

TOWN OF CONCORD TOWN BOARD MEETING April 14, 2022
7:00 p.m.

MEETING CALLED TO ORDER BY PHILIP DROZD, SUPERVISOR,
at 7:00 p.m.

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

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

GEORGE DONHAUSER JOHN SIMMONS
DENNIS DAINS BILL WOOD
DOROTHY SAVAGE

INVOCATION DELIVERED BY TOWN CLERK SCHWEIKERT

PLEDGE TO THE FLAG LED BY COUNCIL MEMBER SNYDER

ITEM #1 APPROVAL OF MINUTES

a) Town Board Meeting – Public Hearing Bacon Rezone – 3/10/2022 – Motion by Council Member Darke, seconded by Council Member Zittel, to approve the minutes as presented. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

b) Town Board Meeting – Public Hearing Buckley Special Use Permit 3/10/2022 - Motion by Council Member Zittel, seconded by Council Member Snyder, to approve the minutes as presented. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

c) Town Board Meeting – 3/10/2022 - Motion by Council Member Zittel, seconded by Council Member Krzemien, to approve the minutes as presented. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

ITEM #2 PUBLIC COMMENT

Supervisor Drozd opened the floor for Public Comment.

a) DCO Robinson asked if there was any chance that the Town could get the remote DMV back to Town Hall. Supervisor Drozd and Council Member Drake just checked with the Erie County Clerk’s Office. Their first priority after COVID was to get the Angola location open and then the Pistol Permit location in Elma has been opened and next on the agenda is to get remote locations opened. Concord is number one because our location brings in the most revenue. DCO Robinson thanked the Board. Supervisor Drozd advised the DMV that they are welcomed back here anytime; just let us know. The Town will work with the DMV when the construction projects are going on at Town Hall.

b) DCO Robinson noticed that the agenda says her monthly report is April 2022; it should be March 2022. The same for CEO and Town Clerk.

No one else wished to address the Board. Motion by Council Member Zittel seconded by Council Member Drake, to close Public Comment. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

ITEM #3 MONTHLY REPORTS

Motion by Council Member Snyder, seconded by Council Member Zittel, to approve the Monthly Reports, Items a-h. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

- a) Code Enforcement Report – March 2022
- b) Dog Control Officer Report – March 2022
- c) Supervisor Reports – November & December 2021
- d) Town Clerk Report – March 2022
- e) Van Report – March 2022
- f) Judge Gibbin Report – February 2022
- g) Judge Frank Report – February 2022
- h) Senior Director Report – March 2022

Supervisor Drozd included in the packet for the Board a copy of the Historian Report. They are doing a good job over there and today they were also at Town Hall to redo the display case.

i) Highway Report – Hwy Supt Edwards read his filed report. The Department took the big roller to Community Park to roll some of the baseball diamonds. Hwy Supt Edwards also noted that he was on vacation and Deputy Highway Supt. Heim was in charge; everyone did a great job and he thanked his crew.

Motion by Council Member Drake, seconded by Council Member Zittel, to accept the written Highway Report. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

ITEM #4 OLD BUSINESS

a) Community Park Pavilion – Supervisor Drozd has the Request for Proposals (RFP) out for a set of stamped plans and what is needed to put this building out for bid. There have been discussions with Council Members and also Senator Gallivan's office requesting updates for their records. Supervisor Drozd met with Parks Supt Schweikert and an architect from Encorus Group and a package will be put together. The RFP was also sent to an architect in Syracuse who works with the gentlemen who looked at the project already from Xtreme Contracting in Bliss. Supervisor Drozd has a call out to another architect so he can get three RFPs; but has received no return call yet.

ITEM #5 NEW BUSINESS

a) Audit of the Bills – Supervisor Drozd stated that these bills were audited by Council Member Krzemien, and reviewed by the Board:

