



WORK SESSION AGENDA
September 6, 2016

5:30 p.m. Mark Cornell, Hamburg School Superintendent re: School Resource Officer

MAYOR'S REPORT

SPECIAL PROJECT COORDINATOR PAUL BECKER

CODE ENFORCEMENT – KURT ALLEN/JEFF ADRIAN

VILLAGE ADMINISTRATOR WITKOWSKI

- A) Clark Street Speed Limit
- B) Village Tag Line
- C) Executive – Personnel, Legal

DEPUTY MAYOR TALLMAN

- A) ARC
- B) Planning

TRUSTEE GAUGHAN

- A) Beautification
- B) Recreation
- C) Hamburg Holidays

TRUSTEE HACKATHORN

- A) Justice
- B) Historic Preservation
- C) Economic Development

VILLAGE ATTORNEY MURPHY

POLICE CHIEF MICHAEL MELISZ

PUBLIC WORKS SUPERINTENDENT SHUTTLEWORTH

- A) Updates

RECREATION SUPERVISOR HAEICK

FIRE DEPARTMENT, CHIEF STERNER

- A) Monthly Call Report

VILLAGE OF HAMBURG

Vision: *The Most Desirable Community in Western New York Where Quality of Life, Affordability and Innovation is the Norm.*

Mission: *Village Representatives and Employees that care for the Community by efficiently providing services while preparing for the future.*

GUIDELINES FOR PUBLIC EXPRESSION: (HAMBURG VILLAGE BOARD POLICY ESTABLISHED 4/19/99)

1) The public shall be allowed to speak only during the Public Expression periods of the meeting or at such other times as a majority of the Board shall allow. 2) Speakers must give their name, address and organization, if any. 3) Speakers must be recognized by the presiding officer. 4) Speakers must limit remarks to three (3) minutes per person and a maximum of twelve (12) minutes regarding each subject matter. 5) Speakers may not yield any remaining time they may have to another speaker. 6) All remarks shall be addressed to the Board as a body and not to any member thereof. 7) Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste. Unacceptable behavior will not be tolerated and might result in removal from the building. 8) Interested parties or their representatives may address the Board by written communication.

MEETING AGENDA SEPTEMBER 6, 2016

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVE THE MINUTES OF THE REGULAR MEETING OF MONDAY, AUGUST 15, 2016
4. CHARACTER COUNCIL OF HAMBURG, INC.: The virtue for September Diligence. Diligence is investing my time and energy to complete each task assigned to me.
5. PUBLIC EXPRESSION – See signup sheet
6. CORRESPONDENCE
 - A) Clerk-Treasurer's Dept. re: Monthly Report for July 2016
 - B) Carol Miranda, 198 E. Prospect re: overhanging trees
 - C) Agricultural District Open Enrollment

All correspondence is received, reviewed and filed
7. TRUSTEE REPORTS
8. STAFF REPORTS
9. FURTHER PUBLIC EXPRESSION: Relating only to matters discussed during the meeting
10. MAYOR'S REPORT
11. CLOSE MEETING – Announcement of future meetings

MOTIONS
REGULAR BOARD MEETING

1. **MOTION** by Trustee Hackathorn, seconded by Trustee _____, to approve the minutes of the Regular Meeting of the Board of Trustees held on Monday, August 15, 2016.

AYES:

NAYS:

2. **MOTION** by Trustee Hackathorn, seconded by Trustee _____, to increase the budget A.3989.0402 Disaster Other Expense in the amount of \$16,953 from fund balance. This is money reimbursed by FEMA for damages caused by the November 2014 storm and will be used to purchase 14 park benches.

AYES:

NAYS:

3. **MOTION BY** Trustee Hackathorn, seconded by Trustee _____, to increase the budget A.3989.0402 Disaster Other Expense in the amount of \$2,828.80 from fund balance. This is money reimbursed by FEMA for damages caused by the November 2014 storm and will be used for repairs to the roof at 425 Pleasant Avenue.

