

Hamburg Town Board Work Session
Catherine A. Rybczynski, Clerk
06-08-2020

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; Mark Walling, Deputy Town Attorney; Alissa Strauss, Senior Personnel Clerk; Jennifer Robertson, IT Director; Christopher Hull, Director, Community Development; Martin Denecke, Director of Senior, Youth, and Recreation Departments; Kevin Trask, Chief of Police; Martin C. Denecke, Director of Youth, Recreation & Senior Services; Drew Riley, Planning Consultant; Samantha Tarczynski, Director of Finance; Ted Casey, Highway Superintendent

1.

RESOLVED, that the Town Board opens the Work Session at 5:30 P.M.

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

ADOPTED	Ayes	5	Shaw, Connolly, Farrell, Hoak, Petrie
	Noes	0	
	Abstained	0	

Supervisor Shaw turned the floor over to Jennifer Robinson, IT Director, for a presentation. Ms. Robinson stated that Phase I of the IT project is complete. Need to finance \$224,375 to complete Phase II to add to additional money included in 2020 budget, etc.. The span of financing would be 3 – 5 years. Ms. Robinson is working on some new finance initiatives such as a “cell phone buy-back program” with a Rochester company and would get 40% of the sale of the components. She continued that she would like to eliminate personal printers and cost of toner/ink.

Ms. Robinson stated that the proposed improvements of Phase II are essential. All members of the technology committee agreed that the upgrade needs to take place, especially for the police and dispatch. A memo detailing the proposal was sent to board members earlier in the day. Ms. Robinson stated that a decision needs to be made by the

meeting of June 22, 2020 to get the lease rate quoted to her.

Councilman Petrie asked if the costs could be contained and limited to this year's budget and not need additional funds budgeted from the town in subsequent years. Ms. Robinson stated that she is doing her best to avoid cost overruns and having to request additional funds. She is also looking at ways to save money on toner and phones.

Councilman Connolly stated he went over the proposal with Ms. Robinson and believes that the items included are a package of "essential" items and upgrades.

Councilwoman Farrell agreed that the project is necessary and is a package of "essential" items. She added that Phase II will help stave off future problems and "get us ahead of the curve." She also lauded the 5 year 0% interest and 90 day delayed payment program as beneficial.

Supervisor Shaw directed Ms. Robinson to provide a financial outlook on Thursday (6/11/2020). The Board agreed that the item will be on the agenda of the next board meeting on 6/22/2020.

Report from Drew Reilly

Supervisor Shaw stated that he informed Mr. Reilly that he did not need to take part in the meeting, but that he did send a report for the board. The report included

1. Rezoning requests for 4535 Southwestern Blvd. for a car wash facility and 2819 Lakeview Road to subdivide one (1) lot into three (3) lots.
2. Update on recent Planning Board meeting.
3. Code Review Committee hasn't met since 11/20/2019
4. Future Public Hearing needed for battery storage law
5. Comprehensive plan
6. Town's Waterfront Revitalization Program
7. Conservation Board – Agricultural Protection Plan

Councilwoman Farrell asked that time be put aside to meet with Mr. Reilly in the near future. Supervisor Shaw mentioned that time may be available during a work session during one of the meetings in July.

Councilman Petrie asked that the garbage can lid issue be put on the agenda for the Code Review Committee.

Public Hearing – Solar Energy Law

Supervisor Shaw stated he would like to put forth a motion to adjourn the Public Hearing until July 6, 2020 because the public would not be able to participate or comment.

Report - Dresser & Malecki (Town Accountants)

The report will be coming in either the third (3rd) or fourth (4th) week of June. Supervisor Shaw informed the Board that he had a meeting, along with Samantha Tarczynski, Director of Finance, with representatives of Dresser & Malecki approximately one (1) week ago and the outlook for town finances were not encouraging. They are still gathering information, but when they are finished Supervisor Shaw stated he would get the information out to everyone. Ms. Tarczynski added that she working on getting information to Dresser & Malecki “today and tomorrow” and that she hoped to have a summary available by the next Board meeting in June.

Supervisor Shaw stated that the preliminary numbers point to a \$2 - \$2.5 million shortfall. Sales tax, mortgage tax, Video Lottery Terminal, etc. revenues are down. Also consider the drop in cost of utilities, gas, over time, etc.

Golf Course

Councilman Petrie asked about the email asking what the process for refunds for season golf pass is. Marty Denecke, Director of Youth, Recreation & Senior Services, stated that both he and Luke Sullivan reached out to the individual who inquired about a refund. A discussion took place regarding the concerns he had and they are hopeful to keep him as a customer. Mr. Denecke stated that tee times were more limited because of the conservative start of the season due to Covid-19. They are planning to loosen up restrictions.

Thurston Flooding

Councilman Petrie asked for an update on the Thurston Road flooding issue discussed during the winter. Highway Superintendent Ted Casey stated that he spoke with residents. He continued that the ditch is on a paper road and he will need help from Engineering support to identify the issue and solution. Supervisor Shaw reported that residents from Thurston would like to meet and he sent out an email to Cami Jarrell, Town Engineer, and Mr. Casey to inquire about meeting at 5 pm on Wednesday.

