

TOWN OF CONCORD TOWN BOARD MEETING November 10, 2022  
7:00 p.m.

Prior to tonight's meeting, Heather Lewis from Wendel Companies gave a presentation to the Board on GIS Zoning Maps. The Town had their Zoning Maps updated. This presentation showed the various ways that the Zoning Maps could be used with GIS and/or GPS implementation.

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

INVOCATION DELIVERED BY TOWN CLERK SCHWEIKERT

PLEDGE TO THE FLAG LED BY COUNCIL MEMBER SNYDER

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  
DAVID SICIGNANO

BILL WOOD  
ASHLEY LOWRY

ITEM #1 APPROVAL OF MINUTES

a) Public Hearing – Fire Contracts – 10/13/22 – Motion by Council Member Drake, seconded by Council Member Krzemien, to approve the minutes as presented. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

b) Public Hearing – Community Development Block Grant – 10-13-22 Motion by Council Member Zittel, seconded by Council Member Drake, to approve the minutes as presented. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

c) Public Hearing – Local Law Tax Cap – 10-13-22- Motion by Council Member Drake, seconded by Council Member Zittel, to approve the minutes as presented. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

d) Work Session – 10/13/2022 – Motion by Council Member Snyder, seconded by Council Member Drake, to approve the minutes as presented. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

e) Town Board Meeting – 10/13/2022 – Motion by Council Member Snyder, seconded by Council Member Zittel, 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.

David Sicignano addressed the Board with regard to his neighbor who has a "campground" at his property on Trevett Road. CEO Roberts has been working on this matter. CEO Roberts advised that he needs direction from the Town Attorney. Town Attorney Attea has not been specifically involved in this matter but is aware of it. Town Attorney Attea explained the Court process and the steps that can be taken to Mr. Sicignano; the Board is not passing judgment. CEO Roberts will review the matter with the Town Prosecutor and Town Attorney Attea. Mr. Sicignano just wanted to bring the matter to the Board's attention so there will not be campers in his backyard. Mr. Sicignano thanked the Board for their time and left the meeting at 7:14 p.m.

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

ITEM #3 MONTHLY REPORTS

Supervisor Drozd turned the meeting over to Deputy Town Supervisor Drake at 7:16 p.m. and he excused himself to make a Town related telephone call. Council Member Drake noted that (g) Supervisor's Report was not available for tonight's meeting. Motion by Council Member Zittel, seconded by Council Member Snyder, to approve the Monthly Reports, Items a-f. Council Members Drake, Zittel, Snyder & Krzemien; voting aye, Supervisor Drozd, excused. Carried. Motion by Council Member Snyder, seconded by Council Member Zittel, to approve the Monthly Reports, Items h-i. Council Members Drake, Zittel, Snyder & Krzemien, voting aye; Supervisor Drozd, excused. Carried.

- a) Code Enforcement Report – October 2022
- b) Dog Control Officer Report – October 2022

DCO Robinson informed the Board that she would be taking a dog to the SPCA tomorrow; it's a very nice dog and he will get put up for adoption after the SPCA does the necessary dental work and neuters the dog. DCO Robinson thanked the Board for allowing her to attend the recent rabies seminar.

- c) Town Clerk Report – October 2022
- d) Van Report – September 2022
- e) Judge Gibbin – September 2022
- f) Judge Frank – September 2022
- g) Supervisor's Report – August 2022 (Not available)
- h) Senior Director Report – October 2022
- i) Historian Report – September & October 2022

j) Highway Report – Hwy Supt Edwards filed his report. His report is included in the Minute Book.

1) Hwy Supt Edwards advised the Board that there are problems with the gas heater at the shop. A quote was received from Reding, Inc., for removal of the infrared and hanging heater and the installation of three new heaters. The quote was \$13,825. Town Clerk Schweikert will scan a copy of the quote to the Board for their review.

2) Hwy Supt Edwards noted that the Town's surplus equipment is now on the Auctions International site.

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

Supervisor Drozd returned to the meeting at 7:21 p.m.