AYES:

NAYS:

4. **MOTION** by Trustee Hackathorn, seconded by Trustee _____, to authorize the creation of account H43.2016.0353 DPW Equipment-Recycling Grant. This account is to be funded with \$368,202 from fund balance for the purchase of garbage and recycling carts/totes.

AYES:

NAYS:

5. **MOTION** by Trustee Hackathorn, seconded by Trustee _____, to increase the budget of A.3410.0250 Fire Other Equipment in the amount of \$8,609.00 for the purchase of a 2016 Honda ATV as follows: \$2,800 from A.2690 Other Compensation for Loss and \$5,809 from the Insurance Reserve A.863.

AYES:

NAYS:

6. **MOTION** by Trustee Hackathorn, seconded by Trustee _____, to authorize Mayor Thomas J. Moses, Sr. to accept a Preserve N.Y Grant Program Grant of New York State in the amount of \$5,000.00 from the Preservation League for the purpose of undertaking an intensive level historic site survey of the west side neighborhood of the Village.

AYES:

NAYS:

**MOTIONS
REGULAR BOARD MEETING**

7. **MOTION** by Trustee Gaughan, seconded by Trustee _____, to establish the following as the standard work day for an elected official and to report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by this official to the Clerk-Treasurer.

<u>Title</u>	<u>Name</u>	<u>Standard Work Day</u>	<u>Term</u>	<u>Participates in Time Keeping</u>	<u>Days Per Month</u>	<u>Record Of Activity Submitted</u>
--------------	-------------	----------------------------------	-------------	---	-------------------------------	---

Elected:

Trustee	Laura Hackathorn	6	4/4/16-4/6/20	N	For years with 26 pay periods:	Y
					8.24 for 2 pay months 12.36 for 3 pay months	
					27 pay periods:	
					8.00 for 2 pay months 12.00 for 3 pay months	

AYES:
NAYS:

8. **MOTION** by Trustee Gaughan, seconded by Trustee _____,

WHEREAS, the State of New York has awarded the Village of Hamburg a State and Municipal Facilities Program ("SAM") grant through the Dormitory Authority State of New York for the construction of a handicapped accessible Community Center Playground and an Outdoor Space for the Library, and

WHEREAS, the Hamburg Community Playground Project Committee, composed of dedicated volunteer members of the community, is actively raising funds for the playground project through the pursuit of private and public grants, corporate sponsorships and donations from businesses, civic groups and individuals.

NOW THEREFORE, the Village of Hamburg commits to funding the project at a level to assure that the project when completed will produce a fully functional playground.

AYES:
NAYS:

9. **MOTION** by Trustee Gaughan, seconded by Trustee _____,

WHEREAS, the Village of Hamburg Board of Trustees is proposing to replace the existing Community Center Playground owned by the Village; and

**MOTIONS
REGULAR BOARD MEETING**

WHEREAS, after comparing the thresholds in 6 NYCRR 617.4 and 5, the Village Board of Trustees has determined that the proposed project is a Type 2 action as it involves the repair or replacement of existing facilities that does not require substantial changes to the existing usage or playground foot print.

NOW THEREFORE BE IT RESOLVED, that the Village Board of Trustees declares itself Lead Agency for purposes of SEQRA; and

BE IT FURTHER RESOLVED, that the proposed project has been determined not to have a significant impact on the environment and is not subject to further review under SEQRA.

AYES:

NAYS:

10. **MOTION** by Deputy Mayor Tallman, seconded by Trustee _____, to accept, with regret, the resignation of Danielle Zientek from the Environmental Conservation Commission.

AYES:

NAYS:

11. **MOTION** by Deputy Mayor Tallman, seconded by Trustee _____, announcing that Superintendent of Public Works, Marc Shuttleworth, has completed and submitted the Village's Annual Storm Water MS4 Report to the NYSDEC as required and that the report is available for public review and comment in the Clerk-Treasurer's office at Village Hall, 100 Main Street and also on the Village's website at www.villagehamburg.com.

