

A Work Session of the Town Board of the Town of Williamson, County of Wayne and State of New York was held in the Town Complex Court Room located at 6380 Route 21, Suite II, at 7:00 PM on Tuesday, November 12, 2013. The following were

PRESENT: Supervisor James D. Hoffman
Councilman Gary Orbaker
Councilman Anthony Verno
Councilman Michael Bixby
Councilman Thomas D. Watson

ABSENT: None

The Board reviewed bills for payment.

Justin Booth with "Make Communities" handed out and explained information regarding the "Complete Streets" program. Mr. Booth explained that by having a Complete Streets policy in place formalizes a community's intent to plan, design, and maintain streets so they are safe for all users of all ages and abilities. Having this policy in the Town would go hand in hand with the planning and zoning as part of the Master Plan. The policy would direct consistent design and construct the right-of-way to accommodate all anticipated users, including pedestrians, bicyclist, public transportation users, motorists and freight vehicles. The Board agreed to move forward toward creating a Complete Streets Policy for the Town of Williamson.

The Regular Meeting of the Town Board of the Town of Williamson was held in the Town Complex Court Room located at 6380 Route 21, Suite II, following the Worksession at 7:35 PM on Tuesday, November 12, 2013, by Supervisor Hoffman with the Pledge of Allegiance. The following were

PRESENT: Supervisor James D. Hoffman
Councilman Gary Orbaker
Councilman Anthony Verno
Councilman Michael Bixby
Councilman Thomas D. Watson

ABSENT: None

Kurt Allman; Highway Superintendent, John Manahan; Wastewater Treatment Plant Chief Operator, Timothy Wozniak; Planning Board Chairman, Jane Willis, Jim Fox, John Ferrante, Phil Dean, Chris Stevens, Jacob Steurys, Tony Alloco, Mckenzie Lae, Donald R. Morrill, Justin Booth; Make Communities, Wilma Young; Sun & Record, Monica Deyo; Times of Wayne County and the undersigned Town Clerk were also present.

Public Comment: No one wished to comment.

Timothy Wozniak; Planning Board Chairman informed the Board they had at their Worksession held previous to the Board meeting, approved the building permit on the solar project to be located at the landfill.

Supervisor Hoffman made a motion, seconded by Councilman Verno, to accept and/or file the letters and other forms of communication.

Thank you note from George Harland
Letter from Williamson-Pultneyville Historical Society

The motion was carried.

Supervisor Hoffman made a motion, seconded by Councilman Orbaker, to accept the Consent Agenda containing the following items:

- a. previous minutes: October 22, 2013
- b. presentation of Town Clerk's report
- c. accept monthly department reports
- d. pay the Library bills as audited by the Library Board of Trustees:
vouchers 1492 - 1501, total \$2,344.97
- e. approve the following budgetary transfers

<u>From</u>	<u>Amount</u>	<u>To</u>
General Fund		
A1110.2 Justices Eq.	\$ 316.05	A1110.4 Justices CE
A1340.1 Budget PS	\$ 730.36	A1220.2 Supervisor Eq.
	\$ 40.94	A1340.4 Budget CE
A1355.2 Assessment EQ	\$ 1,587.31	A1355.4 Assessment CE
A1910.4 Unallocated Insurance	\$ 118.42	A1420.4 Attorney CE
A9901.9 Interfund Transfer	\$10,000.00	A1990.9 Contingent
A9060.8 Medical Ins.	\$ 81.75	A1410.4 Town Clerk CE
	\$ 3,464.83	1420.4 Attorney CE
	\$ 539.60	A1620.2 Buildings EQ
	\$ 4,000.28	A1620.4 Buildings CE
	\$ 4,554.54	A1650.4 Central Cmmn
	\$ 260.88	A1930.4 Judgements & Claims
	\$ 846.38	A3620.4 Safety Inspection
	\$ 518.50	A5010.4 Supt. of Highways CE
	\$ 264.22	A7550.4 Celebrations CE
	\$ 19.95	A8020.4 Planning CE
	\$ 446.55	A8810.1 Cemeteries PS
	\$ 787.22	A8810.4 Cemeteries CE
	\$ 262.98	A8989.1 Mowing PS
Highway Fund		
5112.4 Permanent Improve.	\$ 5,416.05	5140.4 Misc (Brush/Weeds) CE
Water Fund		
8320.200 Source Pwr/Pmp EQ	\$11,732.09	1440.400 Engineer CE
	\$ 173.89	8310.422 Administration CE
	\$ 284.37	8320.421 Source Pwr/Pmp CE
8330.412 Purification CE	\$ 65.53	8340.413 Purification CE
8340.200 Trans/Dist EQ	\$ 4,810.08	8340.414 Trans/Dist. Meters
	\$ 3,760.16	8340.442 Trans/Dist Veh Mnt
	\$ 273.82	8340.460 Trans/Dist Misc
Sewer Fund		
8120.1 Collecting System/Lines	\$ 320.75	8120.4 Collecting System/Lines

The motion was carried.

Councilman Bixby made a motion, seconded by Councilman Verno, to authorize the Town Clerk to advertise for quotes for cleaning of the Town Hall and Court Facilities. Cleaning requirements can be obtained from the Town Clerk's office. The advertisement will appear in the designated Town papers the week of November 17th, 2013 and quotes will be accepted until December 6th, 2013 at 4:00 PM. The motion was carried.

Councilman Bixby made a motion, seconded by Councilman Watson, to enter into Executive Session to discuss a personnel issue at 7:37 PM. The motion was carried.

