	11/2	E.E.P.	ALT	3781 RIVER RD	8,500	50
087-15	11/4	UMH MELROSE	S F R	999 BALMER	44,000	300
088-15	11/4	A TRACY	SHED	2547 LAKE	7,000	25
089-15	11/4	UMH MELROSE	S F R	999 BALMER	49,000	300
090-15	11/10	M GILLIS	DECK	2995 ORCHARD	2,300	25
091-15	11/16	D WANNICKI	S.P.	2151 LAKE	19,400	50
092-15	11/30	J BELLONTE	SHED	3927 RIVER RD	3,200	25
		S.P.-SOLAR PANAL		MONTHLY	138,500	800
				Y-T-D	2,080,075	6,975

BUILDING DEPARTMENT REPORT - November 2015

- Building permits issues as per the report
- Periodic progress inspections on ongoing construction projects throughout the Town
- Prepared materials for and attended the Planning meeting
- Pursued Zoning code violations and issued the Supervisor ‘Complaints Report’ for the month of November 2015
- Completed Census building reports

- Reviewed CWM application for site plan review
- Prepared and reviewed Niagara County Hazardous Mitigation Plans
- Attended meeting with Dollar General Contractors

The Dollar General in Ransomville is almost completed, they are looking to open the third week of January 2016.

RESULT:	REPORT ISSUED
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13. Resolution 2015-100

Soil Removal

Resolution authorizing Michael McCabe to remove surplus soil left after digging a pond on his property at 2384 Lake Road.

RESULT:	TABLED [UNANIMOUS]	Next: 1/11/2016 7:00 PM
MOVER:	Larry White, Thomas Baia	
SECONDER:	Jeff Baker, Councilman	
AYES:	Wiepert, White, Baia, Baker, Fleckenstein	

14. Report 2015-203

Justice

JUSTICE 01-1000.2610
FINES 2015

	<u>GROSS REVENUE</u>	<u>DISTRIBUTION</u>	<u>NET REVENUE</u>
JANUARY	4,638.50	(2,753.50)	1,885.00
FEBRUARY	5,097.50	(2,752.50)	2,345.00
MARCH	3,352.00	(970.00)	2,382.00
APRIL	3,521.00	(1,314.00)	2,207.00
MAY	4,605.00	(2,045.00)	2,560.00
JUNE	4,363.50	(2,353.50)	2,010.00
JULY	7,229.00	(2,968.00)	4,261.00

AUGUST	5,591.00	(2,403.00)	3,188.00
SEPTEMBER	5,349.50	(2,369.50)	2,980.00
OCTOBER	4,011.50	(1,023.50)	2,988.00
NOVEMBER			0.00
DECEMBER			0.00
	47,758.50	(20,952.50)	26,806.00

RESULT:	REPORT ISSUED
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15. Report 2015-204

Highway

12/14/2015

Department of Public Works

Monthly Report for November 2015

Highway Department:

1. Called out to plow and salt 1 time.
2. Received 200 ton of Pre Mixed Salt.
3. Completed final round of roadside mowing.
4. Completed clean out of all receivers and flushing of all storm drain line in Ft. Niagara Beach subdivision with assistance from the Town of Newfane Sewer Vac/Jet truck.
5. Completed installation of Holiday Wreaths and Banners in Ransomville with assistance from the Town of Wheatfield bucket truck.

Water and Sewer Department:

Completed monthly meter reading.

1. Completed winterization of all fire hydrants.
2. Completed repairs to a water main break on Meadow Drive.

POTL:

1. The new swing sets have been installed.

NYSDOT Shared Services Contract

I have received a request from NYSDOT to enter into a shared services contract. The agreement allows the town and DOT to legally share equipment and materials. A copy has been forwarded to the attorney for his review.

Waste Wood Chipping and Grinding Contract

I have prepared a contract for waste wood reduction. A copy has been provided to the attorney for his review. I will need a board resolution to solicit bids on the contract.