AYES:

NAYS:

12. **MOTION** by Deputy Mayor Tallman, seconded by Trustee _____, to declare the following fixed assets as surplus and authorize disposal of said fixed assets:

Fire Dept.:

1999 Honda ATV, VIN

1998 Trailer, VIN #1HFTE462XG4101103

AYES:

NAYS:

13. **MOTION** by Deputy Mayor Tallman, seconded by Trustee _____, to amend Chapter A255 of the Code of the Village of Hamburg by adding or amending the following fees, effective immediately.

65 Gallon Garbage Tote

\$ 45

95 Gallon Garbage Tote

\$ 50

AYES:

NAYS:

MOTIONS
REGULAR BOARD MEETING

14. **MOTION** by Trustee Hackathorn, seconded by Trustee _____, to hold a Public Hearing on Monday, September 19, 2016 at 7:00 p.m. at Village Hall, 100 Main Street, Hamburg, NY 14075 regarding revisions to Chapter 198 *SOLID WASTE* of the Code of the Village of Hamburg. Copies of the proposed revisions will be available in the Clerk-Treasurer's office at Village Hall beginning Thursday, September 8, 2016.

AYES:

NAYS:

15. **MOTION** by Trustee Hackathorn, seconded by Trustee _____, to appoint Marlene Spada, 99 Highview Circle, Blasdell, to the position of School Crossing Guard PT (Sub) for the Police Department, at a starting rate of \$23.36 per day, pending positive results of a background check.

AYES:

NAYS:

16. **MOTION** by Trustee Gaughan, seconded by Trustee _____, that Michael C. Melisz, having been appointed to the position of Police Chief on April 29, 2016, and such appointment having a probation period expiring on September 9, 2016 as per the Agreement between the Village of Hamburg and Melisz, and Michael C. Melisz having completed such probationary term in a satisfactory matter:

Michael C. Melisz is hereby accorded permanent status in the position of Police Chief of the Village of Hamburg effective September 10, 2016.

AYES:

NAYS:

17. **MOTION** by Trustee Gaughan, seconded by Trustee _____, to appoint Richard Schara to the position of Captain in the Police Department of the Village of Hamburg, subject to a six month probationary period. The effective date for said appointment is September 10, 2016 with an annual salary of \$104,000. This appointment is made from Canvass List #70714, established February 4, 2016.

AYES:

NAYS:

18. **MOTION** by Trustee Gaughan, seconded by Trustee Hackathorn, to authorize Thomas J. Moses, Sr. to sign the Agreement by and between the Village of Hamburg and Richard Schara with respect to the employment of Richard Schara as Police Captain of the Village of Hamburg for the period beginning September 10, 2016.

AYES: Three

NAYS: None

CARRIED

MOTIONS
REGULAR BOARD MEETING

19. **MOTION** by Trustee Gaughan, seconded by Trustee _____, to appoint Anthony Caber to the position of Police Lieutenant in the Police Department of the Village of Hamburg, subject to a six month probationary period. The effective date for said position is September 10, 2016 with an annual salary of \$93,599. This appointment is made from Canvass List #76132, established November 12, 2015.

AYES:

NAYS:

20. **MOTION** by Deputy Mayor Tallman, seconded by Trustee _____, to appoint Raymond Zabron, 218 E. Prospect, to the position of Mechanic in the Department of Public Works, effective September 7, 2016, with a probationary period of six (6) months. The appointment is provisional until approved by Civil Service and subject to Zabron obtaining a Vehicle Inspection License prior to the expiration of his probationary period. The Mechanic pay is at the hourly rate of Mechanic II \$29.50.

