



Town of Porter

Work Session

~ Minutes ~

3265 Creek Road
Youngstown, NY 14174

TownofPorter.Net

Barb DuBell
716-745-3730

Monday, February 13, 2017

6:00 PM

Town Hall Auditorium

I. Call to Order

6:00 PM Meeting called to order on February 13, 2017 at Town Hall Auditorium, 3265 Creek Rd., Youngstown, NY.

Attendee Name	Organization	Title	Status	Arrived
Mert Wiepert	Town of Porter	Supervisor	Present	
Jeff Baker	Town of Porter	Deputy Supervisor	Present	
Thomas Baia	Town of Porter	Councilman	Present	
Larry White	Town of Porter	Councilman	Present	
J. Duffy Johnston	Town of Porter	Councilman	Present	
Barb DuBell	Town of Porter	Town Clerk	Present	
Kara Hibbard	Town of Porter	Deputy Town Clerk	Absent	
Scott Hillman	Town of Porter	Highway Superintendent	Present	
Mike Dowd	Town of Porter	Attorney	Late	6:20 PM
Susan Driscoll	Town of Porter	Assessor	Present	
Roy Rogers	Town of Porter	Code Enforcement Officer	Absent	

II. Reports

1. Report 2017-48

Historian / Zoning Board Applicants

Supervisor Wiepert: We have 2 applications for the historian and deputy historian positions. Received one from Gary Zanardi, he is the post Commander with the VFW and would like to be the historian, his wife, Lynn Zanardi, would be the deputy.

I'll meet with Sue Dietz, our previous historian. She has a list of questions to ask them during the interview.

We also received 5 or 6 applications for the Zoning Board position. I want you to take these applications and review them. We don't need a vote on that tonight.

RESULT:	REPORT ISSUED
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2. Report 2017-49

Insurance

Supervisor Wiepert: Our town insurance is coming up in March.

Bookkeeper Siegrist: I talked to First Niagara Risk Management today, waiting for a little bit more from Scott on the questionnaire. I got an estimate of \$42,000 with approximately a 2% increase on some of the properties, but she didn't give me a list of which properties. I'm hoping to have more from her by Wednesday because we are up for renewal with them.

Supervisor Wiepert: It's a lengthy application that got to do with the sewer lines and the water lines and the road miles.

RESULT:	REPORT ISSUED
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3. Report 2017-50

Review Website

Review final proposal from Virtual Towns for Town of Porter Website.

The contract includes two types of costs: one-time charges for design/development and annual charges for hosting/maintenance support. One-time charges within the agreement will be billed in three equal payments as follows: initial one-third (\$1,665.00) upon execution of the agreement; second one-third (\$1,665.00) on February, 2018; and final one-third (\$1,665.00) on February, 2019. The first annual services costs are due four months after the signing of the agreement or upon project Go-Live, whichever is sooner. Annual service charge is \$2,750.00 per year which equals \$229.17 per month.

Once the contract is signed we will have an online meeting with a Design Specialist. Then we will have a Design Meeting and create a mockup of the new design for the town.

RESULT:	REPORT ISSUED
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4. Report 2017-52

Town Board Comments

Supervisor Wiepert: Received a letter from Ruth Anne Buzzard looking for financial support for the June 10th, **2017 Bicentennial Flag Day Parade** and Community Faire. They would like to have a band in the parade, Sanborn band is \$600.00. The town board discussed different options and costs for assisting the Bicentennial Flag Day.

Supervisor Wiepert: Let's find out if she's still connected, where she is in the whole picture.

Town Clerk: Read the letter that was received from **Ag & Markets** regarding that fact that currently the Town of Porter does not have a contract for **shelter services** as required by Article 7, Section 114 for the Ag & Markets Law. This was a warning letter that gives the town 30 days to get in compliance.

I talked to Donna Garfinkel, Lewiston Town Clerk, they are the primary for the sheltering since they have the Dog Control Officer. They have been trying to set something up with Grand Paws. We both found out that you do not have to have a vet on the premises.

I also talked to Diane Muscoreil, Wilson Town Clerk, she said that they have a separate sheltering facility behind the highway garage that was built specifically for that purpose. It is heated, has a chain link fence and they charge \$20.00 per day and keep the dogs for up to 14 days. They have 2 DCO's.

That is where we are currently, will keep the board advised as more info becomes available.

Water Tank: There are no demo costs. The water tank is not leaking right now per Highway Superintendent Hillman. In order to shut it off you have to get approval from the Niagara County Health Department. Supervisor Wiepert talked to Dave Britton, he called the health department, but they wouldn't give him an answer. They just told him, yes you have to have our approval, but they didn't give it to him.

Village of Youngstown: Attorney Dowd: The auditor is going to zero in on how we determine the O&M charges for the water sewer system town wide. What she has said is that "I'm not here to get involved with your litigation with the village" but she would to do some kind of an analyses that may help us figure things out with the future of the village. Could be some reallocation of employee hours, general highway versus sewer or water. It would be nice if we could make a town wide sewer district. Hire a couple of guys to work there and take care of everything. If everyone is paid into the same kitty and you have two guys doing the same work, covering everything, it just makes it a lot easier and probably cheaper. They don't do anything by sewer, so there is never a question of how do you allocate those resources.

Senior Citizen Van: Tim Adamson: The senior citizen van handles the Village of Youngstown and the Town of Porter. The van is getting old; you helped us last time and paid for half of it. The van is starting to get worn out. Could you consider helping us, like we have in the past, there are operating expenses. More than 50 percent of the calls are in the Town of Porter. Usually we get a van on state bid and they are about \$22,000 new. This one, I think, has over 150,000 miles on it. If you could just please consider it.

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