Laundry and Uniform Services Contract

Our current contract will expire in February 2016. Will need board approval to solicit bids for the service. A copy of the proposed contract has been submitted to the attorney for his review.

Youngstown/Wilson Road Bridge

The County has completed the project and the bridge has been reopened to traffic.

Respectfully submitted,

Scott B. Hillman

Superintendent of Highways

RESULT:	REPORT ISSUED
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16. Resolution 2015-106

NYSDOT Shared Services Contract

SHARED SERVICES AGREEMENT

Between

NYSDOT and _____

THIS AGREEMENT, dated _____, 201_, is between the People of the State of New York, hereinafter referred to as "State" or "NYSDOT" and the hereinafter referred to as "Municipality." Pursuant to Section 99 r of the General Municipal Law, the State and the Municipality wish to share services, exchange or lend materials or equipment which shall promote and assist the maintenance of State and Municipal roads and highways and provide a cost savings by maximizing the effective utilization of both parties' resources. The State and the Municipality agree to share services as follows:

- I. Description and Cost of Services, Materials or Equipment to be shared: Provide details of the services, materials or equipment to be shared in the attached standard Schedule A. The total amount of the agreement shall not exceed ten thousand dollars (\$10,000.00). If applicable, indicate that the return exchange will be determined at a later date.
2. The Provider's employees shall remain under full supervision and control of the Provider. The parties shall remain fully responsible for their own employees for all matters, including but not limited to, salary, insurance, benefits and Workers Compensation.
3. If the borrowed machinery or equipment is damaged or otherwise needs repair arising out of or in connection with the Recipient's use, the Recipient shall be responsible for such repairs.

- 4. The Municipality agrees to indemnify the State for any and all claims arising out of the Municipality's acts or omissions under this Agreement.
- 5. The term of this Agreement shall be for one (1) year. The parties will endeavor to provide no less than thirty (30) days' notice of its intent to extend the Agreement. Either party may revoke this Agreement by providing sixty (60) days written notice of such revocation. Upon revocation, any outstanding obligations of the parties must be satisfied within thirty (30) days of the date of such revocation.

NYSDOT -Region_

MUNICIPALITY

By:

Date:

By:-Date:_____

Resident Engineer-_____County

_____Highway Superintendent

NYSDOT -Region_

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By:_____Date:_____ Regional Director of Operations

**SCHED
ULE A**

NYSDOT

Description of services, materials, or equipment (Check All that apply) to be shared: To be determined

Estimated Cost/Value of Service Equipment Materials (Check All that apply): To be determined

Total NYSDOT Cost/Value: equal to that received from the Municipality and less than \$1,000,000

MUNICIPALITY

Description of services, materials, or equipment (Check All that apply) to be shared: To be determined

Estimated Cost/Value of Service Equipment Materials (Check All that apply): To be determined

Total MUNICIPALITY Cost/Value: Equal to that received from NYSDOT and less

than \$10,000:00 .

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jeff Baker, Councilman
SECONDER:	Larry White, Deputy Supervisor
AYES:	Wiepert, White, Baia, Baker, Fleckenstein

17. Resolution 2015-109

Waste Wood Chipping & Grinding Contract

PROPOSAL

Gentleman:

The bidder submits this proposal in compliance with your invitation for bids, to grind a total of approximately cubic yards of brush per year. The bidder has examined the Scope of Work and has viewed the work site in the Town of Porter upon which to perform the proposed work and being familiar with all of the conditions surrounding the proposed project including the availability of equipment and labor, hereby proposes to furnish all labor and equipment to complete the project in accordance with the contract documents at the unit price stated below and for the contract length set forth in the Scope of Work. This price is to cover all expenses incurred in performing the work required under the contract document of which this proposal is a part.

All bids must be mailed or hand delivered prior to the bid opening at 10:00 am on 2016 at the Town of Porter Town Clerk’s Office 3265 Creek Road, Youngstown, New York 14174

ALL BIDS MUST BE CLEARLY MARKED ON THE OUTSIDE OF THE ENVELOPE:
“CHIPPING OF BRUSH FOR THE TOWN OF PORTER”

BRUSH CHIPPING:

The bidder shall furnish all labor and equipment necessary to complete the work set forth in the Scope of Work.