Smith Road

Councilwoman Farrell brought up the drainage issue on Smith Road stating she has forwarded the information she has to Ms. Jarrell. Ms. Jarrell stated she took a preliminary look and felt the problem existed in the rear of the yards and that the drainage near the street was in good shape. As such, the town would need to gain permission to have access to the rear yards to do a more in depth analysis. Supervisor Shaw asked about the possibility of clearing ditches to empty into the 18 Mile Creek and stated that Mark Lorquet, Chair of the Conservation Board and Smith Road resident, has been gathering information and compiling a history of the area regarding the prospect of doing so to relieve the drainage issue in the area. Mr. Casey stated that the ditches are functioning as intended. He added that both of his foremen checked the area and agreed. Supervisor Shaw stated that once all of the information is in an informal meeting could be arranged with residents to discuss alternatives for the area.

Police Department

Supervisor Shaw commended the department, Chief Trask, and Joseph O'Brien in particular for a job well done at the Town Park Beach with parking enforcement over a very busy weekend.

Discussion of Agenda Items

The items were discussed as follows:

-Item #4 - Tribute to Paul Becker – the meeting will have a moment of silence in his honor and a proclamation read.

-Item #3 - (Taken out of order) Supervisor Shaw stated that the Solar Energy Law would be discussed, but then adjourned.

-Item #10 "Approve RFP for Bond Counsel" – Councilman Petrie asked Ms. Tarczynski to inform the Board of when current bonds will be paid off. She replied she would do so. She also stated that she would supply a cost estimate regarding the LED project of how much debt the town could take on based on how much LED savings would be realized.

-Mr. Casey asked if the bonding would include paving work.

-Supervisor Shaw stated that the details of how the money will be allocated have not been decided yet. He continued that the town needs to know how much may be safely borrowed.

-Item #11 – "Part Time Public Safety Dispatcher Hire" – Connor Moses was at the top of the list and vetted by Sean Crotty, Senior Dispatcher, Kevin Trask, Chief of Police, etc.

-Item #12 – PAF: Police – Does not have a resolved clause with a budget line. Supervisor Shaw suggested Amending Item #12 with Item #13.

Item #14 – Approval of the preparation of Proposed Rules of Procedure – Directs Walter Rooth III, Town Attorney, and Mark Walling, Deputy Town Attorney, to draft new procedure of conduct for town board meetings within the next two months.

Item #15 – Recording Interviews/Meetings – Councilman Petrie asked, "What is the background on this, why is this coming up?" Supervisor Shaw stated it is important to maintain integrity and recording without bilateral notice is "a little bit shaky."

Councilwoman Farrell asked if anything was on the books or if guidance existed from the state. Supervisor Shaw stated there is case law available from Chuck Naughton, Human Resource Consultant. Mr. Rooth stated that New York allows for one-party consent to record, but the resolution speaks to transparency and enhances the law. Chief Trask asked that the police be exempt in the case of police investigations or public safety issues. Supervisor Shaw agreed to offer an amendment to that effect. Mr. Casey stated that he believed that the Resolution was in conflict with state law. Supervisor Shaw asked for an opinion from Mr. Rooth who stated that such a policy is acceptable. Mr. Walling concurred that no conflict existed.

Item #16 - Approve Spending Restrictions – Councilman Petrie asked if work over \$1000.00 could be done. Supervisor Shaw clarified that the resolution referred to equipment, not work. Councilwoman Farrell suggested two tiers to allow the Highway Department to meet their needs. Mr. Casey agreed. Supervisor Shaw suggested that the item be tabled to discuss.

Item #17 – Approval of Partial Hiring Freeze – Supervisor Shaw asked Martin C. Denecke

for clarification on how part-time employees would be utilized. Mr. Denecke stated that they would be paid on an as needed/call in basis. Summer programs cancelled as well as the Day Camp at the Nike Base due to declining enrollment, COVID-19, safety concerns, etc. Councilman Petrie agreed with the closing and other austerity measures, but asked that department heads be allowed to do their jobs. Mr. Casey took umbrage with the resolution and stated that he needed his clerical staffer to have more hours (made seasonal/PT) and needed a PT clerk added. He went on to say that they are unable to answer the phones and that a resident complained that they called “half a dozen” times one day with no answer and Mr. Casey stated that this sort of thing happens “all of the time.” He emphasized that the delivery of services to residents would suffer without additional help to answer the phones.

Supervisor Shaw stopped the conversation because the time reached 7 PM, but promised to take up the topic in the regular meeting.

2.

RESOLVED, that the Town Board adjourns the Work Session at 7:00 P.M.

On a motion of Supervisor Shaw, seconded by Councilwoman Farrell, the following resolution was

ADOPTED	Ayes	5	Shaw, Connolly, Farrell, Hoak, Petrie
	Noes	0	
	Abstained	0	

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