

**VILLAGE BOARD MEETING
JANUARY 26, 2010**

The Village of Gowanda Board of Trustees meeting was called to order by Mayor Richard Klancer at 7:00 p.m. in the Board room, Municipal Building. The pledge of allegiance was recited.

Present: Mayor Richard Klancer
Trustee Carol Sheibley
Trustee Heather McKeever
Trustee John Certis
Trustee Dale DeCarlo

Village Employees: Public Works Superintendent Mike Hutchinson, Village Clerk Kathy Mohawk, Treasurer Cindy Schilling, Disaster Coordinator Nick Crassi

Media Present: Mary Pankow, Gowanda Pennysaver
Phil Palen, Cable Channel 22
Tim Latshaw, Observer

Public Present: Jack Torrance, Kate O'Stricker, Cornell Cooperative Extension Complete Streets Program

Motion 275-09. Motion by Trustee McKeever, seconded by Trustee Certis to approve the minutes of the January 12, 2010 Village Board meeting as presented. Motion carried 5-0.

PUBLIC PARTICIPATION

Kate O'Stricker represents Cornell University Cooperative Extension from the Ellicottville office. She is working with the Village on the Complete Streets program. The funding is from the Healthy Heart program. The purpose of the program is to make sure that all modes of transportation are taken into account, i.e., walking, biking, driving, when any new construction is planned. A walkable assessment was done in Gowanda. She presented a packet containing a sample policy to pass. Along with passing the policy is a mini-grant. With the help of Healthy Community Alliance there will be some community outreach and education. The Cattaraugus County Planning Board has already passed the policy. Ms. O'Stricker advised that she already met with the Planning Board. The wording needs to be in the Village Master Plan. The wording basically says that the community will support the development of a complete system of bikeways, pedestrian facilities and shared use paths, bicycle parking and safe crossings connecting residences, businesses and public places. Bicycle and pedestrian facilities shall be provided in all new construction, reconstruction, and maintenance projects. This sample policy came out of the Federal Transportation booklet. Both houses of the State are looking at the same type of policy. The next step of the process is for her to help the Village get the wording

necessary to adopt the policy and then the Village will receive \$3,000. These funds will mostly be used for the purposes of planning.

Jack Torrance presented the Planning Board report:

“A. 1) It was reported to the Planning Board that the Chair had attended a meeting about “Complete Streets” set up by the Cornell Cooperative Extension. The purpose was to encourage the Planning Board to support the concepts. They were informed that certain changes to the existing Master Plan incorporating “Walkable Communities Concepts” have been submitted to the Village Board by the Planning Board that do just that. They were given copies of the suggested changes and were happy with them.

2) It was also reported that the Cattaraugus County Planning Board has already passed a resolution in support of the “Complete Streets”.

3) It was also reported that the CD-RW containing the revised Master Plan has been received. There are various charts that are in need of update and that work has been started.

B.) The Planning Board agreed to submit the same budget for the 2010-2011 year as was approved for the 2009-2010 year. The costs associated with reprinting the Master Plan were included again in the request because it does not appear that the revised Master Plan will be completed by the end of May 2010.

C.) A revised draft to Chapter 27, House Code, of the Village of Gowanda Municipal Code further codifying the rental properties/landlord portion was distributed and discussed. Mr. and Mrs. Joe Vogtli had commented about the previous draft and have been invited to the March Planning Board meeting. A copy of the revised draft is also being sent to the Code Officer for additional comments.

D.) To fulfill a portion of the NYS- mandated 4 hours of training requirement, the Planning Board members have received copies of “Tutorial Component IX- Strategic Local Laws. This is from the New York Municipal Insurance Reciprocal Land Use Training Program. This Tutorial was discussed and a quiz was distributed to each Planning Board member. It is to be answered, signed and submitted to the Secretary for scoring and recording. 7 out of 8 correct answers constitutes passing and is worth one (1) hour of training.

E.) Proposed code revisions and proposals awaiting Village Board action:

1) Chapter 35 Swimming Pools Initiated 7-25-05 – Planning Board recommendations: reword to match state requirements

2) Chapter 54 Animal Control initiated 8-22-05 Planning Board proposal submitted – awaiting legal clarifications

3) Chapter 30.23A Home Businesses in R-2 Initiated 4-6-09 Planning Board proposal submitted to clarify definitions. Exceptions to be handled by ZBA as a variance.

4) Master Plan of 1999 Initiated 2005 Planning Board submitted proposed revisions 2008, lead agency status for Village Board (Environmental Check Sheets completed).

