

A Special Town Board meeting of the Town of Hamburg, County of Erie and State of New York was held at the Town Hall, 6100 South Park Avenue, Hamburg, New York on the 26th day of March 2018.

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

ALSO PRESENT: Catherine A. Rybczynski, Town Clerk; 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; Martin Denecke, Director of Youth, Recreation and Senior Services; Samantha Tarczynski, Director of Administration and Finance; Mike Quinn, Engineering Consultant; Kurt Allen, Supervising Code Enforcement Officer; Sean Crotty, Sr. Public Safety Dispatcher and Emergency Management Coordinator; Gregory Wickett, Chief of Police; Paula Bucci, Senior Personnel Clerk; Chuck Naughton, Human Resources and Contract Negotiations Consultant; Jennifer Kosmowski, Domestic Violence Advocate; Donna Gavin, Information Technology Sr. Computer Operator; Jennifer Robertson, Information Technology Department; Sarah desJardins; Planning Consultant; Tara Rinaldi, Assistant to the Supervisor.

Supervisor Shaw opens the Special Town Board Meeting at 5:39 P.M.

The Pledge of Allegiance was recited.

Information on location of Fire exits was provided.

Systematic Approach to Accurately Recording Work Shifts

The following spoke concerning this topic:

Donna Gavin, Information Technology Sr. Computer Operator, Councilman Best, Ted Casey, Highway Superintendent, Councilman Petrie, Supervisor Shaw, Samantha Tarczynski, Director of Administration and Finance, Chuck Naughton, Human Resources and Contract Negotiations Consultant, Martin Denecke, Director of Youth, Recreation and Senior Services.

1.

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

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

RESOLVED, that within thirty days Department Heads produce policies for punching in and punching out, or working regular shifts as opposed to overtime for all of their employees and how it would work.

BE IT FURTHER RESOLVED, that Samantha Tarczynski, Director of Administration and Finance, give an overall recommendation as to what uniform system could be adopted.

Town Fleet of Autos (policy)

The following spoke concerning this topic:

Supervisor Shaw, Tara Rinaldi, Assistant to the Supervisor, Councilman Petrie, Gregory Wickett, Chief of Police, Councilman Best, Samantha Tarczynski, Director of Administration and Finance, Ken Farrell, Deputy Town Attorney, Kurt Allen, Supervising Code Enforcement Officer, Councilman Best, Steve Walters, Town Attorney, Sean Crotty, Sr. Public Safety Dispatcher and Emergency Management Coordinator, Councilman Mosey, Mike Quinn, Engineering Consultant, Ted Casey, Highway Superintendent

2.

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

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

RESOLVED that the Town Board address the identity of individuals in possession of town vehicles and discuss their intended use.

Boat Launch/Town Beach

The following spoke concerning this topic:

Supervisor Shaw, Ted Casey, Highway Superintendent, Martin Denecke, Director of Youth, Recreation and Senior Services, Councilman Best

Budget Committee Formation and Agenda

Supervisor Shaw spoke concerning this topic. The committee setup meeting is tentatively scheduled for April 10th at 5:30 P.M.

Multi-Modal Trail Committee

Supervisor Shaw spoke concerning this topic. He states that by April 3rd the Town Board has to appoint people to this committee.

Establishment of Agenda for Meetings with Village of Hamburg and Blasdell

Supervisor Shaw spoke concerning this topic. He will make the agendas available on the Town’s website and in Catherine A. Rybczynski, Town Clerk, office. There is another meeting tentatively scheduled for next week with the Mayor of Blasdell, the Mayor of the Hamburg, the Clerk Administrators and Samantha Tarczynski, Director of Administration and Finance.

Town Properties Analysis and Identification

The following spoke concerning this topic:

Supervisor Shaw, Councilman Petrie, Ted Casey, Highway Superintendent, Kurt Allen, Supervising Code Enforcement Officer, Mike Quinn, Engineering Consultant, John McKendry, Councilman Farrell, Christopher Hull, Director of Community Development, Martin Denecke, Director of Youth, Recreation and Senior Services

3.

On a motion of Supervisor Shaw, seconded by Councilman Petrie, the following resolution was
ADOPTED Ayes 5 Shaw, Best, Farrell, Mosey, Petrie
 Noes 0

RESOLVED, that Kurt Allen, Supervising Code Enforcement Officer and Mike Quinn, Engineering Consultant, in regards to a facilities manager be requested to give the Town Board an analysis in writing within 30 days of what the Town needs and how it is to be filled whether it be a permanent employee, an outside company to contract with, or what would be a more efficient option.

IT Needs for Town – RFP Pending

The following spoke concerning this topic:

Supervisor Shaw, Samantha Tarczynski, Director of Administration and Finance, Donna Gavin, Information Technology Sr. Computer Operator, Councilman Mosey, Town Resident

Supervisor Shaw comments that a decision will be made in April on the RFP.

Re-Alignment of Engineering Department and Town Council Locations

The following spoke concerning this topic:

Supervisor Shaw, Councilman Mosey, Councilman Petrie, Councilman Farrell, Mike Quinn, Engineering Consultant, John McKendry, Sarah desJardins; Planning Consultant, Kurt Allen, Supervising Code Enforcement Officer

Town Policy Regarding: News Media

The following spoke concerning this topic:

Supervisor Shaw, Councilman Best, Gregory Wickett, Chief of Police, Ted Casey, Highway Superintendent, Councilman Petrie, Chuck Naughton, Human Resources and Contract Negotiations Consultant, Councilman Farrell, Mike Quinn, Engineering Consultant, Councilman Mosey

4.

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

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

RESOLVED, that Councilman Farrell will draft a policy for the Town Board to consider in late April.

The following concerning the Special Meeting:

John McKendry, Supervisor Shaw

5.

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 adjourn the Special Meeting at 7:13 pm.

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