Price Per Cubic Yard_____

Respectfully submitted,

By_____Title
Business Address:_____

Phone: _____

CONTRACT DOCUMENTS FOR GRINDING AND CHIPPING OF WASTE WOOD

The Town of Porter is seeking quotations for the grinding and / or removal of the yard waste stockpile at its recycling area on Balmer Road. The yard waste material consists of tree limbs, trunks, stumps, brush, wood chips and other plant material. The Contractor will furnish all labor, material and equipment necessary to load, grind, haul and dispose of the material to the acceptance of the Town. The Contractor will also satisfy the insurance requirements of the Town of Porter.

SCOPE OF WORK

The prospective bidders are to submit a Cubic Yard Price to grind the waste wood delivered to the site, selected by and under the control of the Town of Porter.

The bidder is to note that the brush will be delivered as it is collected by the Town of Porter. Brush is to be chipped on site and removed with a portion to be determined by the Superintendent of Highways to be left on site for town usage.

The amount of brush ect. From January to December is estimated at cubic yards. The successful bidder will be required to enter into a contract from January 2016 to continue said contract for a three (3) year period through December 2018.

Prevailing Wage:

The contractor specifically agrees as required by the Labor Law, that the wages (including supplements) paid for a legal day's work shall be not less than the prevailing rate of wages (including supplements) as defined by the Labor Law of New York State.

Each contractor submitting a quote (on the supplied quote form) shall include a statement of qualifications including equipment, personnel and references for similar work. References shall include client, contact person for the client and telephone number for the contact. Any resulting contract will be subject to negotiation and Town Board approval of language. Quotes will be evaluated on a combination of qualifications, services to be provided and cost as it best benefits the Town of Porter.

Quotes to remain valid for sixty (60) days, the Town of Porter reserves the right to reject any and or all quotes.

Additions to Brush Grinding Bid:

1. All hardwood logs must be chipped or set aside for resale by the Town of Porter. Resale or hauling off site by the contractor will be violating the contract.
2. The Highway Superintendent reserves the right to cancel the contract at anytime for violations or deviations from the contract.
3. Grinding should be done in a timely manner after it is requested by the Highway Superintendent. The entire contents must be chipped and removed from the site no less than two (2) times per calendar year.
4. No stumps or other organic material shall be left on site at the conclusion of the contract unless approved by the Highway Superintendent.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joe Fleckenstein, Councilman
SECONDER:	Jeff Baker, Councilman
AYES:	Wiepert, White, Baia, Baker, Fleckenstein

18. Resolution 2015-107**Laundry & Uniform Services Contract**

NOTICE TO BIDDERS
TOWN OF PORTER

PLEASE TAKE NOTICE THAT, sealed proposals for the furnishing, supplying, and laundering of town employee uniforms, floor mats, and related items will be received by the Town of Porter Town Clerk at the Town of Porter Town Hall, 3265 Creek Road, Youngstown, New York 14174, until 2:30 p.m., on December , 2015, at which time and place bids will be publicly opened and read.

Specifications, proposal forms and other contract documents are available at the Town of Porter Town Clerk's Office, 3265 Creek Road, Youngstown, New York, during regular business hours, 8:30 a.m. to 4:30 p.m., Monday through Friday.

Each proposal must be enclosed in a sealed envelope addressed to the Town of Porter Town Clerk, 3265 Creek Road,

Youngstown, New York, and shall be clearly labeled "Uniform Supplier", and must show the name of the bidder on the outside of said envelope.

