

December 12, 2011
Town of Albion
Regular Meeting
7:00 p.m.

1. Call to order
2. Pledge
3. Exits
4. Roll call
5. Attendance sheet
6. Additions, Deletions, and Approval of agenda
7. Presentation by EDA of proposed development at Butts Road Industrial Park—Section 9
8. Presentation and announcement by AMSA—Section 2
 1. Introduction of Katelin Olson, Executive Director of the Albion Main Street Alliance; announcement of grant
 2. Introduction of the new Regional Coordinator Roxanne Kise of the Western Erie Canal Alliance Main Street Program of New York Main Street Program
9. Department Head Reports—Section 1
 - A. Highway, water/sewer—report in books
 - B. Clerk—report in books
 1. Approval of vouchers—Dan Poprawski’s attendance at training for elected officials
 2. Authorization of payment prior to abstract:
 - A. MVP Health Care:

General A9060.8	\$1,730.31
Highway DA9060.8	\$725.93
Highway DB9060.8	\$725.93
Total	\$3,182.17

12-Dec-11

Town of Albion Regular meeting

Please sign in:

- | | |
|---|-----------------------------|
| 1. <u>Michael J. Bonadell</u> | 28. <u>Joseph Ronaddini</u> |
| 2. <u>Abbylie Brown</u> | 29. <u>Rachel Maxon</u> |
| 3. <u>Harmon E. Zimm</u> | 30. <u>Islene Jammaga</u> |
| 4. <u>Shane Price</u> | 31. <u>Jackie Madejski</u> |
| 5. <u>Zachary Mathew</u> | 32. _____ |
| 6. <u>Greg Blank</u> | 33. _____ |
| 7. <u>John Paul Atkins</u> | 34. _____ |
| 8. <u>John Paul Atkins</u>
<u>Community Health</u> | 35. _____ |
| 9. <u>GARY KATZANES</u> | 36. _____ |
| 10. <u>Robert Orr</u> | 37. _____ |
| 11. <u>Kathleen Ford</u> | 38. _____ |
| 12. <u>Nicholas G. Skupis</u> | 39. _____ |
| 13. <u>Tom</u> | 40. _____ |
| 14. <u>Bianca Koneski</u> | 41. _____ |
| 15. <u>Jeffrey Ashbory</u> | 42. _____ |
| 16. <u>Trisha Brooks</u> | 43. _____ |
| 17. <u>Kasie Entz</u> | 44. _____ |
| 18. <u>Festim Beka</u> | 45. _____ |
| 19. <u>Derek Vanderlaan</u> | 46. _____ |
| 20. <u>Denise Bitesbee</u> | 47. _____ |
| 21. <u>Michelle Sguicerarini</u> | 48. _____ |
| 22. <u>Monica SAUNDER'S</u> | 49. _____ |
| 23. <u>Traivon Eipl</u> | 50. _____ |
| 24. <u>Elizabeth Aldaco</u> | 51. _____ |
| 25. <u>Devan Novak</u> | 52. _____ |
| 26. <u>Ryan Wildchametz</u> | 53. _____ |
| 27. <u>Ryan Skellan</u> | 54. _____ |

Account#	Account Description	Fee Description	Qty	Local Share
	Building Permits	Building Permits	9	425.00
	Marr. Lic.	Marriage Licensing Fee	5	87.50
	Misc. Fees	Cert. Copies - Death	1	20.00
		Cert. Copies - Marriage	3	30.00
		Sub-Total:		\$562.50
A1255	Conservation	Conservation	8	44.62
		Sub-Total:		\$44.62
A2544	Dog Licensing	Female, Spayed	11	66.00
		Female, Unspayed	2	24.00
		Male, Neutered	5	30.00
		Male, Unneutered	5	60.00
		Replacement Tags	1	3.00
		Sub-Total:		\$183.00
Total Local Shares Remitted:				\$790.12
Amount paid to: NYS Ag. & Markets for spay/neuter program				37.00
Amount paid to: NYS Environmental Conservation				765.38
Amount paid to: State Health Dept. For Marriage Licenses				112.50
Total State, County & Local Revenues:		\$1,705.00	Total Non-Local Revenues:	\$914.88

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Sarah M. Basinait, Town Clerk, Town of Albion during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor_____
Date_____
Town Clerk_____
Date

ALBION TOWN COURT
3665 CLARENDON ROAD
ALBION, NY 14411

December 6, 2011

Judy Koehler, Town Supervisor
Town Board of Trustees
Albion, New York 14411

RE: MONTHLY REPORT FOR NOVEMBER 2011

Dear Town Supervisor and Town Board Members:

The Monthly Report for Justice Howard consisted of Eight Pages. There were one hundred and three dispositions and three small claims and civil cases. The Fines totaled \$3020.00, the Civil Fees totaled \$51.00 and the Mandatory Surcharges totaled \$3150.00. A check in the amount of \$6221.00 was forwarded to the Town of Albion on the above date on check #1254.

The Monthly Report for Justice Moore consisted of Five Pages. There were fifty-seven dispositions and two small claim and civil cases. The Fines totaled \$1190.00, the Civil Fees totaled \$23.00 and the Mandatory Surcharges totaled \$1595.00. A check in the amount of \$2808.00 was forwarded to the Town of Albion on the above date on check #1023.

Very truly yours,



Denise Cornick
Court Clerk

**TOWN OF ALBION
HIGHWAY & WATER DEPARTMENT**

Jed Standish
Highway Superintendent
3665 Clarendon Road
Albion, New York 14411

Phone 585-589-7048 Ext.16
Fax 585-589-6859

**Monthly Highway Report
October & November 2011**

- 1) Finished final mowing of roadsides
- 2) Final mowing of cemeteries, town hall & ballfield
- 3) Swept intersections
- 4) Paved – Butts Rd., State St., Moore St., Old Telegraph Rd., Gaines Basin Rd.
- 5) Installed shoulders on all of the above
- 6) Paved the Town Hall parking lot
- 7) Paved the driveway approaches @ Public Safety
- 8) Patched pot-holes
- 9) Hauled stone and graded the dirt section of Allensbridge Rd
- 10) Finished the plow turn-around on Allensbridge Rd.
- 11) Lowered a DI on Gainesbasin Rd. @ Wal-Mart
- 12) Plowed and or sanded 3 times
- 13) Pushed leaves back @ Mt. Albion / 3 times
- 14) Installed all plow equipment and sanders in trucks
- 15) Complete services on all equipment
- 16) NYS Inspections on Trk.#251, #252, #255, #256
- 17) Installed 2 new hydraulic cylinders on the plow & wing of Trk.#255
- 18) Installed a new brake chamber on Trk.#255
- 19) Repaired a blown hydraulic line on Trk.#252
- 20) Replaced the wafers on the power broom
- 21) Marked all plow routes with delineators
- 22) Put up 1000ft. of snow fence on Clarendon Rd.
- 23) Repaired shoulders in several areas across town

Water & Sewer

- 1) Replaced the hydrant damaged by car in dist.#1 / Insurance Claim
- 2) Installed a long service in dist.#5 / Neal Farm
- 3) Installed a short service for new home in dist.#5 / Kinter
- 4) Located and marked all main valves in all districts



(11)

Orleans Economic Development Agency/IDA
121 North Main Street, Albion, New York 14411
www.orleansdevelopment.org
585-589-7060

December 7, 2011

Judith Koehler
Supervisor
Town of Albion
3665 Clarendon Road
Albion, NY 14411

RE: OEDA/Town of Albion Funding Participation Agreement

Dear Ms. Koehler:

On behalf of the Orleans Economic Development Agency (OEDA) I would like to thank you and the Town Board for your interest in assisting us with yearly economic development funding in the amount of \$2500.

We have recently invested extensively in wetland mitigation in the Albion Corporate Park (ACP) to evaluate the entire park acreage and to prepare a second developable site adjacent to the site owned by the Medina Hospital. This second site is being seriously considered by an interested company.

As we have discussed the hospital project is scheduled to start construction in 2012 with an anticipated completion by fall 2012. The town's commitment to multi-year development funding will allow the OEDA to commit to a consistent longer term site development strategy as we do with funding from eight other municipalities.

The OEDA board on numerous occasions has been told by our regional marketing partners, the Buffalo Niagara Enterprise and the Greater Rochester Enterprise, that site selectors rank prospective sites by their level of being shovel ready - a common challenge we are trying to address and overcome.

Thank you for your support.

Very truly yours,

James Whipple, CEO

10
(November 23,2011

Town of Albion
Attention: Judith Koehler, Town of Albion Supervisor
3665 Clarendon Road
Albion, New York 14411

Please accept my resignation from the Town of Albion Zoning Board of Appeals effective 12/31/2011. It has been a privilege to have served the citizens of the Town of Albion for the past several years.

My resignation will allow the new board members to provide fresh insight and opinions on future ZBA hearings.

Respectfully Submitted,

(

Ronald L. Ebbs

The Town of Albion is proud to announce that it is the recipient of a Office of Community Renewal grant for \$477,000. Once the contract is signed with the New York Main Street Program, we have only 2 years to do all the work and complete all of the necessary paperwork. The grant was prepared on behalf of the Town Board by Katelin Olson, the AMSA Executive Director. Two professional grant writers, Sue Starkweather from Albion Central School and Elizabeth Olson from the Riverside County Executive Office (California), reviewed the grant prior to submission as AMSA volunteers.

Only three projects were awarded in all of Orleans County. Two of them are for Downtown Albion. (The other is Community Action's job training program at the Main Street Store.)

The target area is North Main Street from the Erie Canal to State Street and East Bank Street from North Main Street to Platt Street. The NY Main Street Grant stipulates that the maximum size of the target area is three blocks. These three blocks were selected because they have the highest concentration of commercial downtown buildings. Only commercial buildings are qualified to apply. (That means the Village buildings, Swan Library, and First Presbyterian Church are excluded.) All building owners in the target area will have equal opportunity to apply to the citizen committee (described below). Sample projects were included in the application as examples, but those building owners will have to apply to the committee for consideration. Inclusion in the application is not a guarantee of funding.

\$395K - building renovations. Maximum award per building is \$50K; requires a 50-50 match and is reimbursable.

\$50K - streetscape improvements. No match is required by the Town or Village.

\$32K - administration. Staffing, advertising, educational materials, and other supplies need for the implementation of the grant. The Town will contract with AMSA to be the grant administrator, as stipulated in the application. There will be no expense to the Town or the Village.

The Town is responsible for setting up a 5-person board, which can be increased to 7. This volunteer advisory board is responsible for selecting the recipients and ensuring that the applicants comply with state and local mandates. Additionally, the committee will be involved in educating the community, particularly the building owners in the target area. The committee will work with the Albion Main Street Alliance, which will be the grant administrator. AMSA will be responsible for ensuring that all timelines are met, that all projects are proceeding according to plan, and that the building owners, committee, and Town are complying with all state requirements. AMSA will additionally be responsible for filing all of the necessary paperwork and ensuring that the program is successfully implemented. The Town Board will receive monthly reports from AMSA on the progress of the projects and the committee's activities.

Because all of the projects must go through the State Historic Preservation Office, they may be eligible for Federal and State historic preservation income tax credits. AMSA will be conducting tax credit workshops for participants.

How committed is the 1 million for the project? Are there written commitments in place?

- Orleans Community Health has been awarded \$784,000 through the Healthcare Efficiency and Affordability Legislation (HEAL 11) Grant. We do have a contract in place.

- The HEAL 11 grant was initially due to expire September 30, 2011. An extension of the HEAL 11 grant funds has since been approved by the New York State Department of Health and Centers for Medicare and Medicaid Services. The goal of this grant is to improve the delivery and access to healthcare services. More than 300 projects were at risk of losing funding to meet the stated goal unless a waiver was granted to allow healthcare organizations to move forward. Orleans Community Health applied for extension of this grant on June 14, 2011. We are currently awaiting a response to this request.

2. Who is providing the 1 million in financing?

- Orleans Community Health through operations
- Healthcare Efficiency and Affordability Legislation (HEAL 11) Grant

3. Is the 1 million for phase 1 or for all 3 phases?

- The 1 million is for phase 1 only.

4. Do you have projected job creation for phase 2 and 3? If so, what is it?

- We have not completed the job creation projections for phase 2 and 3 at this time. The focus has been on phase 1 of the project. This is something we could provide if needed.

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Town of Albion regular Town Board meeting held in the Town hall, 3665 Clarendon Rd.

Meeting called to order at 7:00 pm.

Pledge of Allegiance was said and the exit message was given.

Present were Councilperson Ryan Miller, Councilperson Clifford Thom, Supervisor Judith Koehler, Councilperson Timothy Neilans and Councilperson Matthew Passarell.

Supervisor Judith Koehler: I need a motion for the agenda.

Motion was made by Councilperson Matthew Passarell and was seconded by Councilperson Clifford Thom to approve the agenda as published and submitted. Motion carried by the following vote:

Councilperson Ryan Miller, aye	Councilperson Clifford Thom, aye
Supervisor Judith Koehler, aye	Councilperson Timothy Neilans, aye
Councilperson Matthew Passarell, aye	

Supervisor Judith Koehler: Gab Barone is here tonight for a presentation.

Gab Barone from the EDA introduced James Sinner, CEO of Orleans Community Health/Medina Memorial Hospital and Brian Banas. Mr. Sinner and Mr. Banas gave a presentation on a proposed health care facility project at the Business Park on the corner of Butts Rd and Route 31. The Board and the residents in attendance asked questions regarding this project.

Supervisor Judith Koehler: Katelin Olsen is here tonight with exciting news.

Katelin Olsen, Executive Director of AMSA, announced that the alliance had received a grant in the amount of \$477,000.00 and she explained what downtown buildings would be eligible.

Supervisor Judith Koehler: Roxanne Kise is here tonight.

Roxanne Kise, Regional Coordinator of the Western Erie Canal Alliance Main Street Program, gave a presentation on the program and also commented on the grant that Albion received.

Supervisor Judith Koehler: I need a motion for a five minute break.

Motion was made by Councilperson Timothy Neilans and was seconded by Councilperson Matthew Passarell to recess for a five minute recess at 8:00 pm. Motion was carried by the following vote:

Councilperson Ryan Miller, aye	Councilperson Clifford Thom, aye
Supervisor Judith Koehler, aye	Councilperson Timothy Neilans, aye
Councilperson Matthew Passarell, aye	

Supervisor Judith Koehler: I need a motion to go back into regular session.

Motion was made by Councilperson Timothy Neilans and was seconded by Councilperson Matthew Passarell to reenter the regular at 8:04 pm. Motion was carried by the following vote:

Councilperson Ryan Miller, aye	Councilperson Clifford Thom, aye
Supervisor Judith Koehler, aye	Councilperson Timothy Neilans, aye
Councilperson Matthew Passarell, aye	

December 12, 2011

Supervisor Judith Koehler: I need a resolution for the SEQR.

Resolution #116 SEQR – Zoning Map

RESOLVED, that in accordance with the New York State Environmental Quality Review (SEQR) procedures, the Town Board of the Town of Albion hereby expresses its intent to serve as lead agency to comply with SEQR. In accordance with the likelihood that the Town Board will serve as lead agent, the Board has prepared an environmental assessment of the significance of and potential impact of the Zoning Change to (General Business - B).

WHEREAS The Town of Albion intends to amend a portion of the Town's zoning map to be consistent with the Town's Comprehensive Plan and original zoning for the property.

WHEREAS The Town of Albion intends to re-zone a portion of the "Agricultural/Residential (A/R)" Zoning District and replace it with "General Business (B)" Zoning.

WHEREAS The Town of Albion 2011 Zoning District Change shall have an exterior boundary described as follows:

Beginning at a point, said point being the intersection of the centerline of Telegraph Road (NYS Route 31) with the centerline of Eagle Harbor West Barre Road (66' ROW); thence

1. Westerly, 876 feet more or less along the centerline of Telegraph Road (NYS Route 31) to a point, said point being the intersection of a southerly extension of a westerly property line of Tax Account No. 71.-1-39 with the centerline of Telegraph Road (NYS Route 31); thence
2. Northerly, 426 feet more or less along a southerly extension of a westerly property line and a westerly property line of Tax Account No. 71.-1-39 to a point, said point also being an interior property corner of Tax Account No. 71.-1-39; thence
3. Northerly, 213 feet more or less along a line to a point, said point being a southwesterly property corner of Tax Account No. 71.-1-38.1; thence
4. Easterly, 1,004 feet more or less, along a southerly property line, westerly property line and easterly extension of a southerly property line of Tax Account No. 71.-1-38.1 to a point, said point being along the centerline of Eagle Harbor West Barre Road; thence
5. Southerly, 378 feet more or less along the centerline of Eagle Harbor West Barre Road to a point said point being the Point of Beginning.

End of Boundary Description

WHEREAS the revised Zoning District Change has been recommended by the Town of Albion Planning Board and adopted by the Albion Town Board and shall be inserted in the Zoning Map.

WHEREAS the procedure outlined in this resolution has been recommended by the Orleans County Planning Board.

RESOLVED, that the Town Board hereby accepts the Environmental Assessment of this project, prepared by Chatfield Engineers, P.C.

Motion was made by Councilperson Clifford Thom and was seconded by Councilperson Matthew Passarell authorizing the adoption of this resolution. Resolution duly adopted by the following vote:

Councilperson Ryan Miller, aye

Councilperson Clifford Thom, aye

Supervisor Judith Koehler, aye

Councilperson Timothy Neilans, aye

Councilperson Matthew Passarell, aye

Supervisor Judith Koehler: I need a motion for the health care bills.

Motion was made by Councilperson Timothy Neilans and was seconded by Councilperson Matthew Passarell

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authorizing the payment prior to abstract of the MVP, Univera and CSEA health bills. Motion carried by the following vote:

Councilperson Ryan Miller, aye
Supervisor Judith Koehler, aye
Councilperson Matthew Passarell, aye

Councilperson Clifford Thom, aye
Councilperson Timothy Neilans, aye

Supervisor Judith Koehler: I need a motion for the minutes of November 7.

Motion was made by Ryan Miller and was seconded by Councilperson Matthew Passarell to approve the minutes of the November 7 meeting with a grammatical correction. Motion carried by the following vote:

Councilperson Ryan Miller, aye
Supervisor Judith Koehler, aye
Councilperson Matthew Passarell, aye

Councilperson Clifford Thom, aye
Councilperson Timothy Neilans, aye

Supervisor Judith Koehler: I need a motion for the minutes of November 14.

Motion was made by Timothy Neilans and was seconded by Councilperson Matthew Passarell to approve the minutes of the November 14 meeting with a grammatical correction. Motion carried by the following vote:

Councilperson Ryan Miller, aye
Supervisor Judith Koehler, aye
Councilperson Matthew Passarell, aye

Councilperson Clifford Thom, aye
Councilperson Timothy Neilans, aye

Supervisor Judith Koehler: I need a motion for the minutes of November 28.

Motion was made by Ryan Miller and was seconded by Councilperson Timothy Neilans to approve the minutes of the November 28 meeting with a grammatical correction. Motion carried by the following vote:

Councilperson Ryan Miller, aye
Supervisor Judith Koehler, aye
Councilperson Matthew Passarell, aye

Councilperson Clifford Thom, aye
Councilperson Timothy Neilans, aye

Supervisor Judith Koehler: I need a motion to accept Ron Ebb's resignation.

Motion was made by Councilperson Timothy Neilans and was seconded by Councilperson Clifford Thom to accept the resignation of Ronald Ebbs from the Zoning Board of Appeals effective December 31, 2011. Motion carried by the following vote:

Councilperson Ryan Miller, aye
Supervisor Judith Koehler, aye
Councilperson Matthew Passarell, aye

Councilperson Clifford Thom, aye
Councilperson Timothy Neilans, aye

Supervisor Judith Koehler: I need a motion to move the DVR from the closet to the court office.

Motion was made by Councilperson Timothy Neilans and was seconded by Councilperson Ryan Miller authorizing to acceptance of the proposal from Chubb Security in an amount of \$1,393.00 to relocate the DVR monitoring equipment from the utility closet to the court office. Said proposal in its entirety is hereby filed with and made a part of these minutes. Motion carried by the following vote:

Councilperson Ryan Miller, aye
Supervisor Judith Koehler, aye
Councilperson Matthew Passarell, aye

Councilperson Clifford Thom, aye
Councilperson Timothy Neilans, aye

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Supervisor Judith Koehler: I need a motion to accept the proposal from West Fire Systems.

Motion was made by Councilperson Timothy Neilans and was seconded by Councilperson Clifford Thom to accept the proposal from West Fire Systems in the amount of \$4,960.00 to install aiphone audio/visual intercom system. Said proposal in its entirety is hereby filed with and made a part of these minutes. Motion carried by the following vote:

Councilperson Ryan Miller, aye
Supervisor Judith Koehler, aye
Councilperson Matthew Passarell, aye

Councilperson Clifford Thom, aye
Councilperson Timothy Neilans, aye

Supervisor Judith Koehler: I need a resolution for the grant agreement with Liberty Fresh Farms.

Resolution #117 **Grant Agreement – Liberty Fresh Farms – Orleans Land Restoration Corp.**

The grant agreement in its entirety is hereby filed with and made a part of these minutes.

Motion was made by Councilperson Clifford Thom and was seconded by Councilperson Matthew Passarell authorizing the adoption of this resolution. Resolution duly adopted by the following vote:

Councilperson Ryan Miller, aye
Supervisor Judith Koehler, aye
Councilperson Matthew Passarell, aye

Councilperson Clifford Thom, aye
Councilperson Timothy Neilans, aye

Supervisor Judith Koehler: I need a motion for the health care contribution.

Motion was made by Councilperson Clifford Thom and was seconded by Councilperson Matthew Passarell authorizing that the elected officials will contribute 7.5 % to health care premium for 2012 and that Denise Cornick will also contribute 7.5 % as per her agreement for 2012. Motion carried by the following vote:

Councilperson Ryan Miller, nay
Supervisor Judith Koehler, aye
Councilperson Matthew Passarell, aye

Councilperson Clifford Thom, aye
Councilperson Timothy Neilans, nay

Supervisor Judith Koehler: I need a resolution for the Highway DOT work permit for Water District 9.

Resolution #118 **Highway DOT Work Permit**

Motion was made by Councilperson Ryan Miller and was seconded by Councilperson Timothy Neilans authorizing the acceptance of this permit and the fee amount of \$1,500.00. Said work permit in its entirety is hereby filed with and made a part of these minutes. Resolution duly adopted by the following vote:

Councilperson Ryan Miller, aye
Supervisor Judith Koehler, aye
Councilperson Matthew Passarell, aye

Councilperson Clifford Thom, aye
Councilperson Timothy Neilans, aye

Supervisor Judith Koehler: I need a motion to recess so that Councilperson Ryan Miller can finish signing the vouchers.

Motion was made by Councilperson Ryan Miller and was seconded by Councilperson Matthew Passarell to recess at 9:08 pm so that Councilperson Ryan Miller could finish signing the vouchers. Motion carried by the following vote:

Councilperson Ryan Miller, aye
Supervisor Judith Koehler, aye
Councilperson Matthew Passarell, aye

Councilperson Clifford Thom, aye
Councilperson Timothy Neilans, aye

Supervisor Judith Koehler: I need a motion reenter regular session.

Motion was made by Councilperson Ryan Miller and was seconded by Councilperson Matthew Passarell to reenter regular session at 9:19 pm so that Councilperson Ryan Miller could finish signing the vouchers. Motion carried by the following vote:

Councilperson Ryan Miller, aye
Supervisor Judith Koehler, aye
Councilperson Matthew Passarell, aye

Councilperson Clifford Thom, aye
Councilperson Timothy Neilans, aye

Supervisor Judith Koehler: I need a motion to approve the vouchers.

Resolution #119 Payment of Claims

Whereas, the following are against the Town:

General A & B #'s – 450 – 497	\$ 56,629.99
Highway DA & DB #'s – 209 – 227	\$ 5,246.84
Water Districts #'s – 79 – 91	\$ 7,493.64
Grant 9 #6	\$ 3,426.50
Sewer District #17	\$ 450.00
For a grand total	\$ 73,246.97

Motion was made by Councilperson Ryan Miller and was seconded by Councilperson Clifford Thom to Approve payment of the above listed claims. Resolution duly adopted by the following vote:

Councilperson Ryan Miller, aye
Supervisor Judith Koehler, aye
Councilperson Matthew Passarell, aye

Councilperson Clifford Thom, aye
Councilperson Timothy Neilans, aye

Supervisor Judith Koehler: I need a motion to enter executive session.

Motion was made by Councilperson Timothy Neilans and was seconded by Councilperson Ryan Miller to enter executive session at 9:22 pm for the discussion personnel issues. Motion carried by the following vote:

Councilperson Ryan Miller, aye
Supervisor Judith Koehler, aye
Councilperson Matthew Passarell, aye

Councilperson Clifford Thom, aye
Councilperson Timothy Neilans, aye

Post Executive Session Minutes

The Board went into Executive Session at 9:22 on a motion by Councilperson Neilans and a second by Councilperson Miller. The Board came out of executive session at 9:45 on a motion by Councilperson Miller and a second by Councilperson Passarell. All Aye.

1. The Board discussed the fact that the two-year time clock had already started ticking and that we have to move expeditiously. There will be no extensions granted. The SHPO review process can take 4-6 weeks per project. The Board also discussed having the EDA be the pass-through for the grant money, much as we are doing with Liberty Fresh. That way, property owners can be reimbursed more rapidly because the EDA can cut the checks as soon as permission is received, rather than at a monthly meeting. The Supervisor was asked to discuss it with them and effect an agreement if possible.

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2. The Board voted to establish the committee of 5 with at least 3 alternates for project selection for the New York, with a motion by Councilperson Neilans and a second by Councilperson Passarelli. All aye. Names suggested by Board members: Neil Johnson, Clifford Thom Sr., Michael Beach, Ronald Ebbs, Gerald Baehr, Gary Katsanis, Dean Theodorakos, Kim Remley, Jerome Pawlak, Philip or Harriet Greaser, Bradley J. Shelp, and Susan Starkweather. Supervisor is to send out the letters ASAP.

Letter content:

We're sure you have already heard the wonderful news that AMSA, sponsored by the Town of Albion, has been awarded a New York Main Street grant to help revitalize a three- block area of our historic downtown. Katelin Olson, Executive Director of the Albion Main Street Alliance, wrote the grant, which received the support of the Village of Albion and the Orleans County Economic Development Agency. The total award is \$477,000. \$50,000 of that is a direct grant to the Village of Albion for streetscape enhancement. For that portion there is no financial match required. \$32,000 is for administration of the grant, which, according to the terms of the award, is the responsibility of Albion Main Street Alliance. The largest portion of the money, \$395,000, will be awarded to building owners in the target area for improvements to their buildings, improvements that will bring much-needed repairs to our historic section, provide apartments, and establish new jobs. The building owner will be required to finance repairs or improvements and then be reimbursed by the grant. The maximum grant award per tax parcel is \$50,000. This means that at least \$790,000 can be invested in our historic downtown within the next two years as a result of this grant. Think of the improvement and revitalization this can promote in our Town and Village!

The grant guidelines require the Albion Town Board to establish a committee of 5 persons to review applications for projects to be funded with the New York Main Street Grant 2011 award. The committee will consist of Town of Albion residents who are not eligible for the grant; do not anticipate financially benefiting (by contract or by providing professional services) from the grant; are not related to anyone eligible for a grant; have a demonstrated support of historic preservation and downtown revitalization; are not a member of the Historic Preservation Commission (because it is also a reviewing agency); and have demonstrated community investment and involvement. One of the members will be a current or former member of the Albion Town Board. The names of the committee members will be provided to the grantor (the Office of Community Renewal) upon the signing of the contract. The responsibility of the committee will be outlined by the grant administrator, from whom it will receive guidance and oversight as well. The grant administrator will not serve on the committee itself but will attend all meetings in an *ex officio* capacity.

To be eligible to receive grant awards, building owners will submit to an application process with a list of the specific requirements. All building owners in the target area will receive a copy of these requirements and an invitation to attend informational sessions, at which they can learn the specifics of the program. Once AMSA receives the applications, the Executive Director will copy them and provide them to members of the selection committee. The committee will meet to determine if the project can move to the next step in the funding process. The process should last 2 years, with meetings twice a month (or until the building owner applications are finalized for the funding) and then monthly thereafter or until completion of the contract with New York.

To help better understand and establish the process there will be 2 selection committee trainings in January.

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Upon reviewing the criteria for serving on the selection committee, you were suggested and The Town Board has recommended that you serve on the selection committee. There are opportunities in either serving in a regular capacity or in an alternate capacity. I would like to speak with you personally about this and hope that you can find some time this week for us to get together for a discussion. Please feel free to call my cell phone—585-749-1515.

I look forward to discussing your involvement in this most exciting opportunity for our community.

Sincerely,

Judith Koehler

3. Authorization to sign the contract for the New York Main Street grant—Motion by Councilperson Thom, second by Councilperson Neilans. All Aye.
4. Authorization to sign contract for administration, as specified in the New York Main Street contract—Motion by Councilperson Passarell, second by Councilperson Miller. All Aye.
5. No newly-elected officials were present for a training workshop.

RESOLUTION #120 Main Street Grant Committee

WHEREAS, the Town of Albion applied for a grant from the New York Main Street Program (hereinafter NYMS) to assist commercial and residential mixed use building owners with rehabilitation and improvements to their existing structures; and

WHEREAS, the Town of Albion has been advised that it was awarded a \$477,000.00 grant dedicated to fund and assist owners of buildings in the target area of downtown Albion in the restoration, rehabilitation and improvements of their existing buildings in said downtown area; and

WHEREAS, a requirement of the aforementioned grant is proper program administration; and

WHEREAS, as a condition of the grant the Town of Albion agreed to contract with the Albion Main Street Alliance (hereinafter AMSA) to serve as the local Program Administrator because AMSA is suited to manage programs based on its tenant to facilitate downtown revitalization in the targeted neighborhood; and

WHEREAS, the Town agrees to appoint five (5) citizens to a Downtown Albion Neighborhood Advisory Committee charged to review, with the grant administration, the applications of those seeking to apply for the grant and ultimately select the projects; and

WHEREAS, the proposed committee along with AMSA will be responsible for ensuring that the projects meet each of the NYMS grant funding requirements as well as local requirements of the Albion Historic Preservation Commission; and

WHEREAS, the members of the committee will be a resident of the Town of the Town of Albion; and

WHEREAS, the committee will work together with AMSA to execute a marketing and education plan to ensure that the greater community is aware of the ongoing efforts in the target area; and

WHEREAS, members of the committee will be made upon the recommendation of the Town Supervisor and approval of the Board; and

December 12, 2011

WHEREAS, the term of each member will be for a period of two (2) years or until the completion of the project whichever occurs first;

NOW, THEREFORE BE IT RESOLVED, that the Town Board is hereby authorized to appoint upon the recommendation of the Town Supervisor and approval of the Town Board of the Town of Albion up to five (5) residents of the Town of Albion or building owners in the targeted area of this grant to a committee known as the Downtown Albion Neighborhood Advisory Committee; and be it further

RESOLVED, that said committee will work together with AMSA to ensure the greater community is aware of the ongoing efforts in the targeted area; and be it further

RESOLVED, that said committee will meet at least every two (2) months until the projects are selected and then one (1) time per month through the completion of the program; and be it further

RESOLVED, that the members of this committee will serve a two (2) year term or until the completion of the project whichever is to occur first.

Councilperson Timothy Neilans moved the adoption of the following resolution; Councilperson Matthew Passarell seconded the motion. Resolution duly adopted by the following vote:

Councilperson Ryan Miller, aye

Councilperson Clifford Thom, aye

Supervisor Judith Koehler, aye

Councilperson Timothy Neilans, aye

Councilperson Matthew Passarell, aye

Minutes approved by the Town Board as published and submitted.

Albion: Disbursements by Account

12/15/2011 through 12/15/2011

12/14/2011

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Date	Account	Num	Description	Memo	Category	Amount
12/15/2011	General Ckg - ...	9429	Duplicating Consultants, Inc.	voucher#457...A1620.4 Build...		-219.00
12/15/2011	General Ckg - ...	9430	Orleans County Treasurer	voucher#458...A3510.4A Do...		-2,490.22
12/15/2011	General Ckg - ...	9431	Red Hawk	voucher#459...A1620.4 Build...		-126.12
12/15/2011	General Ckg - ...	9432	LHS Occupational Health	voucher#460...A4025.4 Drug...		-75.00
12/15/2011	General Ckg - ...	9433	Graziela Rondon - Pari	voucher#461...A1110.4C Jus...		-345.00
12/15/2011	General Ckg - ...	9434	Julie Andrews	voucher#463	B8020.1 Plan...	-1,000.00
12/15/2011	General Ckg - ...	9435	...E. Jean Smith		B8020.1 Plan...	-600.00
					B8020.1A Pla...	-500.00
12/15/2011	General Ckg - ...	9436	Joyce Winkelmann	voucher#465	B8020.1 Plan...	-600.00
12/15/2011	General Ckg - ...	9437	David Christofaro	voucher#466	B8020.1 Plan...	-600.00
12/15/2011	General Ckg - ...	9438	F. Richard Remley	voucher#467	B8020.1 Plan...	-600.00
12/15/2011	General Ckg - ...	9439	Hugh Dudley	voucher#468	B8010.1AA Z...	-250.00
12/15/2011	General Ckg - ...	9440	Sally Rytlewski	Voucher#469	B8010.1AA Z...	-250.00
12/15/2011	General Ckg - ...	9441	Leonard Standish	voucher#470	B8010.1AA Z...	-250.00
12/15/2011	General Ckg - ...	9442	Katherine Marks	voucher#471	B8010.1AA Z...	-125.00
12/15/2011	General Ckg - ...	9443	Ronald Ebbs	Voucher#472	B8010.1AA Z...	-250.00
12/15/2011	General Ckg - ...	9444	Philip McKenna	Voucher#473	A3120.1 Polic...	-100.00
12/15/2011	General Ckg - ...	9445	Doherty Communications	voucher#475...A1620.4 Build...		-215.00
12/15/2011	General Ckg - ...	9446	Association Of Towns	voucher#476	A1010.4 Tow...	-150.00
12/15/2011	General Ckg - ...	9447	Northern Supply, Inc	voucher#477...A3310.4 Traffi...		-525.00
12/15/2011	General Ckg - ...	9448	Barre Stone Products, Inc.	voucher#478...A1620.2 Build...		-11,392.98
12/15/2011	General Ckg - ...	9449	G. Neil	voucher#479	A1620.4 Build...	-59.99
12/15/2011	General Ckg - ...	9450	...G4S Secure Solutions (USA...		A1110.4 Justi...	-1,211.50
					A1010.4 Tow...	-310.14
					A1220.4 Supe...	-77.54
12/15/2011	General Ckg - ...	9451	Village Of Albion	voucher#481	B7310.4 Yout...	-6,000.00
12/15/2011	General Ckg - ...	9452	Town Of Albion t&A - vision	voucher#482	A9060.8 Hosp...	-55.89
12/15/2011	General Ckg - ...	9453	Daniel Strong	voucher#483...B8010.4 Zoni...		-195.97
12/15/2011	General Ckg - ...	9454	Chatfield Engineers, PC	voucher#485...B1440.4 Engi...		-97.50
12/15/2011	General Ckg - ...	9455	Town Of Albion t&A - Health...	voucher#486	A9060.8A Me...	-50.00
12/15/2011	General Ckg - ...	9456	...Baldwin Busines Services		A1680.4 Payr...	-250.00
					A1670.4 Cent...	-9.09
					A1315.4 Com...	-6,250.00
					A1320.4 Ind. ...	-50.00
12/15/2011	General Ckg - ...	9457	FLBOA{}	voucher#488	B8010.4 Zoni...	-390.00
12/15/2011	General Ckg - ...	9458	Edith Forbes	voucher#489	A1110.1B Jus...	-900.00
12/15/2011	General Ckg - ...	9459	Joan H. Weet	voucher#490	A1110.1B Jus...	-400.00
12/15/2011	General Ckg - ...	9460	Batavia Newspaper Corp	Voucher#492	A1010.4 Tow...	-21.48
12/15/2011	General Ckg - ...	9461	...Quill Corporation		A1010.4 Tow...	-32.38
					A1220.4 Supe...	-16.19
12/15/2011	General Ckg - ...	9462	Stuart I Brown Accociates, I...	voucher#494...B8020.4 Plan...		-5,956.00
12/15/2011	General Ckg - ...	9463	Jamie Bragg	voucher#495...A1620.4 Build...		-78.00
12/15/2011	General Ckg - ...	9464	New Horizon Communicatio...	voucher#496	A1620.4 Build...	-509.56
12/15/2011	General Ckg - ...	9465	Orleans County Real Property	voucher#497...A1680.4A Ce...		-9,677.18
12/15/2011 - 12/15/2011						-53,261.73

TOTAL INFLOWS 0.00

TOTAL OUTFLOWS -53,261.73

NET TOTAL -53,261.73

4944906 3368.26

51,129.99

Town of Albion General Abstract December 12, 2011

#	Claimant	General A	General B	Amount	Ck.#	Date	
450	MVP Health Care	A9060.8		\$1,730.31	Direct	11/18/2011	PPA
451	First Rehab Life	A9055.8		\$33.40	Direct	11/21/2011	PPA
452	Univera Healthcare	A9060.8		\$177.65	Direct	11/21/2011	PPA
453	National Grid	A1620.4		\$518.38	9423	11/21/2011	Pre-Paid
454	Purchase Power		B8010.4	\$15.84	9424	11/22/2011	Pre-Paid
		A1110.4		\$103.18	9424	11/22/2011	Pre-Paid
		A1410.4		\$53.98	9424	11/22/2011	Pre-Paid
		A1670.4		\$53.28	9424	11/22/2011	Pre-Paid
		A3510.4		\$56.76	9424	11/22/2011	Pre-Paid
455	NYSEG	A1620.4		\$96.42	9426	12/1/2011	Pre-Paid
456	National Grid	A5182.4		\$529.06	9427	12/1/2011	Pre-Paid
457	Duplicating Consultants	A1620.4		\$219.00			
458	Orleans County Treasurer	A3510.4		\$2,490.22			
459	Red Hawk	A1620.4		\$126.12			
460	LHS Occupational Health	A4025.4		\$75.00			
461	Graziela Rondon-Pari	A1110.1C		\$115.00			
462	Graziela Rondon-Pari	A1110.1C		\$115.00			
463	Julie Andrews		B8020.1	\$1,000.00			
464	E. Jean Smith		B8020.1	\$600.00			
			B8020.1A	\$500.00			
465	Joyce Winkelmann		B8020.1	\$600.00			
466	David Cristofaro		B8020.1	\$600.00			
467	F. Richard Remley		B8020.1	\$600.00			
468	Hugh Dudley		B8010.1AA	\$250.00			
469	Sally Rytlewski		B8010.1AA	\$250.00			
470	Leonard Standish		B8010.1AA	\$250.00			
471	Katherine Marks		B8010.1AA	\$125.00			
472	Ronald Ebbs		B8010.1AA	\$250.00			
473	Philip McKenna	A3120.1		\$100.00			
474	Marchese Computer	A1620.4		\$229.95			
475	Doherty Communications	A1620.4		\$215.00			
476	NYS Association of Towns	A1010.4		\$150.00			
477	Northern Supply Inc.	A3310.4		\$525.00			
478	Barre Stone Products, Inc.	A1620.4		\$11,392.98			
479	G Neil	A1620.4		\$59.99			
480	G4S Secure Solutions	A1010.4		\$310.14			
		A1220.4		\$77.54			
		A1110.4		\$1,211.50			
481	Village of Albion		B7310.4	\$6,000.00			
482	CSEA Employee Fund	A9060.8		\$55.89			
483	Daniel D. Strong		B8010.4	\$183.87			
484	Daniel D. Strong		B8010.4	\$12.10			
485	Chatfield Engineers, P.C.		B1440.4	\$97.50			
486	Health Economics Group	A9060.8A		\$50.00			
487	Baldwin Business Services	A1680.4		\$250.00			
		A1670.4		\$9.09			
		A1315.4		\$6,250.00			
		A1320.4		\$50.00			

pd 11/18/11 GE CK #9393

488	FLBOA		B8010.4	\$390.00		
489	Edith E. Forbes	A1110.1B		\$900.00		
490	Joan H. Weet	A1110.1B		\$400.00		
491	Graziela Rondon - Pari	A1110.1C		\$115.00		
492	Batavia Newspapers	A1010.4		\$21.48		
493	Quill Corporation	A1010.4		\$32.38		
		A1220.4		\$16.19		
494	Stuart I. Brown		B8020.4	\$5,956.00		
495	Jamie Bragg	A1620.4		\$78.00		
496	New Horizon Comm.	A1620.4		\$509.56		
497	Real Property	A1680.4A		\$9,677.18		
	General A Pre-Paid	\$3,352.42				
	General B Pre-Paid	\$15.84				
	General A	\$35,827.21				
	General B	\$17,664.47				
	Total	\$56,859.94				
		229.95	V ^P 474			
		56,629.99				

Albion: Disbursements by Account:5

12/15/2011 through 12/15/2011

12/14/2011

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Date	Account	Num	Description	Memo	Category	Amount
12/15/2011	Highway Ckg - ... 5767	...	Town Of Albion t&A - vision		DA9060.8 Ho...	-18.63
					DB9060.8 Ho...	-18.63
12/15/2011	Highway Ckg - ... 5768		Tracey Road Equipment, Inc.	voucher#213...	DA5130.4 Ma...	-33.18
12/15/2011	Highway Ckg - ... 5769		Deckman Oil Co, Inc.	Voucher#21...	DA5130.4 Ma...	-499.41
12/15/2011	Highway Ckg - ... 5770		Albion Automotive Supply	voucher#215.	DA5130.4 Ma...	-389.70
12/15/2011	Highway Ckg - ... 5771		Albion Ace Hardware	voucher#216	DA5130.4 Ma...	-128.79
12/15/2011	Highway Ckg - ... 5772		Waterport Truck Repair, Inc.	voucher#217...	DA5130.4 Ma...	-60.00
12/15/2011	Highway Ckg - ... 5773		Atco International	Voucher#218	DA5130.4 Ma...	-213.25
12/15/2011	Highway Ckg - ... 5774		Monroe Tractor & Implemen...	Voucher#21...	DA5130.4 Ma...	-182.57
12/15/2011	Highway Ckg - ... 5775		Lakeland Equipment Corp	voucher#220	DA5130.4 Ma...	-153.25
12/15/2011	Highway Ckg - ... 5776		Arnold's Auto Parts	voucher#221	DA5130.4 Ma...	-567.49
12/15/2011	Highway Ckg - ... 5777	...	Town Of Albion t&A - Health...		DA9060.8B M...	-25.00
					DB9060.8B M...	-25.00
12/15/2011	Highway Ckg - ... 5778		Orleans County Highway D...	Voucher#223	DB5110.4 Ge...	-843.83
12/15/2011	Highway Ckg - ... 5779		Orleans Ford Mercury, Inc.	voucher#224...	DA5130.4 Ma...	-153.04
12/15/2011	Highway Ckg - ... 5780		Harmco Fastener Co., Inc.	voucher#225...	DA5130.4 Ma...	-116.49
12/15/2011	Highway Ckg - ... 5781		George & Swede Sales & S...	voucher#226	DA5130.4 Ma...	-9.50
12/15/2011	Highway Ckg - ... 5782		Barre Stone Products, Inc.	voucher#227...	DB5110.4 Ge...	-160.66
12/15/2011 - 12/15/2011						-3,598.42

TOTAL INFLOWS 0.00

TOTAL OUTFLOWS -3,598.42

NET TOTAL -3,598.42

-199600.05
1648.42
5246.84

Albion: Disbursements by Account:6

12/15/2011 through 12/15/2011

12/14/2011

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Date	Account	Num	Description	Memo	Category	Amount
12/15/2011	Water Ckg - 1s...	3461	...Freed Maxick & Battaglia, PC		SW1320.4 #1 ...	-10.41
					SW1320.4 #2 ...	-3.42
					SW1320.4 #3 ...	-46.29
					SW1320.4 #4 ...	-27.39
					SW1320.4 #5 ...	-37.80
					SW1320.4 #6 ...	-6.85
					SW1320.4 #7 ...	-0.96
					SW1320.4 #8 ...	-3.83
12/15/2011	Water Ckg - 1s...	3462	...National Grid		SW8320.4 #1 ...	-18.68
					SW8320.4 #5 ...	-18.80
12/15/2011	Water Ckg - 1s...	3463	...Town Of Barre		SW8320.4 #1 ...	-181.62
					SW8320.4 #3 ...	-783.26
					SW8320.4 #4 ...	-474.49
					SW8320.4 #5 ...	-626.61
					SW8320.4 #6 ...	-122.60
					SW8320.4 #7 ...	-15.89
					SW8320.4 #8 ...	-65.84
12/15/2011	Water Ckg - 1s...	3464	Ti - Sales, Inc.	voucher#82	...SW8340.4 #5 ...	-707.34
12/15/2011	Water Ckg - 1s...	3465	Albion Ace Hardware	voucher#83	...SW8340.4 #4 ...	-41.01
12/15/2011	Water Ckg - 1s...	3466	...Lock City Supply, Inc.		SW8340.4 #3 ...	-245.51
					SW8340.4 #4 ...	-222.10
12/15/2011	Water Ckg - 1s...	3467	FedEx	voucher#85	SW8310.4 #1 ...	-17.80
12/15/2011	Water Ckg - 1s...	3468	...Village Of Albion		SW8320.4 #1 ...	-32.08
					SW8320.4 #2 ...	-1,720.00
12/15/2011	Water Ckg - 1s...	3469	...Blair Supply Corp.		SW8340.4 #3 ...	-15.50
					SW8340.4 #4 ...	-38.20
12/15/2011	Water Ckg - 1s...	3470	...Baldwin Busines Services		SW1315.4#1 ...	-170.00
					SW1315.4#2 ...	-170.00
					SW1315.4#3 ...	-170.00
					SW1315.4#4 ...	-170.00
					SW1315.4#5 ...	-170.00
					SW1315.4#6 ...	-170.00
					SW1315.4#7 ...	-170.00
					SW1315.4#8 ...	-170.00
12/15/2011	Water Ckg - 1s...	3471	Harmco Fastener Co.	voucher#89	...SW8340.4 #3 ...	-327.57
12/15/2011 - 12/15/2011						-7,171.85

TOTAL INFLOWS 0.00

TOTAL OUTFLOWS -7,171.85

NET TOTAL -7,171.85

321.79

7493.64

[illegible][illegible]

Albion: Disbursements by Account-GR#9:3

12/15/2011 through 12/15/2011

12/14/2011

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Date	Account	Num	Description	Memo	Category	Amount
12/15/2011	General Ckg -...	9466	Chatfield Engineer...	voucher#6	I... GR9-8310.4 A...	-3,426.50
12/15/2011 - 12/15/2011						-3,426.50
TOTAL INFLOWS						0.00
TOTAL OUTFLOWS						-3,426.50
NET TOTAL						-3,426.50

Town of Albion Grant # 9 Abstract December 12, 2011

[illegible]

Albion: Disbursements by Account:7

12/15/2011 through 12/15/2011

12/14/2011

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Date	Account	Num	Description	Memo	Category	Amount
12/15/2011	Sewer District ...	1117	Baldwin Busines Services	voucher#17	SS1-8110.4 A...	-450.00
12/15/2011 - 12/15/2011						-450.00
TOTAL INFLOWS						0.00
TOTAL OUTFLOWS						-450.00
NET TOTAL						-450.00

Town of Albion Sewer # 1 Abstract December 12, 2011

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