Year 2022 Abstract 4:
 General Fund A, abstract 4, bills 278-362 & 424-426; \$111,178.49
 General Fund B, abstract 4, bills 363-367; \$221.55
 Library Fund, abstract 4, bills 368-369; \$357.70
 Fire Protection, abstract 4, NONE
 Joint Van, abstract 4, bills 370-372; \$145.42
 Joint Youth, abstract 4, bills 373-376; \$20,602.40
 Craneridge Lighting, abstract 4, bill 377; \$4,575.74
 Craneridge Sewer, abstract 4, bills 378-389; \$8,881.94
 Highway DA, abstract 4, NONE
 Highway DB, abstract 4, bills 390-416; \$35,392.41
 Kissing Bridge Water, abstract 4, bills 417-420; \$1,460.00
 Kissing Bridge Sewer, abstract 4, bills 421-423; \$2,700.00
 Trevett Rd. Water, abstract 4, NONE
 Cattaraugus St. Water, abstract 4, NONE
 Trust & Agency, abstract 4, NONE
 Capital (HA) C. Sewer, abstract 4, NONE
 Capital (HB) Land, abstract 4, NONE

- Capital (HD) Catt St, abstract 4, NONE
- Capital (HE) Sr. Ctr, abstract 4, NONE
- Capital (HF) Hwy Equip, abstract 4, NONE
- Capital (HG) Waste Study, abstract 4, NONE

Motion by Council Member Krzemien, seconded by Council Member Zittel, to approve the bills in Year 2022 Abstract 4 as presented. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

b) Surcharge on the 2023 Western Star of \$4,500.00 – Fleet Maintenance advised that a surcharge will be added on the 2023 Western Star chassis that the Town has on order. Bottom line, if Supervisor Drozd did not sign, the truck would go to the next customer. Supervisor Drozd had conversation with Town Atty Attea and signed the document. This motion is for the record. Motion by Council Member Krzemien, seconded by Council Member Zittel. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

c) Ukraine Resolution – Supervisor Drozd advised that most Towns in Erie County have approved this Resolution. Council Member Zittel read the Resolution into the Minutes.

Council Member Drake moved the adoption of Resolution 9, seconded by Council Member Krzemien:

Support & Standing is Solidarity with the Country
and the People of the Country of Ukraine

WHEREAS, Russia is currently engaged in a full-scale Invasion of the sovereign Country of Ukraine, and

WHEREAS, Russia appears to have intentionally targeted and attacked innocent civilians and residential areas for destruction, and

WHEREAS, the Town of Concord reaffirms its belief that all human beings have inalienable rights as expressed in the Declaration of Independence and the United States Constitution and recognizes that the Invasion of another nation state is condemned by the Charter of the United Nations,

THEREFORE, BE IT RESOLVED, the Town of Concord condemns these acts of war by Russia, its unwillingness to exercise non-violent means to address issues with sovereign nations, and its attack on innocent civilians,

BE IT FURTHER RESOLVED, the Town of Concord implores the leaders of the United States to take greater steps to assist Ukraine in defending its nation. We stand in solidarity with the country and people of Ukraine and will continue to implore elected officials in the United States to take greater steps to assist Ukraine on defending itself and ending the Russian Invasion.

BE IT FURTHER RESOLVED, the Town Clerk will send a certified copy of this resolution to the U.S. Senate Majority Leader Senator Charles Schumer, Senator Kirsten Gillibrand and Congressman Chris Jacobs.

Voting as follows:

- Council Member Drake Aye
- Council Member Krzemien Aye
- Council Member Snyder Aye
- Council Member Zittel Aye
- Supervisor Drozd Aye

The foregoing Resolution was thereupon declared duly adopted.

d) Award Bid for Kissing Bridge/Craneridge Sewer Plants – Supervisor Drozd noted that the Board had talked about this during Work Session. This is the bid for the chlorination project that Council Member Drake had started last year; the flow meter and chlorination system replacement. The low bid was \$9,906 for both plants. MDA Consulting Engineers had estimated this project at \$20,000-\$25,000. Contractor Cyclops Process Equipment has worked with both MDA Consulting Engineers and the Town & Village of Ellicottville and it was highly recommended that the Town award this contract to Cyclops Process Equipment from Baldwinsville, New York. Motion by Council Member Zittel, seconded by Council Member Drake, to accept the Cyclops Process Equipment bid in the amount of \$9,906. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried. Council Member Drake advised that NYS is requiring this; it is not something that the Town is trying to do on its own.