F.) The next meeting of the Planning Board is scheduled for Monday, March 1, 2010. The main agenda item will be finalizing a proposal to Chapter 27 Housing Code – clarifying Resident/non-resident Landlord responsibilities. This was initiated 4-6-09.”

Public Works Superintendent Hutchinson stated that when a municipal policy is in place and the State comes through to do work on roads, the Village will be in a better position to say this is how the streets should look.

The Village Board intends to meet with the Town of Persia regarding the Master Plan. Mr. Torrance indicated that the Village and the Town of Collins are much farther along in the process. No public meetings or public hearings were held and no SEQR has been done on their part. If the Town of Persia comes on board, it will hold up the process. Mayor Klancer indicated the Village will meet with the Town of Persia and see what their interest is.

BUSINESS/BUILDING PERMITS

Village Clerk Mohawk advised that Building Inspector Brecker issued a business permit for the new restaurant at 19 Jamestown Street.

Motion 276-09. Motion by Trustee DeCarlo, seconded by Trustee McKeever to approve the Business Permit for the restaurant at 19 Jamestown Street. Motion carried 5-0.

POLICE

Village Clerk Mohawk reported that the Village received a check from the Town of Persia for \$825 for court fines. Mayor Klancer asked Village Clerk Mohawk to set up a meeting with the Town of Collins judges to talk about court fine receipts.

JOINT ACTIVITY

Trustee Sheibley acknowledged receipt of \$1500.00 from the United Way of Gowanda. A thank you note will be sent.

Trustee Certis reported that the Learn to Ski program is off to a good start. No injuries have been reported. One rain date occurred and the date will be made up on February 28th.

FIRE

Disaster Coordinator Nick Crassi reported on the flood disaster funds. He said this flood disaster was the biggest event he has been involved with in all his years of emergency services. He indicated it was nice to be able to distribute almost \$20,000 in funds. He gave a report:

“After careful review of all twenty-one applications that were submitted, the committee had \$19,719.24 of donation money to distribute among the applicants. We took into consideration the amount each village resident received in FEMA assistance, flood insurance or any other assistance. Other factors to consider were if they worked or not, if they were retired and how large of family they had. We also reviewed addresses of hardest hit areas. After review we had four families receive \$1,600; five families receive

\$1,000; six families receive \$800; six families receive \$575 totaling 21 families. All \$19,719.24 was turned over to the village residents.”

Mr. Crassi stated that Sandy Gaylord, Sharon Mathe and Dave Schaack served on the committee with him.

Mr. Crassi requested that the Village consider making some funds available to the Disaster Coordinator for communication. He stated it is hard to do his job without communication. Mayor Klancer thanked Disaster Coordinator Crassi for the job he did during the flood.

Trustee DeCarlo presented the end of year report. There were a total of 451 fire calls last year, 175 were fire calls. 286 were flood-related. Of the 165 fire calls, there was a total of 1,762 manhours. During the two weeks of the flood, the Gowanda Fire Department logged 2,300.75 hours. The training for the year totaled 1,117.50 hours for a total for the fire department of 5,180 manhours. During the flood, there were 114 other companies and they logged 11,139 manhours.

TREASURER

Treasurer Schilling presented an update on the FEMA PW's. There is a little over \$4 million in claims. The Village has received \$1.1 million from FEMA.

Public Works Superintendent Hutchinson reported that late today the Village received a loss report for the fire at the DPW building. The appraisal appears to be quite accurate. The offer for the loss and settlement for the contents of that building is \$88,027.24. Treasurer Schilling indicated this is aside from the cost of the sweeper and trucks. The Village already received a settlement for those items. Trustee Sheibley would like to have a sit-down with the insurance adjuster regarding the losses at 27 East Main Street. Treasurer Schilling indicated that the adjuster has been out to the Village several times. Trustee Sheibley asked if this estimate includes the losses for the police and fire departments. Officer-in-Charge Alessi provided a list verbatim and the fire company supplied their list of equipment. The Public Works department worked almost 80 hours figuring up the costs for the items that were lost. Trustee Sheibley questioned if any of these items were covered under the fire department insurance policy. Treasurer Schilling indicated these items were covered under the Village's building policy. Any questions about this should be directed to our adjuster. His name is Doug Galenza. Public Works Superintendent Hutchinson and Treasurer Schilling both indicated they are comfortable with the losses listed on the claim for the fire. Treasurer Schilling suggested that each department do a physical inventory this coming year.

Treasurer Schilling advised that Mark Medole from Emerling Insurance will be at the meeting on February 16th. He indicated there will be a 5% increase in insurance due to the number of claims the Village had this past year aside from the flood and the fire.

PUBLIC WORKS

Trustee Sheibley advised it is necessary to appoint a N.E.S.T. representative and alternate.

