

TOWN OF PENDLETON
Work Session
October 22, 2018

A work session of the Town Board of the Town of Pendleton was held at the Town Hall, 6570 Campbell Blvd., Pendleton, NY, on October 22, 2018. The meeting was scheduled for 7:00 p.m.

Supervisor Maerten opened the meeting at 7:08 p.m.

Supervisor Maerten, Councilman Leible, Councilman Fischer, Councilman Ostrowski, and Councilman Graham were present.

Also present:

Deborah Maurer – Town Clerk
Tim Masters – Building Inspector
Craig Walter – Deputy Highway Superintendent
David Britton – Town Engineer
Don Bergman – Budget Officer

There were 16 residents in attendance.

RESOLUTION 186-18

AUTHORIZE PAYMENT OF ABSTRACT #19

Motion by Councilman Leible, seconded by Councilman Fischer, the following resolution was

ADOPTED: Ayes 5 Maerten, Fischer, Graham, Leible, Ostrowski
Nays 0

Resolved to approve payment of Abstract #19, which was paid on October 15, 2018, for the following expenditures:

General Fund	\$ 69,081.04
Highway	\$ 18,652.58
Sewer	\$ 6,221.24
Water District	\$ 78,574.77
Total	\$ 172,529.63

Girl Scout Presentation

Four Girl Scouts from Troop 70015 gave a presentation to the Board to inform them of a community project they would like to do to earn their Bronze Award. The Girl Scouts would like to install a bench and a free library along the Pendleton Town Bike Path. Councilman Fischer suggested that they coordinate with Highway Superintendent Jeff Stowell for this project. The Girl Scouts explained that they will complete this project within one year's time.

RESOLUTION 187-18

GIRL SCOUT COMMUNITY PROJECT

Motion by Councilman Fischer, seconded by Councilman Leible, the following resolution was

ADOPTED: Ayes 5 Maerten, Fischer, Graham, Leible, Ostrowski
Nays 0

Resolved to permit Girl Scout Troop 70015 to construct and place a bench and a free library on Town property coordinating with the Highway Superintendent to ensure that it is placed in an appropriate location.

SEQR Determination - Town Park Improvements

Town Engineer Britton presented the Board with the completed paperwork needed for the State Environmental Quality Review Act (SEQR) determination for the proposed improvements for the Town Park. Engineer Britton made a recommendation to the Board that this project will not have any significant adverse environmental impacts and as such issued a negative declaration. Supervisor Maerten explained that the town received grant funding from Senator Ortt's office to do some improvements in the park. The improvements

will include the addition of a bathroom and paving. The SEQR Determination was required for this grant.

RESOLUTION 188-18

SEQR DETERMINATION – TOWN PARK IMPROVEMENTS

Motion by Councilman Leible, seconded by Councilman Ostrowski, the following resolution was

ADOPTED: Ayes 5 Maerten, Fischer, Graham, Leible, Ostrowski
Nays 0

Resolved to accept Town Engineer Dave Britton’s negative declaration on the SEQR Determination.

RESOLUTION 189-18

RESIGNATION OF BUILDING INSPECTOR

Motion by Councilman Ostrowski, seconded by Councilman Fischer, the following resolution was

ADOPTED: Ayes 5 Maerten, Fischer, Graham, Leible, Ostrowski
Nays 0

Resolved to accept the resignation of Building Inspector Timothy Masters effective October 24, 2018.

Conservation Board Request for Consideration

A conversation took place regarding the decision pending with the Town Board as to whether the Conservation Board is actually a “board” or an “advisory council”. The Conservation Board had previously contacted the Town Board via email with some options on how to proceed while this determination is pending. The Town Board, and the members present from the Conservation Board, agreed that they will hold off on this decision until January 2019. It was also suggested that the Town Board advertise for letters of interest for the board and to consider increasing the members from five to seven.

Beach Ridge Meadows Dedication

Town Engineer Dave Britton presented the Board with the PIP Final Acceptance for the Beach Ridge Meadows Subdivision. Owner, Craig D’Angelo, was present also. Engineer Britton requested that the Board accept the PIP permits as final and consider dedication of the road, Pine Lake Terrace. A discussion took place between the Board, Engineer Britton, Building Inspector Tim Masters and Mr. D’Angelo to clarify the conditions listed on the PIP Final Acceptance letter. Engineer Britton will contact National Grid to inquire about a possible light pole for the far end of the road.