Dated: , 2015

Barbara DuBell, TOWN CLERK
TOWN OF PORTER

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jeff Baker, Councilman
SECONDER:	Thomas Baia, Councilman
AYES:	Wiepert, White, Baia, Baker, Fleckenstein

19. Resolution 2015-108

Local Transportation Funding

Local Transportation Funding-Draft Resolution

Whereas, a reliable transportation infrastructure is vital for the safety of New York's travelling public and its economy; and

Whereas, 85 percent of New York's roads and bridges are maintained by local governments; and

Whereas, despite well-timed and targeted preventative maintenance treatments, the age and condition of many of our locally-owned transportation assets means that they are beyond preservation and in need of much more costly rehabilitation and reconstruction; and

Whereas, estimates by the State Comptroller, DOT and independent studies show a large portion of road mileage is deteriorating and many bridges in the state are rated structurally deficient and functionally obsolete and

Whereas, the State Comptroller estimates that there will be \$89 billion in unmet local infrastructure needs over the next 20 years; and

Whereas, the New York State Association of Town Superintendents of Highways commissioned its own fifteen year analysis that indicates an annual funding gap of \$1.3 billion for the local system (excluding NYC) alone; and

Whereas, funding for our local system has been far short of what is needed and we've fallen further and further behind in maintaining the vast and aging transportation infrastructure over this long period with severe consequences for conditions ratings; and

Whereas, the New York State Consolidated Local Street and Highway Program (CHIPS) provides essential funding for every municipality in the state and is part of the New York State Department of Transportation (NYSDOT) capital program; and

Whereas, in the early 1990's the Governor and Legislature created the Dedicated Highway and Bridge Trust Fund (DHBTF) to pay for the NYSDOT capital program and the Dedicated Mass Transit Trust Fund (DMTTF) to assist with the Metropolitan Transportation Authority (MTA) and other transit systems' capital programs; and

Whereas, when the DHBTF was created, it was agreed that the NYSDOT and MTA five-year capital program would be similar in size and would be negotiated concurrently; and

Whereas, through 2005-09, both five-year capital programs were similar in size and adopted within months of each other; and

Whereas, in 2010 the Executive and Legislature broke traditional parity and enacted a five-year capital program for the MTA but not the DOT; NOW THEREFORE BE IT

RESOLVED, that the Town of Porter calls upon the Governor and the state Legislature to make additional state funding and resources available at levels that accurately reflect the critical needs of local roads and bridges; and increase CHIPS funding in the 2016-17 state budget; and BE IT FURTHER

RESOLVED, that the Town of Porter calls upon the Governor, and members of the state Legislature to fully fund and submit a new NYSDOT five-year transportation capital plan; and BE IT FURTHER

RESOLVED, that the Town of Porter calls upon the Governor and members of the state Legislature to recognize the equality of roads, bridges and transit by restoring funding equality between the MTA and NYSDOT five-year programs and by voting on the plans simultaneously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joe Fleckenstein, Councilman
SECONDER:	Jeff Baker, Councilman
AYES:	Wiepert, White, Baia, Baker, Fleckenstein

20. Report 2015-205

Engineer

TOWN OF PORTER

Engineering Report

December 2015

General Engineering Support

- Met with Scott Hillman on October 1 regarding sewer improvements for the Lakeshore Sewer District. Submitted draft Map and Plan to Town on October 14.
- Submitted a proposal to develop a Town-wide model of the existing water system for the purpose of capital planning and to establish the criteria for restoration of the Town-owned water tanks.
 - Need signed standard terms for professional services to start project.

RESULT:	REPORT ISSUED
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21. Report 2015-206

Attorney

none

RESULT:	REPORT ISSUED
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22. Report 2015-207

Grant Writer

Grants Status Report: Projects we are currently working on:

1. **URGENT**: Projects needed over \$50,000 for a member line item. NEEDS TO BE DISCUSSED before year end.

