



Town of Porter

Work Session

~ Minutes ~

3265 Creek Road
Youngstown, NY 14174

TownofPorter.Net

Barb Dubell
716-745-3730

Monday, June 13, 2016

6:00 PM

Town Hall Auditorium

I. Call to Order

6:00 PM Meeting called to order on June 13, 2016 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	Absent	
Joe Fleckenstein	Town of Porter	Councilman	Present	
Barb Dubell	Town of Porter	Town Clerk	Present	
Kara Hibbard	Town of Porter	Deputy Town Clerk	Present	
Chris Amico	Town of Porter	Engineer	Present	
Scott Hillman	Town of Porter	Highway Superintendent	Late	6:15 PM
Roy Rogers	Town of Porter	Code Enforcement Officer	Late	6:15 PM
Mike Dowd	Town of Porter	Attorney	Present	
Susan Driscoll	Town of Porter	Assessor	Present	
Norm Ault	Town of Porter	Bookkeeper	Present	

II. Reports

1. Report 2016-117

Employee Handbook

Discuss insurance and time clock.

Supervisor Wiepert: The employee handbook needs a lot of updating. We are working with BeneCare to update. We need to get a committee together to review the handbook and go over it. We need volunteers for that committee.

Councilman Fleckenstein: I would like a representative for the town garage, from town hall and a couple councilmen on that committee.

Committee Volunteers: Wendy Shaw, Jim Stone, highway garage, Lisa Hastings, town hall, Councilman Fleckenstein and Supervisor Wiepert.

RESULT: REPORT ISSUED

2. Report 2016-118

Salary Adjustment

Motion was made by Supervisor Wiepert to go into executive session. Seconded by Councilman White. Entered into executive session at 6:24 pm. Returned from executive session at 6:58 pm. Motion to close executive session was made by Supervisor Wiepert and seconded by Councilman Baia.

Motion made during executive session to increase the salary of Planning Board Secretary Amy Freiermuth. Previous salary was \$300.00 per month. Increased to \$400.00 per month plus an additional \$65.00 per meeting for any additional meetings held during the month.

Motion was made by Councilman White and seconded by Councilman Baia. Motion carried.

RESULT: REPORT ISSUED

3. Report 2016-119

Band Concerts

Bookkeeper Ault: Last year CWM gave \$2,500 for the band concerts and the town gave \$750.

This year CWM came up with \$1,000. So the town has budgeted \$750 and I took the additional \$1,500, out of fund 35 which is festivals, to make up the difference. The bands start at the end of the month.

We also have the Labor Day festival; Suzanne called today looking for fireworks sponsors at POTL. CWM came up with \$1,000. It is \$5,000, so I suggest we do the same thing, take it out of the festival account.

Councilman Fleckenstein: I have a couple of people I can ask. If we fund it right now with what we have, if I can get these other people to throw in something, we can put it back in.

MOTION made by Supervisor Wiepert to fund financial items, band concerts and POTL Fireworks. So Moved by Councilman Baia and Seconded by Councilman White. Motion carried.

RESULT: REPORT ISSUED

4. Report 2016-120

Pavilions

Supervisor Wiepert: Our last meeting the parks committee went out and got some quotes on pavilions. Councilman Fleckenstein made some phone calls and he is on board with the low bid

company, Titan Development.

Supv. Wiepert: We voted for the 2 pavilions. All of it is coming out of the Greenway money.

RESOLUTION: Councilman Fleckenstein made a motion to proceed with buying the two (2) pavilions from Titan Development. Seconded by Supervisor Wiepert. Motion carried.

RESULT: REPORT ISSUED

5. Report 2016-121

Pond

Supervisor Wiepert: This is the new pond on Ransomville Road, just north of the cemetery, and Fillmore Chapel. This is a pond that was dug without a permit. Roy has gone down and looked at it, he has notified the guy that he has to have a permit to dig the pond.

Bldg Inspector Rogers: The owner met with Soil and Water. He got a letter on pond evaluation. I wrote him a letter saying that needs to come back with engineered drawings if he wants to continue to have a pond and he needs to apply for a special use permit. He is also preparing his home plans and part of his application for a building permit for his home he'll need to do a drainage plan and to have the engineer do both at the same time to save a little money.

It's back in his court now. We are waiting for engineering drawings for a pond and a special use application. He is in violation right now. He's been trying to get it rectified.

RESULT: REPORT ISSUED

6. Report 2016-122

Lawsuit

Lawsuit - nothing to report.

RESULT: REPORT ISSUED

7. Report 2016-123

Shades for Courtroom and Conference Room**Shades for Courtroom and Conference Room**

Judge Truesdale: We have had permission to get the painting and the carpet done. But we wanted to add the window shades to that. The vertical shades are gone; when I took them down they were very brittle, they've been here since 1989. Barb has done some research for new shades that will tone down the amount of light that comes in during the day. In compliance with state recommendations for the courts, these shades make looking in from the outside windows pretty difficult. We've added that into tonight's agenda so that we can get it moving, if we don't do it tonight we will have to wait another month.

The cost that I have with measuring, installation and the shades, the grand total should be less than \$2,000. So I would like to ask the board to do a resolution for \$2,200 not to exceed that.

RESULT:	REPORT ISSUED
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III. Resolutions

1. Resolution 2016-69

Shades for Courtroom and Conference Room

Resolution to purchase shades for the courtroom and conference room. Cost to include measuring, installation and the cost of the shades. Cost not to exceed \$2,200.

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