Councilman Verno made a motion, seconded by Councilman Orbaker, to return to Open Session at 7:50 PM. The motion was carried.

Councilman Bixby made a motion, seconded by Councilman Verno, to hire Thomas Sperring and Bill Foehner for snow removal at the Town Complex. Their date of hire will be November 13, 2013 at a pay rate of \$10.35 per hour. The motion was carried.

Councilman Bixby made a motion, seconded by Councilman Verno, to hire Jeremiah Brandt as the Building Inspector/ Code Enforcement Officer for the Town of Williamson. His date of hire will be December 2, 2013 at the pay rate of \$21,450 annually. The motion was carried.

Councilman Bixby made a motion, seconded by Councilman Verno, to instruct the Town Clerk to advertise in the official Town papers the weeks of November 17 and November 24, 2013 that the last Town Board meeting of 2013 will be held on Monday, December 30, 2013 at 7:00 PM. The motion was carried.

Councilman Bixby made a motion, seconded by Councilman Orbaker, to appoint A.J. Alvarado to the Library Board of Trustees for a five-year-term. His term is to complete the term left open by Mike Herbert's resignation. The term will be from October 1, 2013 to May 13, 2017. The motion was carried.

Supervisor Hoffman made a motion, seconded by Councilman Verno, to authorize the Town Supervisor to sign an agreement with EBS-RMSCO, Inc. to amend the Town's Health Reimbursement plan document and prepare an SMM. The cost for this service is \$300.00. The motion was carried.

Councilman Bixby made a motion, seconded by Councilman Verno, for the Town Clerk to advertise for the upcoming opening on the Park Committee. The term to be filled will begin on January 1, 2014 until December 31, 2016. The ad will appear in the designated Town papers the week of November 17th, 2013 with applications accepted until December 13th, 2013 at 4:00 PM. The motion was carried.

Supervisor Hoffman stated the Sr. Account Clerk had discussed there being 27 pay payrolls in 2014 instead of 26. This problem only affects salary employees not hourly. She consulted with Ray Wager's office; the Town's financial consultants and was given three options to adjust this issue. Ray Wager's office recommended the pay weeks in January be the 10th and the 29th with a three week spread between the two. The Board agreed to review the options and make a decision at the next board meeting.

Councilman Watson made a motion, seconded by Councilman Orbaker, to authorize Noah Knataitis to attend the GFLRPC Fall 2013 Regional Local Government Workshop being held at the Clarion Hotel in Batavia, New York on Friday November 15, 2013 at a cost of \$75.00. All other necessary and actual expenses are to be a Town charge. The motion was carried.

Ernie Norton; Zoning Board Chairman agreed to gather information along with Tim Worzinak; Planning Board Chairman creating a checklist/questioner to be completed by anyone applying for a building permit.

Councilman Orbaker made a motion, seconded by Councilman Bixby, for the Town Clerk to advertise an upcoming opening on the Drainage Council. The term to be filled will begin on January 1, 2014 until December 31, 2016. The advertisement will appear in the designated Town papers the week of November 17th, 2013 with applications to be accepted until December 5th, at 4:00 PM. The motion was carried.

Councilman Verno made a motion, seconded by Councilman Orbaker, to authorize the Town Supervisor with Williamson Central School District allowing them to purchase roadway salt from the Town of Williamson to enable them to salt the school driveways and parking lots for the winter season of 2013-2014. The cost per ton will be determined at the time of sale. The motion was carried.

Councilman Orbaker made a motion, seconded by Councilman Bixby, to instruct the Town Clerk to advertise for a Public Informational Meeting regarding the "Safe Routes to School Sidewalk Project" to be held on November 20, 2013 at 7:00 P.M. at the United Methodist Church, 4146 Ridge Road in Williamson. The advertisement will appear in the official Town papers the weeks of November 10th and November 17, 2013. The motion was carried.

Councilman Verno made a motion, seconded by Councilman Bixby, to authorize the Town Supervisor to sign an agreement with Wayne County for snow and ice removal from County Roads in Williamson for the 2013 – 2014 season. The motion was carried.

Supervisor Hoffman discussed having a RGRTA [Rochester Genesee Region Transportation Authority] bus shelter in the Town of Williamson. The Business District was not interested in having it located there and the bus system already picks up at several locations in Orchard Estates. Supervisor Hoffman suggested having one located between the Town Complex and Breen's and that RGRTA would come out and evaluate the placement at that location. There would be no cost to the Town.

Kurt Allman; Highway Superintendent stated the Retrofit Vehicle Battery has been installed in Bill Dobie's truck. It will hold four hours of power without the truck running.

John Manahan; Wastewater Treatment Plant Chief Operator discussed with the Board the change orders needed at the Wastewater Treatment Plant for the Screw Press project. The Board felt at this time due to the increase in the cost of the change order, it would need to be bid out. Until further research on the change orders, none were approved at this time.

Public Comment: No one wished to comment.

Supervisor Hoffman made a motion, seconded by Councilman Watson, to pay the following bills as audited:

Abstract Number: 21
Voucher #s: 1502 – 1574

GENERAL FUND	\$ 18,882.33
HIGHWAY	\$ 19,101.05
WATER	\$ 28,079.33
SEWER	\$ 3,497.89
SAFE ROUTES TO SCHOOL H-19	\$ 5,644.61
DRAINAGE	\$ 1,200.00
GRAND TOTAL:	\$ 76,405.21

The motion was carried.

Councilman Bixby made a motion, seconded by Councilman Orbaker, to adjourn the meeting at 8:12 PM. The motion was carried.

Respectfully Submitted,



Marlene A. Gulick, Town Clerk