

Hamburg Town Board Work Session
Catherine A. Rybczynski, Clerk
06-22-2020

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| 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 Straus, 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 Councilwoman Farrell, the following resolution was

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

Courts

Supervisor Shaw asked Brigid Lavelle, Court Administrator, for an update on the opening of the town court. Ms. Lavelle stated that they have been instructed to perform arraignments for only those arrested prior to April 1, 2020. They are unable to address traffic violations, code violations, or any matters other than criminal ones. Judge Gerald P. Gorman will be on the bench on July 7th to address 20 cases and Judge Carl W. Morgan will take care of 51 cases the following week.

Information & Technology

Jennifer Robertson, Director, Information & Technology, addressed the requests from the IT department on the agenda (Items 16 – 20). She stated that the upgrades are essential and that a decision was needed today to take advantage of the 5 year 0% financing and 90

days deferred payment on the lease of the equipment.

Supervisor Shaw asked if the equipment would belong to the town after the payments were completed. Ms. Robertson responded "Yes."

Supervisor Shaw asked Samantha Tarczynski, Director of Administration & Finance, to comment on the financing of the project. Ms. Tarczynski agreed that Item #20 needed to be passed today to take advantage of the financing. She also stated that the Debt Committee discussed the proposal and were concerned about completing the LED project first to get a better picture of the financial position of the town relative to the effects of COVID-19. She added that they feel the project is important, but may have to wait until the Fall. Ms. Tarczynski said that she would approve the items, but take out the financial vehicle for paying for them.

Councilwoman Farrell asked if a delay in the timeline and spacing out the items addressed in #20 and the other components would present an issue. Ms. Robertson replied that her concern is that the equipment, workstations, and infrastructure is old and if it is not "changed out were going to end up with some issues that I really just don't want to see happen." Ms. Robertson continued by saying that she is concerned that the town is not moving fast enough, but after speaking with "Sam" she could see how there could be other ways of financing in a more productive manner through loans or bonds. She finished by stating that the town can't wait very long.

Ms. Tarczynski added that the Board could take out the financing portion and that the town has sufficient funds in the fund balance to cover the cost of the project and "front" the cash so that the project may move forward until a bond is issued or financing could be decided upon.

Councilman Petrie spoke to compliment Ms. Robertson on doing a good job.

Financial Analysis

Supervisor Shaw asked Ms. Tarczynski to address the preliminary report from Drescher & Malecki regarding operating deficit of the town. He also asked for a report on LED Bonding options and whether the town should consider additional debt financing to fund additional capital expenditures. Ms. Tarczynski asked if a Special Meeting would be held to consider and discuss the financial information. A discussion took place and it was decided that a "live" Special meeting in Rooms 7A and 7B would be held on June 29, 2020 at 5:30 PM. Supervisor Shaw explained that a "live" meeting would better facilitate the exchange of ideas. Ms. Tarczynski agreed that it would be easier to explain the various documents to be discussed.

Ms. Tarczynski asked Town Board members to review the email she sent to each of them at 5:00 PM earlier in the day. She asked that everyone read the items attached prior to the Special Meeting scheduled for Monday, June 29, 2020 at 5:30 PM. An overview of the items was given by Ms. Tarczynski covering the items requested by Supervisor Shaw including operating deficit, impact of lost revenue resulting from Covid-19 shut down, revenue

projections, bond debt, BANs, interest rates, debt rating, LED project, etc.

Councilman Petrie asked Ms. Tarczynski if she had looked at the assessments for the coming year and the impact that some of the larger projects, such as the “Immaculata project,” will have on the tax rolls? Ms. Tarczynski stated that those questions would need to be answered by the Assessing Department.

Ted Casey, Highway Superintendent, asserted that fixing roads should be the town’s priority rather than concentrating and spending money on an LED conversion. He questioned spending money on the LED project if the Return On Investment (ROI) was 10 years out. Councilman Petrie stated the reason the LED conversion is taking place was to free up dollars for other projects. Supervisor Shaw explained that the savings will be \$521K annually and provide for better lighting for roadways and thus making them safer. Ms. Tarczynski concurred and stated the LED project represented “free money” in the simplest terms possible.

Dan Stafford, Town Assessor, offered to run a report of aggregate of tax assessments for the council.

Councilman Connolly spoke as a member of the Debt Committee to explain the rationale behind the decisions being made by the committee.

South Creek Road

Councilman Petrie asked the council their thoughts about the request to split a parcel on South Creek into three (3) parcels for building. Councilman Petrie suggested forwarding the proposal to the Planning Board.

Bethford

Councilman Petrie asked about the status of the sidewalk. Supervisor Shaw stated that it was turned down, but the resident said he would be content with sidewalk on one side. He informed the resident that he would get an answer to him in a few weeks.

Agenda Items

Item #3 – approve as submitted with amendment in email of 6/22/2020

Item #5 – Councilwoman Farrell stated there will be one small amendment to remove the word “area” to match the NYs

Item #6 & Item #7 – Councilwoman Hoak: Coalition for Equity and Inclusion

Item #8 – Councilman Connolly: COVID-19 Testing location at Senior Center at some point in the future

Items #9 - #12 – Some go back to 2004 and 2006; Est. values of adequate compensation determined by the state. Supervisor Shaw will add an amendment to cover all of the resolutions to verify the math in them.

Item #13 – Supervisor Shaw: Town Assessor contract for 50% of the time split with O. P.

Item #14 – Supervisor Shaw: Mike Collins, part time laborer in Buildings and Grounds, has resigned and must act upon it to accept the resignation.

Item #15 – Councilwoman Hoak: An amendment will be proposed to change the start date

to "...upon notification of the Office of Court Administration..."

Item #16 – Monitor Upgrade - Supervisor Shaw asked if an account number should be referenced because it is encumbered money. Ms. Tarczynski and Ms. Robertson agreed that the department account that should be used is A 1690.0207.0002.

Item #17 – Email Upgrade - No Amendment

Item #18 – Antivirus Software Upgrade – Amend to leave the “A. 1690” and delete “.499”

Item #19 – Workstation Upgrade – Ms. Robertson asked that the item be approved.

Supervisor Shaw suggested the Item be amended to offer option to purchase.

Item #20 – No Amendment needed

Item #21 – Defensive Driving Elimination – lack of pupils, many taking the course online. Councilwoman Farrell concurred.

Item #22 – Renew Prospect Lawn Cemetery Assoc. Agreement – Supervisor Shaw: Recommends renewing the contract.

Item #23 – Replacing Signs at Town Park/Beach – Councilman Connolly: Remove the multiple and confusing signs and replace with one larger, new, and improved sign to deter non-residents and residents without permits from parking at the beach.

Item #24 – ZBA Appointment – Councilman Connolly: Reappoint Nicole Falkiewicz

The Town Board adjourns the Work Session at 6:55 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