e) Award Bid for Bensley Center Fire Alarm System – This was discussed by the Board at last month's meeting. Supervisor Drozd received three bids. The companies were at Town Hall, the Senior Center and the Lucy Bensley Center. The bids for the Senior Center and the Town Hall have not yet been received. This bid covers the Lucy Bensley Center. The alarm at the Bensley Center has gone off 12 times overnight since the last meeting. AFP's process is that it does not go to 9-1-1. It goes to the Town Supervisor and Town Historian first and AFP will not redo this process. AFP's quote was \$1,977. Doyle Security's bid is \$4,405.00 and \$1,032.00 monitoring for the year for a total of \$5,437.00. The monitoring system is located in Rochester. Amherst Alarm, who is already at Town Hall in the Justice Court and does a nice job for the Town, submitted a quote of \$4,946.00 and \$382.00 monitoring per year for a total of \$5,328.00. The monitoring system is located in Amherst so you can talk to someone 24 hours a day/365 day a year. This would be for a new XR 1500 series; burglary/fire alarm panel, communicator, dial up with a back up battery, hardware transformer. AFP would not be replacing any of the heads on the system; didn't have ladders tall enough/would need to rent scaffolding. The quote from Amherst Alarm would be for new equipment: smoke detectors with heat sensors, carbon monoxide detectors; public works' rate labor. New detectors would be at the mail room (front entrance), microwave area, restroom, front entrance, panel room, basement, back entrance, and back stairwell, kitchen area. This quote is just for the Bensley Center. Council Member Drake believes that AFP does a poor job; he related the history he had with this company at the Senior Center and also the Bensley Center; he agrees that AFP should not even be considered. Supervisor Drozd feels that Amherst Alarm has the middle of the bid pricing but recommends them. They are very professional. This fire alarm system is an allowed cost from the ARPA funds. He would recommend starting with this system at the Bensley Center and then wait for the Senior Center and Town Hall to discuss systems at those locations. The quotes were Doyle \$5,437; AFP \$1,977 but that was just for a new panel; did not quote the same project and Amherst Alarm \$5,328. Motion by Council Member Zittel, seconded by Council Member Snyder, to accept Amherst Alarms' bid of \$5,328.00. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

f) Town of Concord Procurement Policy Updated – Supervisor Drozd updated the Town's Procurement Policy after reviewing the policy with NYS Audit & Control. The Town's current policy was last updated in 2011. Copies were provided to the Board at a previous Work Session. The changes were at Guideline 3. All estimated purchases of:

*Less than \$20,000 but greater than \$10,000, require a written Request for Proposal (RFP) and written/fax quotes from 3 vendors.

*Less than \$10,000 but greater than \$5,000, require an oral request for the goods and oral/fax quotes from 2 vendors.

*Less than \$5,000 are left to discretion of the Purchaser.

All estimated public works contracts of:

*Less than \$35,000 but greater than \$20,000, require a written RFP and fax/proposals from 3 contractors.

* Less than \$20,000 but greater than \$5,000, require a written RFP and/or fax/proposals from 2 contractors.

*Less than \$5,000 are left to the discretion of the Purchaser.

Council Member Snyder noted that his initial reaction was not to do this update but after he had time to digest the contents, feels that the increases are not unreasonable.

Council Member Drake moved the adoption of Resolution 10, seconded by Council Member Zittel:

TOWN OF CONCORD
PROCUREMENT POLICY

WHEREAS, Section 104-b of the General Municipal Law (GML) requires every Town to adopt internal policies and procedures governing all procurement of goods and services not subject to the bidding requirements of GML, 103 or any other law; and

WHEREAS, comments have been solicited from those officers of the Town involved with procurement;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Concord does hereby adopt the following procurement policies and procedures;

Guideline 1. Every prospective purchase of goods and services shall be evaluated to determine the applicability of GML, 103. Every Town officer, board, department head or other personnel with the requisite purchasing authority (hereinafter Purchaser) shall estimate the cumulative amount of the items of supply and equipment needed in a given fiscal year. That estimate shall include the canvass of other Town departments and past history to determine the likely yearly value of the commodity to be acquired. The information gathered and conclusions reached shall be documented and kept with the file or other documentation supporting the purchase activity.

Guideline 2. All purchases of (a) supplies or equipment which will exceed \$20,000 in the fiscal year or (b) public works contracts over \$35,000 shall be formally bid pursuant to GML, 103.

Guideline 3. All estimated purchases of:

*Less than \$20,000 but greater than \$10,000, require a written Request for Proposal (RFP) and written/fax quotes from 3 vendors.

*Less than \$10,000 but greater than \$5,000, require an oral request for the goods and oral/fax quotes from 2 vendors.