It has recently come to our attention that your local New York State Senator may be contacting you with a request for a short list of Capital Improvement Projects within your community. A sample of eligible projects may include:

- The acquisition, construction, demolition, or replacement of a fixed asset or assets;
- The acquisition of capital assets with a useful life of not less than ten years purchased for the sole purpose of preserving or protecting infrastructure that is owned or controlled by eligible grantee, including:
 - *Heavy Duty Road Maintenance and Construction Vehicles including pavers, snowplows and street sweepers; and*
 - *Heavy Duty Fire, Emergency Response and Law Enforcement Vehicles;*
- The major repair or renovation of a fixed asset, or assets which materially extend its useful life or materially improves or increase its capacity;

- The planning or design of the acquisition, construction, demolition, replacement, major repair or renovation of a fixed asset(s), including the preparation and review of plans and specifications including engineering and other services, field surveys and related sub-surface investigations;
 - Economic development projects sponsored by the State or municipal corporations that will create or retain jobs in New York State as certified by the Commissioner of the Department of Economic Development; and
 - Environmental projects sponsored by the State or municipal corporations and certified by the Department of Environmental Conservation.
- **NYS Archives:** The New York State Archives has not opened as of yet, we are anticipating it should be opening in late January 2016! The Local Government Records Management Improvement Fund has been established to fund projects to improve records management and archival administration in New York's local governments but this grant maybe revamped by the agency for this upcoming round
 - **Greenway:** Still need to complete the POTL project: Need to complete the construction; signage. We should schedule a meeting to review this project. Project Pending.
 - **LWRP:** A formal RFP will be published to get new quotes for the LWRP. To be discuss at the next meeting.
 - **Engineering Report for Water Tower:** what is status of report? Project needs to be listed on IUP to prepare for 2016 grant for late spring/early summer.

Grant Writer Rotella: I'm trying to find grants, if any, that are available for recreation.

RESULT:	REPORT ISSUED
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23. Resolution 2015-96

Request for Proposal

Resolution to distribute a Request for Proposals for the Town of Porter LWRP Project.

Town of Porter

AUTHORIZING RESOLUTION

December 14th, 2015

For New York State Department of State

Town of Porter Local Waterfront Improvement Plan (LWRP) Request for Proposals

RESOLVED:

That Merton K. Wiepert, as Supervisor of the Town of Porter, is hereby authorized and directed to publish a Request for Proposals for the Town of Porter LWRP project; funded in part by the NYS DOS Coastal

Resources in accordance with the provisions from the executed contract by the NYS Dept. of State. The LWRP project outline for its Lower Niagara River and Lake Ontario waterfronts, in pursuant to the provisions of New York State Executive Law, Article 42. Completion of the LWRP must be in compliance with the guidelines prepared by the Division of Coastal Resources.

I, Barbara DuBell Town Clerk of the Town of Porter located at 3265 Creek Road Youngstown, NY 14174, a corporation subject to the Not-for-Profit Corporation Law of New York State and qualified for tax exempt status under the Town of Porter, New York, do hereby certify that the following resolution was adopted at a regular Town Board meeting of the Town of Porter held on December 14th, 2015, and is incorporated in the original minutes of the said meeting and that the said resolution has not been altered, amended or revoked and is in full force and effect.

Barbara DuBell, Town Clerk

Seal of Municipality

HISTORY:

11/09/15 Board TABLED
Next: 12/14/15

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

24. Report 2015-208

Correspondance

Received correspondence from County Legislature Clyde Burmaster with a grant for \$3,000.00.

RESULT:	REPORT ISSUED
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25. Report 2015-211

Calendar of Events

Zoning Board Meeting	Thursday, December 17 th	Town Hall - 7:30 pm
Christmas Holiday	Friday, December 25 th	Town Offices Closed
Year End Meeting	Tuesday, December 29 th	Town Hall - 3:00 pm

2016

New Year's Day	Friday, January 1 st	Town Offices Closed
Organizational Meeting	Monday, January 4 th	Town Hall - 3:00 pm
Planning Board Meeting	Thursday, January 7 th	Town Hall - 7:00 pm
Town Board Meting	Monday, January 11 th	Town Hall - 7:00 pm

RESULT:	REPORT ISSUED
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26. Report 2015-209

Town Board Comments

The regular meeting of the Porter Town Board was adjourned at 8:05 PM.

Kara Hibbard
Deputy Town Clerk

RESULT:	REPORT ISSUED
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