

Hamburg Town Board Work Session

Catherine A. Rybczynski, Clerk

04-13-2020

James Shaw, Supervisor	(Present)
Shawn Connolly, Councilmember	(Present)
Elizabeth Farrell, Councilmember	(Present)
Karen Hoak, Councilmember	(Present)
Michael Petrie, Councilmember	(Present)

ALSO PRESENT: Catherine Rybczynski, Town Clerk; Walter Rooth III, Town Attorney; Alissa Strauss, Personnel Clerk; Ted Casey, Highway Superintendent; Jennifer Robertson, IT Director; Christopher Hull, Director, Community Development; Samantha Tarczynski, Finance Director; Pat Ryan, Director of Buildings & Grounds; Sarah desJardine, Planning Consultant, Martin Denecke, Director of Senior, Youth, and Recreation Departments

Supervisor Shaw opened the Town Board Work Session at 5:30 P.M.

Mr. Shaw stated that a Department Head meeting was needed to discuss the formation of a plan to safely transition the town back to conducting business. After a brief discussion it was decided to hold the meeting Tuesday, April 21, 2020 at 2 P.M.

Mr. Shaw next brought up the dredging of the boat slip at Hamburg Beach stating that it is scheduled for April 20th at a cost of \$50K, will need a second dredging in late July at a cost of \$10K-\$15K, and generates revenue of \$20K-\$25K annually. Town Park and Beach as well as the offices boat launch permits are available are currently closed (order of Governor). In light of this Mr. Shaw directed Mr. Pat Ryan, Director of Buildings & Grounds (B&G), to wait until April 30th to see if it makes sense to move forward.

Mr. Shaw also stated that he spoke with the Town of Evans regarding the possible use of their Marina as a boat launch, but the supervisor of Evans has indicated that the cost will be \$90K, the Marina has sustained damage from recent weather events and she is not sure it is worth the expense.

A decision to NOT dredge the slip at Hamburg Beach would prevent the Hamburg Water Rescue from launching in Hamburg. Evans future is uncertain and using the Small Boat Harbor in Buffalo is not an option because a covered slip is not available. Councilwoman Farrell stated that failure to dredge the Hamburg Slip may require some additional considerations regarding Hoover Beach.

Councilman Petrie stated he sent an email to the Supervisor regarding the subject of the boat launch. He stated he believes the town has to decide if they will keep the boat launch

and he thinks it should be a service offered by the town even if it loses money.

Samantha Tarczynski, Finance Director, stated the permit for the boat launch should be in the area of \$375.00 to break even. Mr. Petrie dismissed the idea of such a rate hike and asked what the fees were in Evans and Small Boat Harbor. That answer was not readily available, but Mr. Shaw stated he would look into it.

Councilwoman Hoak stated that her greatest concern is safety and whether or not the Rescue Boat will be able to launch or if it will have to incur delays in order to travel to either Evans or Buffalo.

Councilman Connolly stated he agreed that the launch was a good asset, the ability to launch the rescue boat important and he'd like to keep it. He went on to say that the town also has to take into consideration the time the launch is available, number of people who use, the cost, and overall impact and weigh it against the revenue brought in. He added that considering the numbers he believes that funding the dredging or continued maintenance of the launch has to be looked at as a possible cut in these difficult times. He stated that we should look at holding off this year and look at it again next year while seeking to share costs with Evans.

Ms. Farrell stated that she agreed with all of the points made, but cautioned that if dredging doesn't happen this year that it will become more expensive next year. She added that there were still more questions to be answered, such as how the local community is impacted, the surrounding community, the beach, etc. Mr. Shaw cited the increased amount of sand and debris resulting from the storm as an example of how the amount of sand, etc. increase and agreed that the cost will go up. Ms. Farrell asked if FEMA money was available because of the damage from the storm to the launch. Mr. Shaw stated he was uncertain. Ms. Tarczynski stated that it is possible that the excess costs related to the storm v. a regular year may get covered. Mr. Shaw said he would ask Sean Crotty, Senior Dispatcher, for more information.

Mr. Shaw stated that there were a lot of unknown factors such as the cost of slip rental, Evans situation, FEMA allocation requirements, social distancing, cost of dredging in July, etc. and that he would get the costs for the next meeting.

Mr. Ryan asked that if the work is postponed that the Board gives him a date to give the contractor. The date could still be changed, but has to give a tentative date. Mr. Ryan also stated that waiting will give him more time to modify the DEC permit to allow for the sand to be put back on the beach rather than in the water. Doing so could affect the price. The Board agreed upon May 4th as a tentative date.

Ted Casey, Highway Superintendent, stated that the people from Hoover Beach he has spoken with want the sand placed in the water because they feel it helps deposit more sand further down the lake. Mr. Ryan responded that he is aware of that concern and added that this would be the only year he requests to place sand back on the beach. He explained that there was so much sand last year that they were having difficulty keeping it underwater and were nearly flagged by the DEC. The situation is similar this year and he feels they

would run into the same issue. Next year they will return to placing the sand in the water again.

Mr. Shaw reported that the debris (branches, wood, etc.) has been cleared from Hamburg Beach. The initial cost estimate was \$28,500 (based on per ton). However, a great deal more debris was there than anticipated. The first (1st) contractor was unable to complete the job because of the Coronavirus Pandemic and a second (2nd) contractor was hired to finish the job for \$24,800. The total cost was \$53,300 with a possible 75% reimbursement from FEMA. Mr. Ryan will meet with the second (2nd) company tomorrow (April 14th) to get the log sheets from the job. He will then turn those over with the rest of the completed paperwork to Mr. Crotty to submit to FEMA.

Mr. Shaw stated that Mr. Christopher Hull was successful in gaining Community Development Block Grant Funding in the amount of \$297,948.80 for Coronavirus mitigation.

Mr. Petrie asked for an update on B&G and Highway.

Mr. Ryan stated that he had only essential employees coming in on an as needed basis based upon the type of work needed to be performed.

Mr. Casey replied that the Highway Department was operating at less than 50% and covering essential work. He continued that the department is "bare bones" at this time. He also stated that they have just found out that they have a "big problem" with brush in the town. Employees are scheduled as determined by the department and then rotated on a weekly basis.

Ms. Hoak asked if the departments and personnel working had all of the supplies and equipment needed to follow the protocols set forth for the Coronavirus pandemic and if they would be able to be replenished when they run out. Mr. Casey stated that they are monitoring and will "let those who need to know, know" when items run out. Right now they are o.k.

Mr. Ryan stated that B&G has supplies and also has some on back order and will get them when they are available.

Ms. Farrell informed everyone that the Hamburg Rejuvenation Committee cancelled the 25th Annual Town Wide Clean-up scheduled for May 2nd.

Mr. Shaw informed the council that Orchard Park (O.P.) has interviews scheduled for a new Assessor. He reminded everyone that Hamburg has an agreement to "share" an Assessor with O.P. The interviews will be Wednesday and include six (6) candidates. They plan to have three chosen out of the group after Wednesday and make a decision on a finalist by April.

Mr. Shaw was contacted by the Supervisor of the Town of Evans, Mary Hosler, to discuss merging or ceding control of the Evans Code Enforcement Office to Hamburg. They

currently have two (2) part-time inspectors, but do not have a Certified Electrical Inspector. Mr. Petrie asked for clarification as to whether she wanted only to share an Electrical Inspector or have Hamburg take over the department. Mr. Shaw stated it was the whole department. Mr. Petrie responded that he contacted Ms. Hosler around two (2) years ago about the same matter and she never got back to him.

Mr. Shaw asked if any Town Board members had anything to discuss. All declined. He then asked Department Heads. Sarah desJardine, Planning Consultant, stated that the Planning Board will be holding a meeting on April 22nd. Mr. Shaw pointed out that they also held a meeting on April 9th.

The Board turned their attention to the Agenda for the evening. Discussion was held for the items as follows:

Item #4 – Personnel changes for Recreation – Mr. Connolly explained the proposed changes. Mr. Shaw asked Mr. Denecke if any of the new positions would have an employee being paid prior to the end of the Covid-19 closings. Mr. Denecke stated that pay would cease for those who had their terms expire and those intended to be brought back or kept on would not be paid until they are allowed to work (lifting of Covid-19 closings). He continued that there are two (2) new hires for the golf course, but neither of them would be paid either until the golf course is allowed to open.

Mr. Shaw asked if the town would be able to get the golf course in shape and ready for play so that it is ready to go when the ban is lifted. Mr. Denecke deferred to Mr. Ryan and he stated that he planned on having his hires ready to go as usual and maintaining the grounds so that they could be ready to open mid-May.

Item #5 – Town Park Concession RFP to be issued and due May 12th.

Item #6 & Item #7 – B&G Vehicles – Mr. Shaw asked if the vehicles were in poor enough shape that they needed to be replaced. Mr. Ryan stated they are in need of replacement. Mr. Connolly asked about the trade in of the newer vehicle and Mr. Ryan explained that there is now a need for a crew cab to accommodate more people at the Nike Base where the truck is stationed.

Item #8 – no questions

Item #9 – Overtime Preclusion – Mr. Shaw opened the discussion by stating that he thought the second (2nd) clause or “b” clause should be removed because during an emergency it is not certain if the federal or state government will compensate or reimburse the town. Mr. Ryan asked for some clarification and the intent was described in more detail as having the purpose of limiting O.T. in non-emergency situations.

Item #10 – Non Essential Seminars & Training

Item #11 – LED Lighting – Mr. Connolly, Ms. Farrell, Mr. Petrie, and Ms. Hoak spoke about the process, due diligence, legal factors, cost, negotiations, contractors, sub-contractors, etc. Ms. Farrell asked Walter Rooth, Town Attorney, if any other legal issues needed to be addressed relative to the RFP or for any other purpose. Mr. Rooth replied that he did not think anything else was required.

Mr. Shaw asked if everyone had the proclamation honoring Christine DiOrio and Audit of Cash Disbursements. He stated that the DiOrio item would be a unanimous motion for approval.

Mr. Petrie asked if Mr. Ryan was putting together a “Playground Crew” for the coming Summer? Mr. Ryan said he was putting one together.

Ms. Farrell brought up the prospect of discussing ways to conduct business to improve efficiencies and contact with the public. She pointed to an H.R. program as an example. Alissa Strauss, Personnel Clerk, stated she could certainly explore such opportunities.

Mr. Casey asked if the cost of paying workers who are not actually on the job would be reimbursed by FEMA? Mr. Shaw said it is possible. Mr. Casey then asked, Should the Town furlough or lay off workers if it is not known for certain? Perhaps on a voluntary basis? Mr. Shaw replied that he was unsure if workers would benefit from doing so and that he is comfortable in paying our workers and keeping up morale. Mr. Connolly stated that in the private sector it would be considered or done, but not sure if it works in the public sector. Ms. Strauss replied that laying workers off would affect their healthcare coverage and they would either have to purchase COBRA or pay the Town directly. Mr. Ryan interjected that some of his part-time employees have asked about being laid off because they may be better off financially. Mr. Petrie asked each department to take a “straw poll” of part time employees as to whether they want to be laid off or kept on.

Mr. Shaw stated that the spec-build moratorium is drawing to a close, but the committee needed an additional month to finish the report. He continued that he will therefore submit a resolution requesting an additional 30 days and that the moratorium be subsequently lifted.

Mr. Shaw also requested Mr. Rooth and Mark Walling, Assistant Town Attorney, review the

meeting rules and procedures from 1958 and see what updating or changes need to be made, if any, and the board can discuss during the summer months.

Ms. Farrell asked on behalf of the committee that the RFP for the Comprehensive Plan be delayed. A resolution was passed authorizing an RFP so another would be needed in the future.

The Town Board Work Session was adjourned at 7:00 P.M.

Open Meetings Law, Public Officers Law, Article 7, §106. Minutes.

Minutes shall be taken at all open meetings of a public body which shall consist of a record or summary of all motions, proposals, resolutions and any other matter formally voted upon and the vote thereon.

These minutes are an unofficial copy unless the original signature of the Town Clerk is affixed below. The original official paper minutes are stored in the Town's vault.

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