

TOWN BOARD MEMBERS PRESENT:

James M. Shaw	Supervisor
Thomas Best, Jr.	Councilman
Elizabeth Farrell	Councilman
Michael Mosey	Councilman
Michael Petrie	Councilman

ALSO PRESENT: Catherine A. Rybczynski, Town Clerk; Samantha Tarczynski, Director of Administration and Finance; Michael Quinn, Engineering Consultant; Christopher Hull, Director of Community Development; Ted Casey, Highway Superintendent; Steven Walters, Town Attorney, Ken Farrell, Deputy Town Attorney; Jerry Giglio, Traffic Safety Coordinator and Health and Safety Coordinator; Drew Reilly, Planning Consultant; Charles Naughton, Human Resources and Contract Negotiations Consultant; Sarah desJardins, Planning Consultant; Linda Rogers, Building and Grounds.

Supervisor Shaw calls the meeting to order at 5:32 pm.

Drew Reilly, Planning Consultant gives an overview of the Planning Department/Planning projects. (documentation attached)

Steven Walters, Town Attorney, Councilman Best, Ted Casey, Highway Superintendent and Supervisor Shaw discuss the resolution of 1996 which dealt with the merger or consolidation of the Building and Grounds Department with the Highway Department.

Steven Walters, Town Attorney discusses the funding, the appointment of three members to the Board of Prospect Lawn Cemetery and the Town's periodic assistant in cleanup of the cemetery. He then discusses the Cold War Exemption.

Steven Walters, Town Attorney and the Town Board discuss the abandonment of paper roads within the Town, which include Oakwood, Elmwood, Lynwood and Vernon Road, and the need to further review the item.

Steven Walters, Town Attorney reports that the Conservation Board is limited to nine members pursuant to municipal law. He adds the Town is continuing to work with the DEC on Overlook Park. He states the Town Attorney's office is working on amending the Town procurement policy which he expects to have a copy prepared for all the Board members before the next Board meeting for review.

The Town Board then discusses the nine Conservation Board members.

Supervisor Shaw states that he has come up with some suggestions in reducing the Town's overall cost of operations regarding the expenditures in legal fees and will circulate his memo and discuss it with the Board members over the next thirty days.

Samantha Tarczynski, Director of Administration and Finance states her idea regarding a change in the voucher process is to have the perspective department’s liaison review that department’s voucher prior to submission as it will help familiarize the liaison with that particular department. She states that the Town Board should have received the first overtime report for the year with a brief explanation of what it is and how it’s going to work moving forward. The Town Board then discusses overtime and the need for an analysis. Samantha Tarczynski, Director of Administration and Finance adds the need to discuss the move of the Engineering Departments office.

Christopher Hull, Director of Community Development explains resolution #7 and #10 in the pre-filed agenda.

The Town Board reviews the pre-filed agenda.

Michael Quinn, Engineering Consultant explains resolution #9 in the pre-filed agenda. He then discusses the sidewalk code specifically in regards to Lake Heights and a home on Sussex and their compliance in fixing their sidewalks.

Councilman Best states that the Court will be closing the court office to the public at 4:30PM daily to finish their back office work from 4:30PM to 5PM.

Jerry Giglio, Coordinator of the Traffic Safety Board comments that he has looked into employee ID’s and recommends that the Town establish a policy on how to implement the wearing of the employee ID’s.

1.

On a motion of Supervisor Shaw, seconded by Councilman Mosey, the following resolution was

ADOPTED	Ayes 5	Shaw, Best, Farrell, Mosey, Petrie
	Noes 0	

RESOLVED, that the Town Board move into Executive session at 6:46 PM on personnel matters in the finance department, also to discuss IT personnel needs for the future, an evaluation of current workers, and possible appointment of another person or creation of a new position.

Catherine A. Rybczynski, R.M.C.
Town Clerk

MEMO

To: Hamburg Town Board

From: Drew Reilly and Sarah desJardins – Planning Department

Date: January 22, 2018

RE: Planning: Town Board Items- 01/22/18 meeting

The following is an update to the Town Board on Planning Department/ Town Planning projects:

A. Rezoning Items:

- Applicants for the rezoning of the former **“Sisters” property at South Park and Sowles road** have made application to the Town (copy of plan given to the TB at a previous meeting), The Code Review Committee has made a formal recommendation on this request and this item was referred to the Planning Board by the Town Board. It is still at the Planning Board as the Town is completing a coordinated SEQR (waiting for information from the applicant). As of 1/19/18, we have still not received the SEQR information and therefore have not processed the SEQR coordinated review and it remains tabled at the Planning Board.
- As you are aware, the development of the **South Shore Golf course and adjoining property** has been discussed over the last few months or so (events held in the COB to discuss its development). We received a rezoning application by e-mail on 4/20/17. This is a rezoning from PUD to a new PUD, and at a previous Town Board meeting in 2017, the Town began the process by referring to the PB and beginning the SEQR process (intent to Pos. Dec).

The applicant then amended the rezoning application (reducing the size) and the Town Board once again referred it to the Planning Board and authorized the SEQR Lead Agency process to begin. The application was placed on the Planning Board agenda for 6/7/17, but the Planning Board tabled the action because the applicant had not submitted the required information; PUD plan, schematic site plan, EAF, etc. The EAF has now been completed and a coordinated review has been completed (The Town Board has officially designated yourselves as SEQR Lead Agency). Once the Planning Board completes their review, they will then provide a recommendation and input to the Town Board. The item has been tabled at the Planning Board due to inaction by the applicant, but was recently on the PB agenda on 9/20/17 and at an October, and was tabled again in November. We are still awaiting further information and they could be returning for our meetings in January.

The Planning Department and Supervisor met with the applicant’s representatives on 9/7/17 and we were provided an update on the project. The applicant believes that based on all of the studies they have completed that the

- Town Board will be able to issue a SEQR Negative Declaration and proceed to rezoning in the next three months. If the project does not go through the GEIS process, we would advise the Town to enter into an agreement with the applicant to have them pay for the costs of having these studies reviewed (the Town may need to hire outside expertise). I can discuss this in greater detail at a future work session. We will be advising the applicant, if they are proceeding with the project, to meet with the new Town Board to discuss their project.
- A rezoning request From Cheektowaga Concrete Products LLC for the **Great Lakes Concrete** site on Camp road was discussed at a previous Town Board meeting in 2017. This project will require coordination with the Village of Hamburg, as the site is partially in the Village. The Code Review Committee and Village of Hamburg officials met with the applicant on November 15, 2017 and they received direction that they could proceed with an application (down zoning of the property from Industrial) but with concerns that will need to be addressed. We have not to date received a completed applicant with fee and have not heard whether the applicant wants to proceed or not.
- B. The Planning Board held their last meeting on 1/17/18 (see attached draft meeting minutes). Their next meeting is scheduled for 2/7/17. The items on the agenda include a cell tower and the Tim Horton's project.
- C. The Code review committee last meeting was on 1/17/18 and most of the meeting focused on bringing the committee up to speed on the on-going actions and the outstanding items from 2017. See the attached copy of the Code Review committee agenda and outstanding items. The Telecommunications Moratorium was put in place in November and the Code committee will need to proceed on updating the law (Wendel has and will be supplying sample recommendations for these revisions).

RESOLUTIONS/ACTIONS/PUBLIC HEARINGS for 1/22/18

The Planning Department has no resolutions or public hearings for tonight's meeting.