Motion 277-09. Motion by Trustee Certis, seconded by Trustee McKeever to appoint Trustee Carol Sheibley as the N.E.S.T. representative and Trustee Dale DeCarlo as the alternate. Motion carried 5-0.

Public Works Superintendent Hutchinson advised that bids for the electrical and instrumentation work at the Point Peter Reservoir pumphouse were opened today. He recommended awarding the low bid to Industrial Power & Lighting for \$79,400.

Motion 278-09. Motion by Trustee Certis, seconded by Trustee Sheibley to award the electrical and instrumentation work at the Point Peter Reservoir pumphouse to the low bidder Industrial Power & Lighting for \$79,400. Motion carried 5-0.

Public Works Superintendent Hutchinson indicated that the costs associated with the records storeroom are higher than anticipated. Village Clerk Mohawk indicated that requirements for the room include 2-hour fire-rated drywall. Clarence Wall & Ceiling quoted a price of \$9,500 to do the work as a change order to their current contract at the public works building. This also means the electrical will need to be reconfigured. Public Works Superintendent Hutchinson estimated \$2,000 for the electrical. He also indicated that the drywall price is only good if the Village acts before Thursday. Discussion centered on the fact that the work needs to be done because the records need to be returned to the Village. Mayor Klancer suggested that the Village go ahead with the fire proof walls and ceiling. Public Works Superintendent Hutchinson will get quotes for the electrical. Village Clerk Mohawk indicated the room would be locked. There is an alarm system already in place in the building. The original grant application included a price for the fire door.

Motion 279-09. Motion by Trustee DeCarlo, seconded by Trustee Certis to authorize Public Works Superintendent Hutchinson and Village Clerk Mohawk to proceed with the work for the storage room. Motion carried 5-0.

Motion 280-09. Motion by Trustee Certis, seconded by Trustee McKeever to authorize Wendel Duchscherer to proceed with the design report and cost estimates for Option B1 as presented. Motion carried 5-0.

Public Works Superintendent Hutchinson reported that he met today with the Town of Persia and it looks like the Dayton Road water district is going to proceed.

Village Clerk Mohawk reported that Supervisor Merle Harvey from the Town of Collins contacted the Village regarding a meeting for Water District #4. She reported that the meeting regarding the Master Plan with the Town of Persia is scheduled for Tuesday,

February 9th, at 6:00. She will attempt to schedule the meeting with the Town of Collins for this coming month as well.

Public Works Superintendent Hutchinson reported that he is meeting tomorrow morning at 9:00 with Dave McCroy of TVGA to go over the Great Lakes grant application before it is submitted.

ADMINISTRATION

Village Clerk Mohawk presented a letter from Erie County advising that the no Village projects were selected for CDBG funding for this coming year.

Village Clerk Mohawk advised of a meeting of a group looking for ways to improve real property tax administration in Cattaraugus County. It will be held Thursday, February 4th, from 9:00 a.m. to 12:30 p.m. in the third floor legislative conference room at the Little Valley County Office Building.

Village Clerk Mohawk reported that the Village received an application for a bingo license from the American Legion. They are desirous of holding bingo once a month for the coming year. It is necessary to have a Bingo Inspector to prepare the reports. Mayor Klancer asked if it is a conflict of interest to issue the license and be the inspector. Village Clerk Mohawk advised that she did it a few times before when the Moose had bingo.

Village Clerk Mohawk reported that the November Treasurer's report was filed.

The Town Hall meeting is scheduled for February 6th at the Gowanda High School auditorium from 1:00 to 3:00 p.m. Village Clerk Mohawk indicated that she supplied an insurance certificate to the school listing the Village as an additional insured.

ENVIRONMENT

Phil Palen reported that the 2009 Tree City recertification was submitted.

Motion 281-09. Motion by Trustee Sheibley, seconded by Trustee Certis to go into Executive session at 8:05 p.m. to discuss a personnel issue. Motion carried 5-0.

Motion 282-09. Motion by Trustee McKeever, seconded by Trustee Certis to come out of Executive Session at 8:15 p.m. Motion carried 5-0.

Motion 283-09. Motion by Trustee Certis, seconded by Trustee McKeever to give previously budgeted raises to the office staff, retroactive to June 1, 2009. Motion carried 5-0.

Motion 284-09. Motion by Trustee Certis, seconded by Trustee McKeever to adjourn the Village Board meeting at 8:20 p.m. Motion carried 5-0.

The next Village of Gowanda board meeting is Grievance Day, February 16, 2010 from 4:00 p.m. until 8:00 p.m.

Respectfully submitted,

Kathleen V. Mohawk
Village Clerk