AYES:

NAYS:

21. **MOTION** by Deputy Mayor Tallman, seconded by Trustee _____, to appoint Christopher Kustra, 143 Oak Hill Drive, to the position of Truck Driver in the Department of Public Works, effective September 7, 2016, with a probationary period of six (6) months. The hourly rate of a Truck Driver is \$27.60.

AYES:

NAYS:

22. **MOTION** by Deputy Mayor Tallman, seconded by Trustee _____, to authorize Mayor Thomas J. Moses, Sr. to sign an agreement between the Village of Hamburg and Bero Architecture PLLC, thirty two Winthrop St., Rochester, NY 14607 to conduct an Historic Resource Survey of the west end industrial area of the Village.

AYES:

NAYS:

23. **MOTION** by Deputy Mayor Tallman, seconded by Trustee _____, to recommend that the Village Board approve the Application for Certificate of Compliance for building design standards submitted by Dominic Corto, *Corto's Salon*, 18-20 Buffalo Street for renovations that include painting the building, addition of new front doors and addition of an awning/enclosure at the rear entrance of the former Great Harvest, and change of name on the front awning.. Said application having been reviewed by the Architectural Review Committee (ARC) at their meeting of August 16, 2016, and the Architectural Review Committee having made a recommendation to this Board that said application be approved, and this Board having reviewed said application, the Board of Trustees hereby **APPROVES**: the Application for Certificate of Compliance for building design standards submitted by Dominic Corto, *Corto's Salon*, 18-20 Buffalo Street for renovations as recommended above by the Architectural Review Committee.

**MOTIONS
REGULAR BOARD MEETING**

AYES:
NAYS:

24. **MOTION** by Deputy Mayor Tallman, seconded by Trustee _____, to recommend that the Village Board approve the Application for Certificate of Compliance for building design standards submitted by Peter Brydalski on behalf of *Hamburg Family Practice*, 517 Sunset Drive, for two 2' X 6' red and white, non-illuminated flush mount, aluminum skin/composite core signs. Said application having been reviewed by the Architectural Review Committee (ARC) at their meeting of August 16, 2016, and the Architectural Review Committee having made a recommendation to this Board that said application be approved, and this Board having reviewed said application, the Board of Trustees hereby **APPROVES**: the Application for Certificate of Compliance for building design standards submitted by *Hamburg Family Practice*, 517 Sunset Drive, for signage as recommended above by the Architectural Review Committee.

AYES:
NAYS

25. **MOTION** by Trustee Gaughan, seconded by Trustee _____, that the Village Recreation Commission recommends that the Board approve the salaries for the following Recreation Attendants PT and Recreation Attendants Regular PT for the 2016-2017 Fall/Winter Season.

AFTER SCHOOL PROGRAM

Allison Walsh 4760 Best Street	\$9.90/hr	Lindsey McGahey 4838 John Michael Way	\$9.15/hr
Megan Lee 6859 Taylor Rd.	\$8.65/hr	Rachel Baer 57 Sandra	\$8.25/hr
Brendan Moses 41 Sandra Place	\$8.30/hr	Connor Moses 220 Prospect Ave	\$9.45/hr
Thomas Moses 41 Sandra Place	\$9.45/hr	Carson Dayka 117 Old Orchard Lane	\$8.15/hr

AYES:
NAYS:

26. **MOTION** by Trustee Gaughan, seconded by Trustee _____, that the Village Recreation Commission recommends that the Board approve the salaries for the following Recreation Attendants PT and Recreation Attendants Regular PT for the 2016-2017 Fall/Winter Season.

AFTER SCHOOL PROGRAM

Paul Hackathorn 150 Long Ave	\$8.15/hr	Taylor Strawbrich 46 North St.	\$8.00/hr
Donald Rice 1920 Woodward Rd. Elma	\$8.00/hr	Kali Compise 6315 Mayflower	\$8.00/hr

MOTIONS
REGULAR BOARD MEETING

AYES:
NAYS: