

REGULAR MEETING

May 12, 2014

The Regular Meeting of the Town Board of the Town of New Bremen, County of Lewis and the State of New York was held at the Town Municipal Office Building, 8420 State Rte. 812, New Bremen, New York on the 12th day of May 2014.

Town Officer's Present: Peter J. Keys, Supervisor
David L. Becker, Councilman
Susan J. Sauer, Councilwoman
Joseph E. Aucter, Councilman
Donald W. Getman, Councilman
Jonathan M. Bush, Highway Superintendent
Elizabeth B. Jones, Clerk
Errol A. Aucter, Justice
Aimee L. Murphy, Court Clerk/Deputy Town Clerk

Attended by: Approximately 7 people

Supervisor Keys called the meeting to order at 6:00 p.m. with the Pledge to the Flag.

RESOLUTION NO. 64 OF 2014 APPROVAL OF MINUTES

On a motion of Councilman Becker, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Getman, Keys Nays 0

RESOLVED, the minutes of the April 14, 2014 meeting are approved.

COUNCIL MEMBER REPORTS

Councilman Becker stated that Sam Yancey approached him pertaining to purchasing the former Town dump property located on the Artz Road. No action taken.

RESOLUTION NO. 65 OF 2014 TOWN CLERK & TAX COLLECTOR'S MONTHLY REPORTS

On a motion of Councilman Sauer, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Getman, Keys Nays 0

RESOLVED, the Town Clerk & Tax Collector's monthly reports are approved as submitted.

HIGHWAY SUPERINTENDENT

Superintendent Bush received notice of CHIPS funding for 2014. The Town will be receiving an extra one-time payment of \$17,984.53 for the extreme winter conditions. Total CHIPS funding to be received is \$169,989.74.

He also requested a decision regarding the possible purchase of a new 1 Ton 4x4 Crew Cab Dump Truck. After lengthy discussion pertaining to the need and cost effectiveness of the purchase, the following resolution was presented.

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**RESOLUTION NO. 66 OF 2014
PURCHASE OF NEW 2014 1 TON 4X4 CREW CAB DUMP TRUCK W/PLOW**

On a motion of Councilman Becker, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 3 Becker, Aucter, Keys Nays 2 Sauer, Getman

RESOLVED, that Jonathan M. Bush, Highway Superintendent of the Town of New Bremen is authorized to purchase 1 – New 2014 1 Ton 4x4 Crew Cab Dump Truck, Quote #15905 (Chautauqua Bid 2014 Group 6, Item 1, Vehicle 3, Award #22539/Contract #PC65855 from Van Bortel Ford, Rochester, NY for \$38,513.51

BE IT FURTHER RESOLVED, that Superintendent Bush is also authorized to purchase 1 – New Fisher 9’6” XV2 Stainless Steel V-Plow, installed on the new 2014 1 Ton Dump Truck from ZAP Power Sports, Glenfield, NY for \$5,650.00

CO. SWEEPING

Councilwoman Sauer asked Highway Superintendent Bush to explain the trade of services with the County Highway for sweeping & mowing of County roads in the Town. Superintendent Bush explained that instead of billing the County for the sweeping and mowing of County roads the County will provide the Town with the use of equipment and materials equivalent to the total of services rendered.

**RESOLUTION NO. 67 OF 2014
JUSTICES MONTHLY REPORTS**

On a motion of Councilwoman Sauer, seconded by Councilman Getman, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Getman, Keys Nays 0

RESOLVED, the Justices monthly reports are approved as submitted.

COUNTY UPDATE

Legislator Moser gave an update on the Van Amber Road Bridge hoping work to be completed in 2015 due to redesigning to raise the deck to avoid flooding.

WORKPLACE VIOLENCE POLICY & TRAINING

The Board reviewed the current policy and designated Errol A. Aucter, Justice and Jonathan M. Bush, Highway Superintendent as contacts for the Workplace Violence Program. Judge Aucter will get together with Mr. Bush and set a date for training all new employees and those who were unable to attend last years training. After discussion the following resolution was presented.

**RESOLUTION NO. 68 OF 2014
WORKPLACE VIOLENCE PREVENTION POLICY & INCIDENT REPORTING**

On a motion of Councilman Becker, seconded by Councilman Getman, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Getman, Keys Nays 0

WHEREAS, the Town of New Bremen is committed to the safety and security of our employees. Workplace violence presents a serious occupational safety hazard to our agency, staff, and clients. Threats, threatening behavior, or acts of violence against employees, visitors, guests, or other individuals by anyone on Town of

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New Bremen property will be thoroughly investigated and appropriate action will be taken, including summoning criminal justice authorities when warranted. All employees are responsible for helping to create an environment of mutual respect for each other as well as clients, following all policies, procedures and program requirements, and for assisting in maintaining a safe and secure work environment, and

WHEREAS, this policy is designed to meet the requirements of NYS Labor Law 27b and highlights some of the elements that are found within our Workplace Violence Prevention Program. The process involved in complying with this law included a workplace evaluation that was designed to identify the workplace violence hazards our employees could be exposed to. Other tools that were utilized during this process included establishing a committee made up of management and Authorized Employee Representatives who will have an ongoing role of participation in the evaluation process, recommending methods to reduce or eliminate the hazards identified during the process and investigating workplace violence incidents or allegations. All employees will participate in the annual Workplace Violence Prevention Training Program, and

WHEREAS, the goal of this policy is to promote the safety and well-being of all people in our workplace. All incidents of violence or threatening behavior will be responded to immediately upon notification. Town of New Bremen has identified response personnel that include a member of management and an employee representative. If appropriate, the Town of New Bremen will provide counseling services or referrals for employees, and

WHEREAS, all Town of New Bremen personnel are responsible for notifying one of the contact persons designated as follows: Justice Errol A. Aucter and Jonathan M. Bush, Highway Superintendent; of any violent incidents, threatening behavior, including threats they have witnessed, received, or have been told that another person has witnessed or received, and now therefore be it

RESOLVED, the Town Board of the Town of New Bremen hereby adopts said policy, orders it to be posted in the Highway Garage and Municipal Office Building and is to be effective immediately.

RESOLUTION NO. 69 OF 2014
NBCIA YOUTH RECREATION PROGRAM

On a motion of Councilwoman Sauer, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Getman, Keys Nays 0

RESOLVED, that the Town Board of the Town of New Bremen does hereby enter into a contract with the New Bremen Community Improvement Association to provide structured educational activities for the youth of the Town of New Bremen for the 2014 Summer Youth Recreation Program, and that the said Town of New Bremen will expend to the New Bremen Community Improvement Association the sum of \$2,000.00. The complete contract is on file in the Town Clerk's Office.

RESOLUTION NO. 70 OF 2014
VILLAGE OF CROGHAN YOUTH RECREATION PROGRAM

On a motion of Councilman Becker, seconded by Councilman Getman, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Getman, Keys Nays 0

RESOLVED, that the Town Board of the Town of New Bremen does hereby enter into a contract with the Village of Croghan to provide structured educational activities for the youth of the Town of New Bremen for the 2014 Summer Youth Recreation Program, and that the said Town of New Bremen will expend to the Village of Croghan the sum of \$2,000.00. The complete contract is on file in the Town Clerk's Office.

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**RESOLUTION NO. 71 OF 2014
STANDARD WORK DAY AND REPORTING RESOLUTION**

On a motion of Councilman Getman, seconded by Councilman Aucter the following resolution was ADOPTED Ayes 5 Becker, Sauer, Aucter, Getman, Keys Nays 0

WHEREAS, the Town of New Bremen hereby establishes the following as standard work days for these titles and will report the officials to the New York State and Local Retirement System based on time keeping system records or their record of activities maintained and submitted by these officials to the clerk of this body and that said resolution be posted on the Town's Official Website for at least 30 days according to state requirements.

Title	Name	Standard Work Day (Hrs/Day)	Term Begins/Ends	Participates in Employer's Time Keeping System (Y/N)	Record of Activities Result
Elected Officials					
Highway Superintendent	Jonathan M. Bush [REDACTED]	8	01/01/14-12/31/15	N	29.75
Town Clerk/Tax Collector	Elizabeth B. Jones [REDACTED]	6.5	01/01/14-12/31/15	N	20.46
Justice	Charles W. Stevens [REDACTED]	6	01/01/14-12/31/17	N	4.13
Councilman	Joseph E. Aucter [REDACTED]	6	01/01/14-12/31/17	N	
Appointed Officials					
Assessor	Robert B. Ball [REDACTED]	6	10/01/13-09/30/19	N	3.61
Deputy Town Clerk	Aimee L. Murphy [REDACTED]	6	01/01/14-12/31/15	Y	
Court Clerk	Aimee L. Murphy [REDACTED]	7.5	01/01/14-12/31/14	Y	
Deputy Hwy. Superintendent	Donald L. Glenn [REDACTED]	8	01/01/14-12/31/15	Y	

CROGHAN FIRE DEPARTMENT

Supervisor Keys received a letter from the Croghan Volunteer Fire Department asking to discuss the Croghan Ambulance Contract and funding for next years budget. It was suggested they attend the next Board meeting.

ZONING PERMIT

Annette Halko and Paul Brown, 8826 Van Amber Rd., Castorland, NY submitted a letter requesting an additional "extension of time" for the cleaning out and removal of the "old" trailer from their property located at 8826 Van Amber Rd., Tax Map #127.00-03-04-120. The current "six (6) month extension of time" expires on June 1, 2014. They are asking for an additional three (3) months extension to clean out and remove the "old" trailer due to their work schedules. After discussion the following resolution was presented.

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**RESOLUTION NO. 72 OF 2014
EXTENSION OF TIME GRANTED**

On a motion of Councilman Becker, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Getman, Keys Nays 0

RESOLVED, the Town Board of the Town of New Bremen hereby grants an extension of their existing permit to Annette Halko & Paul Brown to complete the moving process and removal of the "old" trailer off said property, located at 8826 Van Amber Rd., Tax Map #127.00-03-04-120, on or before September 1, 2014, with a copy of said resolution to be sent to the owner and Zoning Officer, Ward Dailey.

BOARD OF ASSESSMENT REVIEW

Brian W. Smith submitted his letter of resignation from the BAR effective today, May 12, 2014. No appointment made at this time.

**RESOLUTION NO. 73 OF 2014
SUPERVISOR'S MONTHLY REPORT**

On a motion of Councilman Becker, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Getman, Keys Nays 0

RESOLVED, the Supervisor's monthly report is approved as submitted.

**RESOLUTION NO. 74 OF 2014
AUDIT OF CLAIMS**

On a motion of Councilman Becker, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Getman, Keys Nays 0

RESOLVED, that Supervisor Keys is authorized and directed to pay the following amounts on Abstract #3 & #5 of 2014 in the following amounts and complete the transfers.

General	Voucher #76 thru #92	\$8,689.09
Highway T-Wide	Voucher #55 thru #67	\$3,497.79
Highway T-Outside	Voucher #3 thru #5	\$5,508.18

The next meeting of the Town Board of the Town of New Bremen will be held on June 9, 2014 at 6:00 p.m. at the Town Municipal Office Building.

With no further business, on a motion of Councilman Becker, seconded by Councilman Aucter, the meeting was adjourned at 7:43 p.m. Carried unanimously.

Elizabeth B. Jones, RMC
Town Clerk/Tax Collector