*Less than \$5,000 are left to discretion of the Purchaser.

All estimated public works contracts of:

*Less than \$35,000 but greater than \$20,000, require a written RFP and fax/proposals from 3 contractors.

* Less than \$20,000 but greater than \$5,000, require a written RFP and/or fax/proposals from 2 contractors.

*Less than \$5,000 are left to the discretion of the Purchaser.

Any written RFP shall describe the desired goods, quantity and the particulars of delivery. The Purchaser shall compile a list of all vendors from whom written/fax/oral quotes have been requested and the written/fax/oral quotes received.

All information gathered in complying with the procedures of this Guideline shall be preserved and filed with the documentation supporting the subsequent purchase or public works contract.

Guideline 4. The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the Purchaser prepares a written justification providing reasons why it is in the best interest of the Town and its taxpayers to make an award to other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgment shall also be documented and filed with the record supporting the procurement.

Guideline 5. A good faith effort shall be made to obtain the required number of proposals or quotations. If the Purchaser is unable to obtain the required number of proposals or quotations, then Purchaser shall document the attempt made at obtaining the proposals. In no event shall the inability to obtain the proposals or quotes be a bar to the procurement.

Guideline 6. Except when directed by the Town Board, no solicitation of written proposals or quotations shall be required under the following circumstances:

- (a) Acquisition of professional services;
- (b) Emergencies;
- (c) Sole source situations;
- (d) Goods purchased from agencies for the blind or severely handicapped;
- (e) Goods purchased from correctional facilities;
- (f) Goods purchased from another governmental agency;
- (g) Goods purchased at auction;
- (h) Goods purchased for less than \$250.00;
- (i) Public works contracts for less than \$500.00.

Guideline 7. All types of assets purchased with a value of \$2,500.00 or more should be capitalized as fixed (capital) assets.

Guideline 8. This policy shall be reviewed annually by the Town Board at its organizational meeting or as soon thereafter as is reasonably practicable.

Voting as follows:

Council Member Drake	Aye
Council Member Krzemien	Aye
Council Member Snyder	Aye
Council Member Zittel	Aye
Supervisor Drozd	Aye

The foregoing Resolution was thereupon declared duly adopted.

g) Approve Senior Center Rental Contract - Supervisor Drozd reviewed the Rental Contract with Town Atty Attea who has a couple items he would like to tweak: security deposit, cancellation policy; date full payment is due; minimum age of the renter.

Town Atty Attea advised that there is no significant exposure to the Town to use the forms as they currently are constituted but he can make the changes and forward it back to the Town quickly or the Board could approve the contract based on the recommendations and subject to a final review of the revised contract. Resident Dorothy Savage asked the Board if a Community Garden could be done at the Senior Center and Supervisor Drozd advised that the insurance company recommended against it. The insurance agent provided a list of reasons and one was that the group would have to be a 501(c)(3). Council Member Snyder noted that there is no language in the contract for Community Gardens; Supervisor Drozd advised that this contract is strictly for rental. Mrs. Savage will contact Town Clerk Schweikert to get the contact information for the insurance company so she can discuss it herself. Town Atty Attea noted that he had not heard anything from the Board who is resistant to the notion that a Community Garden might not be a benefit to Town residents; Mrs. Savage wondered if there might be a better spot in the community. Town Atty Attea recommended to her that if there are other individuals who agree that this would be a benefit, that maybe investigation should be done as to what the appropriate spot may be and then possibly present to the Board whatever research is obtained and present that to the Board and whether or not a not-for-profit could be formed that could start the project. Mrs. Savage will look into this. Motion by Council Member Snyder, seconded by Council Member Zittel, to approve the Senior Center Rental Agreement in its current form; change it after Town Atty Attea provides revised Agreement. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried. Town Atty Attea will have the revised Agreement available to the Board prior to the May meeting.