RESOLUTION 190-18

DEDICATION OF PINE LAKES TERRACE – BEACH RIDGE MEADOWS SUBDIVISION

Motion by Councilman Ostrowski, seconded by Councilman Leible, the following resolution was

ADOPTED: Ayes 5 Maerten, Fischer, Graham, Leible, Ostrowski
Nays 0

WHEREAS, the roadway Pine Lakes Terrace was constructed as a Town Road in accordance with plans and specifications prepared by GHD Engineering; and
WHEREAS, the road was dedicated to the Town to be included in the 2018 Town of Pendleton Local Highway Mileage Inventory on October 22, 2018, and
WHEREAS, the two lane road Pine Lakes Terrace is .32 miles in length and consists of a new drainage system, curbs, asphalt pavement, landscaping and street signage; and
WHEREAS, construction of this road has been completed in accordance with drawings submitted and accepted for maintenance by the Town, subject to those completion requirements set forth in the PIP Final Acceptance letter of GHD Engineering dated October 22, 2018; now therefore be it
RESOLVED, that Pine Lakes Terrace shall be included in the 2018 Town of Pendleton Local Highway Mileage Inventory; and be it further

RESOLVED, that New York State Department of Transportation is requested to include Pine Lakes Terrace in the Town of Pendleton's 2018 Inventory of Streets.

RESOLUTION 191-18

SPEED LIMIT EVALUATION - PINE LAKES TERRACE

Motion by Councilman Ostrowski, seconded by Councilman Leible, the following resolution was

ADOPTED: Ayes 5 Maerten, Fischer, Graham, Leible, Ostrowski
Nays 0

Resolved to allow Supervisor Maerten to submit the appropriate paperwork (TE-10a) to Niagara County and New York State Department of Transportation (NYS DOT) for a speed limit evaluation on Pine Lake Terrace.

RESOLUTION 192-18

AMENDMENTS TO TOWN CODES §247-23 AND §247-24

Motion by Councilman Fischer, seconded by Councilman Leible, the following resolution was

ADOPTED: Ayes 5 Maerten, Fischer, Graham, Leible, Ostrowski
Nays 0

Resolved to approve the amendments to Town Code §247-23 *Access to Public Street* and Town Code §247-24 *Contiguous Parcels* as proposed during the Public Hearing held on October 8, 2018.

RESOLUTION 193-18

DECLARE PRINTER SURPLUS

Motion by Councilman Leible, seconded by Councilman Graham, the following resolution was

ADOPTED: Ayes 5 Maerten, Fischer, Graham, Leible, Ostrowski
Nays 0

WHEREAS, the Town of Pendleton is in possession of a broken Brother laser printer that has no resale value, and

WHEREAS, the Town wishes to dispose of this equipment in accordance with state and local requirements, so be it,

RESOLVED, that the Town Board authorizes the disposal of the Brother printer.

Town Hall Employee Time and Attendance Documentation and Approval Procedures

This item was removed from the agenda at this time.

RESOLUTION 194 -18

ONSITE BAS TRAINING – IFM SOFTWARE

Motion by Councilman Leible, seconded by Councilman Fischer, the following resolution was

ADOPTED: Ayes 5 Maerten, Fischer, Graham, Leible, Ostrowski
Nays 0

Resolved to approve scheduling of onsite training for the Business Automation Services, Inc. (BAS) Integrated Financial Management (IFM) System.

Pavilion Rental Fees

Councilman Ostrowski reintroduced the discussion about instituting a pavilion rental fee to help subsidize the cost of cleaning up the park after private events. A \$25.00 rental fee for residents was suggested. The conversation also included the consideration of closing the park at the end of September each year and imposing a non-resident fee. A motion was made by Councilman Fischer, seconded by Councilman Graham, to set the pavilion rental fee at \$25.00 per rental limited to Town residents only. The discussion continued with additional questions regarding refunds for cancellations and if this motion requires a Public Hearing. The motion was rescinded and the discussion was tabled until the next Regular Town Board Meeting scheduled for November 5, 2018 when it can be discussed with Town Attorney Joerg.

Motion by Councilman Leible, seconded by Councilman Fischer, to adjourn from the Regular Meeting and enter into an Executive Session to discuss personnel for the Building Department, inviting Town Clerk Maurer and Building Inspector Masters, at 7:45 p.m. Motion carried.

Motion by Councilman Leible, seconded by Councilman Graham, to adjourn from the Executive Session and the Regular Meeting at 8:20 p.m.

Deborah K. Maurer, Town Clerk