ITEM #4      OLD BUSINESS

- a) Kissing Bridge Water Update – Supervisor Drozd is working with Ehmke Well Drillers to schedule the tank replacements at Kissing Bridge Water.
- b) LED Lighting Project Update – Chapman Electric will be starting the lighting project at the Senior Center on Monday. The Town has already received the \$5,000 from that NYSEDA grant and that money will go towards the Senior Center lighting. ARPA funds will be utilized for this project.
- c) Community Park Shelter Concrete Project Update – The concrete project has been completed and looks great. Supervisor Drozd thanked the Highway Department for their work in cleaning up the concrete and trimming the trees.
- d) Community Park Pavilion Project Update – Supervisor Drozd met with Alliance Homes at Community Park earlier today. A contract is being drawn up which will note a start date and a completion date. The Board will meet with Alliance Homes representatives on Thursday, November 17<sup>th</sup> at 5 p.m. to further discuss the details of this project including the color choices.
- e) Rails to Trails Road Crossing Signs Update – The Board received a copy of the email from Deb Fenn, President of ECRT, with an update on the installation of the road crossing signs.
- f) All Way Stop Request Zimmerman/Feddick/Brown Hill Update – The County of Erie Department of Public Works sent notification to the Town with their determination that the Manual of Uniform Traffic Control Devices (MUTCD) criteria for a multi-way STOP sign had not been met and a multi-way STOP was not recommended at this time.

ITEM #5      NEW BUSINESS

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

## Year 2022 Abstract 11:

General Fund A, Abstract 11, bills 1296-1379 & 1437-1438; \$119,020.08  
 General Fund B, Abstract 11, bills 1380-1386; \$3,465.37  
 Library Fund, Abstract 11, bills 1387-1388; \$267.42  
 Fire Protection, Abstract 11, bills 1389-1390; \$4,795.35  
 Joint Van, Abstract 11, bills 1391-1394; \$2,402.32  
 Joint Youth, Abstract 11, NONE  
 Craneridge Lighting, Abstract 11, NONE  
 Craneridge Sewer, Abstract 11, bills 1395-1404; \$13,453.68  
 Highway DA, Abstract 11, bills 1405-1406; \$54,004.33  
 Highway DB, Abstract 11, bills 1407-1428; \$22,410.54  
 Kissing Bridge Water, Abstract 11, bills 1429-1432; \$381.97  
 Kissing Bridge Sewer, Abstract 11, bills 1433-1436; \$9,008.00  
 Trevett Rd. Water, Abstract 11, NONE  
 Cattaraugus St. Water, Abstract 11, NONE  
 Trust & Agency, Abstract 11, NONE  
 Capital (HA) C. Sewer, Abstract 11, NONE  
 Capital (HB) Land, Abstract 11, NONE  
 Capital (HD) Catt St, Abstract 11, NONE  
 Capital (HE) Sr. Ctr, Abstract 11, NONE  
 Capital (HF) Hwy Equip, Abstract 11, NONE  
 Capital (HG) Waste Study, Abstract 11, NONE

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

b) Adopt 2023 Budget – Supervisor Drozd had excused himself earlier in the meeting to make a telephone call regarding the concern raised during the Public Hearing on the Preliminary Budget. The Payroll Service, Kaufman Utz Accounting advised that the towns in which they provide service all have a budget line 1670 in General Fund A for payroll service. The Town had created a budget line 1220.43 for the payroll service. The Board decided to leave it in this newly created budget line and if the Board needs to change the budget line, it can be done later.

Council Member Zittel moved the adoption of Resolution 45, seconded by Council Member Drake:

WHEREAS, Town Clerk Schweikert had published the Notice of Public Hearing in the Springville Journal on October 22, 2022. Said Notice of Public Hearing was also posted on the Town of Concord website: townofconcordny.com and on the signboard at the Town Hall on October 28, 2022;

WHEREAS, that the Town Board of the Town of Concord held the public hearing on Thursday, November 10, 2022;

NOW, THEREFORE BE IT

RESOLVED, that the Town Board of the Town of Concord does hereby adopt the 2023 Budget.

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.

Supervisor Drozd thanked the Board for all the time that the Members put into this budget process.

c) Schenne & Associates Community Park Water Project Proposal - The Board had been provided with a copy of the Schenne & Associates Proposal for Professional Services for the New Public Water System at Community Park in the amount of \$2,800. Once this proposal is approved, the Town can put this out to bid. This project is required by the Erie County Department of Health. Motion by Council Member Drake, seconded by Council Member Zittel, to approve the Schenne & Associates September 29, 2022 Proposal for Professional Services in the amount of \$2,800. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

d) Award Town Hall Interior Paining Project – Supervisor Drozd had three quotes for interior painting at Town Hall: Painting Pro \$8,500; Williams Painting \$12,723.20 and Joe the Painter had submitted a quote but notified that Town that he will be retiring and cannot do the painting. The funding for this project would come from the ARPA funds. Council Member Snyder questioned the use of the ARPA funds since the roof at the Highway Department roof and heater still need to be addressed. The Town does have the second \$213,691 and that amount has not yet been used. Motion by Council Member Krzemien, seconded by Council Member Zittel, to award the interior painting at Town Hall to Painting Pro in the amount of \$8,500. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

e) Approve Senior Van Guideline Letter -- Senior Director Eschborn has been working with Town Attorney Attea and Supervisor Drozd in the preparation of guidelines for the use of the Concord Senior Van. Once approved, Senior Director Eschborn will send this letter to all users. Previously the Town had no guidelines. The intent of this letter is to provide clarification to all who may want to use the Van. Supervisor Drozd had conversations with our insurance agent and informed the Board that the Van cannot be used to drive people to and/or from a medical procedure; Livery plates are needed for this service (not Town plates) and our staff are not EMTs. Motion by Council Member Snyder, seconded by Council Member Zittel, to approve the Town of Concord Senior Transportation Van Guidelines. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

f) Accept Resignation: Cody Goodremote – Hwy Dept. Supervisor Drozd read the letter of resignation into the Minutes: “Please accept this letter as formal notification that I am resigning from my position at the Town of Concord. I have enjoyed the last 6 months and a half of employment here. Thank you for the opportunity. Also huge thank you to Barry for being the best boss I have ever had!!!! Thank you Barry!!” Sincerely, Cody Goodremote. Motion by Council Member Zittel, seconded by Council Member Drake, to accept the resignation of Cody Goodremote, with regrets. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

ITEM #6      EXECUTIVE SESSION

Supervisor Drozd advised that CEO Roberts has asked for an Executive Session to discuss litigation. Motion by Council Member Drake, seconded by Council Member Zittel, to go into Executive Session at 7:43 p.m. Council Members Drake, Zittel, Snyder & Krzemien; Supervisor Drozd, voting aye. Carried.

Motion by Council Member Snyder, seconded by Council Member Drake, to come out of Executive Session at 8:10 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 advised the Board that SYI had just received a new Ford Van. She was also invited to attend an event at Riverworks on November 22<sup>nd</sup>.

b) Council Member Snyder stated that the budget is the Board’s biggest responsibility and is happy with this year’s budget. He thanked Council Member Drake and Supervisor Drozd for all their work. Supervisor Drozd noted that since the Town has no Budget Officer, the Board works as a team and there is good conversation in the budget process. Council Member Krzemien agreed with Council Member Snyder and extended her thanks to Council Member Drake who did a lot of the work on this budget.

c) The Town received a thank you from Wendy Darling for the Memorial letter she received after the October meeting. Council Member Drake read the note: “Thank you for adjourning with my mom in your thoughts. She leaves behind a huge hole and I miss her. Thank you for supporting the Senior Center where she made a lot of friends the last few years.” And signed by the Wendy’s family.

d) Supervisor Drozd noted:

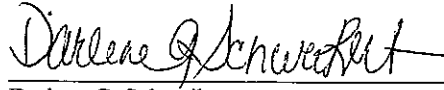
1) Bloom’s Flooring just finished the flooring on the Second Floor: the landing, the old Rural Van office and the CEO Office are now done and look sharp.

- 2) The Court Clerk's training costs have been agreed upon. The Town of Machias is paying for Alicia's mileage, hotel and seminar fee and the Town is paying her 12 hours. The Town of Ashford and Town of Concord are splitting the costs for Jean's training 50/50. This was Jean's first training and she has applied for grant funding and, if grant funding is received, the towns will split it 50/50.
- 3) Comp Alliance has been contacted about the Town's yearly training and it will be set up for in-person training.
- 4) NYSEG has replaced the cracked pole in the parking lot at the edge of Community Park.
- 5) Signed Fire Contracts have been delivered to Mortons Corners and East Concord. Council Member Krzemien will deliver to Boston. Town Attorney Attea has been working with Village Attorney Weiss on the Village Fire Contract and it is expected to be approved by the Village later this month.
- 6) Assessor Martin went to a training class and the cost was split 50/50 with the Town of Colden, each paying \$275.
- 7) The account information was provided to the Erie County Energy Development Consortium for the Bensley Center and the Senior Center. The accounts are being set up for enrollment and the Town expects to save money on this enrollment.
- 8) Court is now back to in-person sessions. A few problems were experienced with the new panic button alarm system. Amherst Alarm was here today and relocated the panic button in the Court Office. During this process, the Court Officers were not aware of the button was activated. Amherst Alarm will be preparing a quote for a wireless strobe light which would flash in the Court Room and Hallway entrance to alert the Court Officers that the panic button was activated.
- 9) Sales Tax numbers are still 6.89% ahead of last year at this time and a strong finish to the year is expected.
- 10) Librarian Jennifer Morris reports that Meatball, the Town Library dog, has been certified as a therapy dog. Town Attorney Attea will review the criteria and paperwork.
- 11) Council Member Zittel advised that there is an 11/11/11 Veteran's Day event tomorrow at Shuttleworth Park; November 11 at 11 a.m.
- 12) Hwy Supt Edwards informed the Board that the trucks have been inspected but the boom will be inspected Saturday, November 12, 2022. This cost is \$1,200 to \$1,400.
- 13) Hwy Supt Edwards noted that the Sahlen Roofing will only guarantee their quote for the Highway garage roof for 60 days. The company said the roof project would be completed in three days. He asked the Board to consider approving this project.
- 14) Hwy Supt Edwards had a survey of the Highway Department lands. There was a silver maple tree on the Hebdon boundary which was in the electric lines. Hwy Supt Edwards hired St. Matthew's Tree Service to take down the tree.
- 15) Town Attorney Attea commended CEO Roberts for all his hard work and looking after the residents in the Town in regards to potential Code violations.

ITEM #9      MOTION TO ADJOURN

Motion by Council Member Drake, seconded by Council Member Krzemien, and passed unanimously, to adjourn the meeting at 8:26 p.m. in memory of:

Ronald E. Hall  
Myrtle E. Wollschlager  
Jeanne M. Follman  
Felicia R. Stein  
Jean E. Blakely



---

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

Larry K. Heim, Highway Deputy Superintendent

Highway Superintendents Report for the period of October 12, 2022 to November 9, 2022.

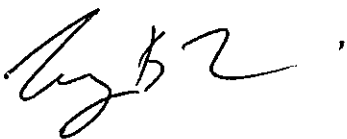
With twenty-eight days in this period the Highway Department

- Finished mowing the road sides for the season.
- Cleaned up the JX90U tractor for winter storage.
- Both 550's got serviced for winter, and had new winter tires and wheels installed.
- Painted the plows on TK#11 and installed new wing rubber.
- Replaced sand chain and sprockets on TK#14.
- Painted plow on TK#15.
- Continue to organize tool room.
- Cleaned up the concrete at the Town Park from the pavilion shelter.
- Moved furniture from the Library to the Youth Center.
- Cleaned and serviced the Zero Turn Mower for winter.
- Installed safe hitch on Hoffman Road.
- Took wheels to Freedom Tires to have tires mounted.
- Finished grading around shelter at Town Park after concrete was poured.
- Took all trucks and trailers to PD Mechanical to be inspected.
- Took TK#18 to Fleet Maintenance for repairs.
- Put equipment away in cold storage for winter.
- Put up seasonal road closed signs.
- Put up snowplow markers at Maplewood Cemetery.
- Sean and Cody went to Tree and Bucket Truck training.
- Painted wing and plow on TK#18.
- Repaired PTO on TK#18.
- Continue to clean lunch room and office.



- Serviced B2620 park tractor for Spring.
- Had new windshields installed on both 550's and TK#14.
- Power washed the middle and the front shop.
- Cleaned drains in shop.
- Painted the wheels on high lift.
- Continued to paint middle and front shop.
- Put blacktop in the holes in the Town Hall parking lot.
- Repaired headlights on TK#16 and TK#19.
- Torqued lug nuts on all trucks.
- The men moved the generator for the Village from the Electric Department to the Sewer Department.
- Cut and chipped trees/branches in the Town Park.
- Continue to check on the beavers on Kaiser Road.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Larry Heim', with a stylized flourish at the end.

Larry K. Heim  
Highway Deputy Superintendent