h) Approve Town Highway Garage Drainage Improvements – This was discussed earlier in Work Session. MDA Consulting Engineers are ready to put this project out to bid. The Bid Notice will be published in the Springville Journal on April 21st and April 28th with the Bid Opening on May 6th; potentially award the Bid at the May 12th meeting. Motion by Council Member Snyder, seconded by Council Member Zittel, to authorize Town Clerk Schweikert to publish the Bid Notice as above. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

i) Highway New Hire Wage – Hwy Supt Edwards gave a presentation to the Board earlier in Work Session. Council Member Snyder does not disagree; the wages are reasonable. Discussed the language in the current Employee Manual requires 80/20 and that the Board should not go against the Manual. The Employee Manual would need to be changed. Hwy Supt Edwards reviewed the pay scale when employees Larry Heim and Sean Andrew, they did not do the 80/20. Council Member Drake advised that this was done on an individual basis based on experience but, in the future, we would not know what type of experience any future employees would have. Council Member Snyder does not think the Town should get in the habit of violating the Employee Manual; the Manual could be changed. Supervisor Drozd would recommend that the Board decide tonight so the new hire can be completed and then review the Employee Manual to clean up this language. Council Member Drake noted that the Board does not know the name of the new hire or their experience level and questioned by the Board would make the change? Hwy Supt Edwards advised that he could tell the Board who it will be but it is up to him to hire; Council Member Drake understands that it is his hire. Hwy Supt Edwards looked at his application and he met with the other department employees at the shop and work with the employees there. Council Member Snyder advised that if the Board approves this proposal, it should not have anything to do with the hiring. Was the 80/20 for all employees of the Town or just clerical? Council Member Snyder noted that the reasoning for this proposal for the highway is to offer a competitive hiring salary rate; it should not be based on who is being hired. The Town would be offering a competitive hiring wage to attract good candidates for the position. Council Member Krzemien noted that Employee Manual does say all employees of the Town. Former Hwy Supt Dains

noted that he remembered the 80/20 in the Manual was for clerical; the Town Hall building, and there was another section in the Manual for the Highway Department where the rate of pay would be determined by the Town Board which is what Hwy Supt Edwards is presenting to the Board now. Council Member Drake said there was also four steps in the wage rate. Former Hwy Supt Dains advised that the four-step policy was done because of the Union; when the Union left and at the time, he thought it was easier just to keep that policy going. Council Member Snyder advised that he is not opposed to this but the Employee Manual will need to be changed. This is also a nightmare for payroll purposes. Town Atty Attea wondered if the suggestion would then be that the Manual would carve out an exemption for the Highway Department employees for the 80/20. Council Member Snyder felt that it should be 15% rather than 80/20 for all everyone. Supervisor Drozd will put this item on the Work Session agenda. Motion by Council Member Snyder, seconded by Council Member Zittel, to accept Hwy Supt Edwards' request as presented to hire his new employee now at the starting pay of \$24.28 and to change Larry Heim and Sean Andrews the top rate of \$28.56. Council Member Drake advised that the 2022 Budget is not built with those rates. Hwy Supt Edwards noted that he is still trying to fill past employee Salzler's spot and there is money in the part-time budget line for two positions and he only used one position. When employee Simmons retires, his position is already in the budget for this year. Hwy Supt Edwards also noted that he works hard for the Town saving the Town money when he is doing a route himself. Supervisor Drozd would hate to lose anybody because they can go get something else better; there is a good crew there now. Council Members Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye; Council Member Drake, voting nay. Carried.

j) Approve Flooring – Supervisor Drozd reviewed the Blooms Flooring proposals for the flooring in the Town Clerk's Office, main entry, DA Room, Justice Office, upper platforms, Court Room, hall & elevator and stair treads. This project was discussed at the March meeting. The J-CAP grant will be used for the proposal for the Court/Board Room and Platforms in that room. The J-CAP award for the flooring was \$7,768.04 and the balance of \$1,653.31 will be from the ARPA funds. Since the Town Board utilizes this same room, the calculation is 90% Court use and 10% Town Board. When the project is completed, all floors in the downstairs level will match. ARPA funds will be used for this project. Motion by Council Member Drake, seconded by Council Member Zittel, to approve the Bloom Flooring proposals as submitted. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried. Supervisor Drozd noted that with the flooring, LED lighting, Craneridge/Kissing Bridge Sewer project, the alarm system, he will not start any other projects at this time. More projects can be discussed once some of these projects get done and out of the way. Council Member Zittel noted that is money the Town has to spend. Supervisor Drozd confirmed that this ARPA money that the Town received; the first batch that has to be spent on facilities to make the facilities a cleaner atmosphere. These projects are not coming out of the regular budget.

k) Approve Cub Scouts' Use of building for Chicken BBQ & Basket Raffle – This item agenda was removed from the Agenda. These Use Requests will be handled by the Town Clerk's Office as was the protocol pre-COVID. Supervisor Drozd will replace Item (k) with the proposal to update the MDA Consulting Engineer's Services Proposal for the consolidation of the Craneridge and Kissing Bridge Sewer Plants. Motion by Council Member Krzemien, seconded by Council Member Zittel, to change the Agenda as above. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

New k) MDA Consulting Engineer's Services Proposal – This is the proposal that was done in 2017. The proposal's high side amount is \$18,000 to get this ready for

the grant writer. This amount can come out of the ARPA funds. Water and Sewer improvements are on the list of allowable uses. The Town can't apply for any grants without this. Motion by Council Member Drake, seconded by Council Member Zittel, to approve the MDA Consulting Engineer's Proposal dated April 13, 2022. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

l) Resignation of Caretaker Terry Ried effective April 29, 2022 – Council Member Drake read the resignation email received: "The purpose of this email is to inform you that I intend to end my employment with the Town of Concord on April 29, 2022. I plan to really retire, again. I wish all of the people at the Town Hall the best in the future." Signed by Terry Ried. Motion by Council Member Drake, seconded by Council Member Zittel, to accept the resignation of Caretaker Terry Reid with regrets. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried. Supervisor Drozd informed the Board that the ad for his replacement is on the Town's website and on facebook. It will be published in the Springville Journal and also the Springville Pennysaver. No responses have yet been received.

ITEM #6 EXECUTIVE SESSION

Supervisor Drozd advised that an Executive Session would be necessary to discuss personnel. Motion by Council Member Zittel, seconded by Council Member Krzemien, to go into Executive Session at 8:05 p.m. to discuss personnel issues. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

Motion by Council Member Drake, seconded by Council Member Zittel, to come out of Executive Session at 8:13 p.m. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

ITEM #7 CONSENT AGENDA

There was nothing for Consent Agenda.

ITEM #8 COUNCIL MEMBER NOTES

a) Council Member Krzemien informed the Board that the Community Clean Up Day for the Fairview Cemetery is scheduled for Saturday, April 30th starting at 9 a.m.

b) Council Member Snyder addressed the Board with regard to the ARPA Funds. The Board met for a Work Session to discuss how the Town would spend these funds; almost \$214,000 and it sounds like there could be more coming. The whole situation bothers him because it is essentially taxpayers' dollars that are being re-allocated, re-distributed to municipalities and governmental bodies and what the Town can spend the money on is extremely limited. He feels when you look at folks in our community who are really struggling right now, with the price of gasoline, lingering effects of COVID and the financial impact that had, not to be able to immediately use these funds in the form of a tax break for people, is disappointing. The Town is really boxed in on what the funds can be spent on so the approach the Board is taking is to spend it on some of the things that have been talked about for years and didn't have the money to do. The capital improvements which the money can be spent on. It seems to be the best approach now but the Board should continue to figure out ways where the Town can spend the money wisely and have that result in a tax break next year.

c) Council Member Zittel advised the Board that the Southtowns Planning & Development Group will be having their quarterly meeting on April 25th at 56 East Main Street Café at 5:30 p.m. Planning Board members can attend these meetings to get their training credits.

d) Council Member Zittel also attend the Fire Chief's Council Meeting earlier this week. There was nothing to bring back to the Board from this meeting.

e) Council Member Drake advised that they continue to wrap up the audit. He met with one of the auditors and there will be another meeting on April 26th. After that meeting, the Board will have the audit comments and any necessary budget entries.

f) Supervisor Drozd noted that he had sent a letter to the Erie County Department of Planning & Development Chief requesting that the Town receive the upgraded internet at Town Hall. He awaits their response. The County is doing the build out on the municipal buildings in Towns now.

g) Supervisor Drozd attended the Hulbert Library Board meeting this morning:

(1) The 2021 statistics are in and the Hulbert Library had 5,747 website hits and the in-person visits were 24,473 people; roughly 94people/day. The collection of books/CDs/computers is 24,021 pieces available.

(2) The Village of Springville Board of Trustees will be adding a liaison to the library. The Village understands that the Hulbert Library is a Town building but there are Village issues that come up at the meetings. He feels that this is a good thing and will show some collaboration between the two governments.

(3) Head Librarian Ken Stone will be coming to the Hulbert Library next week. Supervisor Drozd will meet with him to discuss the Library Building Aid money available at his discretion; he'll discuss the parking lot with Mr. Stone.

h) Council Member Zittel had a brochure about NYS's Climate Leadership and Community Protection Act (CLCPA) and he asked Council Member Snyder to review since he would have more knowledge. Council Member Snyder advised that NYS passed the CLCPA in 2019. There is a scoping board that is meeting right now that will develop the regulations to the Act. There is a proposal a ban on new gas service to existing buildings beginning in 2024; no natural gas in newly constructed buildings beginning in 2024; and a complete ban on natural gas appliances for home heating, cooking, water heating, clothes dryer beginning in 2023. It truly is an electrification plan. He does not think that anybody necessarily agrees with being environmentally responsible and taking common sense steps to get there; there are a lot of those steps that can be taken, but all bans on things like natural gas appliances and services is going to cost people (especially in this area where we have especially hard winters) hardships. Electric grid reliability is a concern. Council Member Snyder noted that there are a series of public meetings throughout the state; the one in Buffalo is April 27th at 3:30 p.m. at the Buffalo Library and would encourage people to attend. Comments can also be mailed in. Now is the time to do it because by the end of 2022 the scoping committee will be making their recommendation and the law will be active very fast.

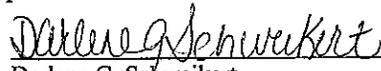
i) Supervisor Drozd asked the Board if a Work Session could be scheduled for April 28th at 6 p.m. to discuss the Employee Manual, the Senior Center Rental Agreement and the alarm systems at the Senior Center or Town Hall if received by that date. The Board agreed to this time and date; Council Member Snyder will not be able to attend. Supervisor Drozd may also have proposed dates for the LED lighting and flooring projects.

j) Members of the Town Board attended the East Concord Fire Department's Installation Dinner on April 9th. Supervisor Drozd presented the department with a Proclamation commemorating their 75th Anniversary.

ITEM #9 MOTION TO ADJOURN

Motion by Council Member Drake, seconded by Council Member Snyder,
and passed unanimously, to adjourn the meeting at 8:25 p.m. in memory of:

James C. Elvers
Jacqueline C. McCarthy
Paul W. Marsh
Marcella Maul
Donna J. Morage
Janis J. Lathrop



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

Barry A. Edwards, Highway Superintendent

Highway Superintendents Report for the period of March 10, 2022 to April 14, 2022.

With twenty-five days in this period the Highway Department accomplished the following:

- Patched holes with QPR where needed
- Finished trailer
- Brought excavator in to paint, changed oil and, applied new decals
- Hauled sand; then blended sand and salt
- Replaced hydraulic hoses on both 550's
- Changed oil on truck #18 and greased both #18 and #13
- Moved excavator to Kaiser Road
- Replaced headlights on truck #14
- Took both 550's to Emerlings and went over some DEF issues. Reprogrammed the computer
- Painted fender on tractor, painted rims, changed front wheel bearings, installed new tires, new alternator and serviced
- Sent Bill Wood in for DOT physical
- Took all trucks to Village Highway and washed out
- Replaced one mailbox on Pritchard Road
- Met with Phil and salesman from Western Star
- Put broom on high lift and broomed Dowd Road, North Street, Upper Randall Road, Chaise Road, White Street, Scoby Hill, Transit Line, and North Central Ave

- Broomed with tractor Crane Road, Ridge Trail, Edelweiss Court, Hardwood, Autumn Court, Hardwood Court, Tarn Trail, Pine Run Court, Deer Run, Woodstock, Meadow Trail, Waterville Road, Old Glenwood Road, Ross Road, Reed Road, Mayo Road, Dowd Road, North Street, Upper Randall Road, Chaise Road, White Street, and North Central Ave
- Worked on Senior Center, put gravel on outer edge of black top, swept stone off parking lot and rolled with big roller
- Put new wiper blades on truck #10
- Located culvert at Library
- Cleaned up branches in Craneridge
- Cleaned manholes covers on Transit Line Road
- Cleaned ditch on Spaulding Road
- Let Village borrow excavator
- Plowed and sanded 6 times, hopefully the last time for the year
- Continue to clean shop, office, and lunchroom

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Barry A. Edwards". The signature is written in a cursive, flowing style with some loops and flourishes.

Barry A. Edwards
Highway Superintendent