



Michael Havens
Superintendent of Schools

Phone: 315-524-0201
Fax: 315-524-4233
mhavens@wayne.k12.ny.us

Wayne Central School District

LETTER to the BOARD

March 12, 2004

“By persisting in your path, though you forfeit the little, you gain the great.”
-- Ralph Waldo
Emerson

Greetings from Wayne Central School District. Below are some items of interest.

Newsletter:

1. **Construction Update** – Following the February 12 meetings with SED, the estimated approval date for our capital project was March 10. As of yet, I have not heard any confirmation as to whether that has in fact occurred. SED has required additional sprinklers in the high school. This may require a new fire pump installation as well. Costs will be in excess of \$200,000. This additional expense will require us to re-examine the scope of this project and determine possible modifications to the plan. The project team will be meeting with LeChase and Clark Patterson on March 19 to discuss these issues. I will give an update in next Friday’s letter and at the Board meeting.
2. **Bray Matter -** The committee met regarding Bradley Bray’s diabetes and have established some guidelines regarding his condition and how to address it. Mrs. Bray initiated further correspondence with our school physician, Dr. Devore, requesting a meeting with her and her husband regarding Bradley. Dr. Devore talked to me about the request. It is our position that Dr. Devore is retained by Wayne Central, and subsequently will not be engaging with the Bray’s unless instructed to do so by the district.
3. **Sales Tax Update:** It is my belief that the County Supervisors have agreed to hold off on taking back the sales tax and have agreed to a committee of two supervisors, two superintendents and a neutral third party to initiate long range planning regarding this matter. The efforts of the school superintendents, Board of Education and the citizens group were very beneficial to our cause. I thank you for your efforts in safeguarding the sales tax for another year.

4. **04-05 School Calendar** - The final draft of the 2004-05 school calendar is attached. It will be submitted for approval at the next meeting. Please look it over and let me know if you have any questions or concerns. This has been reviewed by Administrative Council twice and is generally coordinated with area school districts and BOCES.
5. **OP Staff member** – One of our teacher aides was taken to the hospital by ambulance on Wednesday. She came in off the playground with dizziness and numbness in her limbs. They have ruled out stroke and a brain tumor and believe the problem is from high blood pressure and medications. She is home resting now.
6. **Staffing** - As of the beginning of March, the staffing vacancies we are anticipating include three retirements from OP, one from FE, one from the MS.
7. **Science Olympiad Teams** - At the March 24 Board meeting, both Middle School Science Olympiad Teams will be present to put on a demonstration of one of their competition experiments. The board meeting will be moved to the HS Cafeteria to allow them room to set up and demonstrate and allow you enough space to be able to watch their presentation. Mr. Currier will be present as well. As you probably know, the teams finished with 1st place and 5th place standings. Another outstanding accomplishment!
8. **Ginna Update** - Joe Molino, Frank Guelli and myself will be meeting with Don Colvin at 1:00 on Monday to gain his support for a County resolution on sharing negotiation costs for Ginna. Monday evening, Frank Robusto, Greg Atseff and myself will be meeting with the Town Council of Ontario, in executive session, to discuss the same thing. I have had some conversations with Council members. They are extremely angry at Joe, but also value the relationship we have developed the last 3-4 years. At this point, I truly don't know what the outcome will be.
9. **Events** -
 - March 15 – HS Meet the Spring Coaches Night – PAC – 7:30 p.m.
 - March 16 – “Music In Our Schools” concert – grades K-12 – PAC – 6:30-8:30 (split)
 - March 17 – Four County General Mtg – Phelps Hotel – 5:30 p.m.
 - “No Child Left Behind” Dinner: Corned Beef/cabbage, baked chicken, grilled whitefish
 - March 20 – Celtic Concert to benefit Pines of Peace – PAC – 7:30 p.m.
 - March 23 – 2004 Student Art Show – HS (new gym entrance) – 7:00–9:00 p.m.
 - April 3 – Four County Legislative Breakfast – Ramada Inn, Geneva – 8:15-11:00 a.m.
10. **Attachments:**
 - [Att. a](#) March 12 Staff Training Day Agendas
 - [Att. b](#) Ontario Town Board Meeting Minutes – 3/03
 - [Att. c](#) Walworth Town Board Meeting Minutes –
 - Att. d Staff Directory

Att. e Monroe County School Boards "Newscope"
Att. f 04-05 School Calendar

March 12, 2004
Professional Development Day

Psychologists

Location: District Office - Director of Student Services Office

Time: 7:30 – 3:00

**Topic: Continuation of CSE training – Mock CSE facilitation/feedback
Facilitator’s Guide/Checklist development**

Support Staff Agenda

Location: James A. Beneway High School Auditorium

Objectives: Participants will be able to:

- Distinguish between confidential and non-confidential information
- Explain the legal and ethical issues surrounding confidentiality and apply these understandings to guide interactions between students and adults
- Apply learning from staff development days this year to create a product that can assist current and future paraprofessionals in their craft

Agenda:

- | | |
|-------------|---|
| 7:30-8:00 | Overview and Warm-up Activity |
| 8:00-9:30 | Confidentiality Pre-Assessment and Discussion
Laws, Regulations, and Ethical Issues concerning Confidentiality |
| 9:30-11:30 | Role Play Scenarios and Presentations |
| 11:30-12:00 | Lunch on your own |
| 12:00-2:30 | Small Group Work / Assess Progress |

Professional Development Day Agenda - Reading Academy Participants

K-3 Classroom, Reading, Reading Recovery, K-5 Special Education Teachers, Reading Ta's, Speech

7:30 a.m.-3:00 p.m.

Location: OP, OE, and FE Schools

Reading Academy: Complete Module 5 (Fluency) and Begin Module 7 (Comprehension)

Agenda

1. 7:30-9:00 Group Meeting Collaborative Session

Review the day's goals and activities with team members.

Discuss Module 5 Fluency Unit 3: Effective Instruction

Teachers bring 10-day plans, student work samples, activities, and journal related to fluency.

- A. Frequent Questions and Answers related to Module 5
- B. Review and discuss assignments, what was powerful, what was a struggle, participants' observations, and lessons learned in Unit 3
- C. Discuss Module 5 participants' lessons, samples of students' work, use of activities with small group of students, and implications for improving classroom practices.
- D. Summarize module 5 and discuss key ideas:
 - Summarize how reading fluency is important to the process of comprehension, and how these skills can be improved.
 - What was powerful, what was a struggle, and what information will participants implement immediately?
 - How will this additional knowledge help you in meeting students' individual needs?
 - Reflect about what helped you expand your knowledge of developing fluency in your students' reading skills. What helped you to learn, i.e., being an observer during your partner's assessment of reading fluency?

E. Complete checkpoint for Modules 4 and 5

9:00-9:45 Transition to Module 7 Comprehension Unit 1: Big Idea

Self-Study- Participants to have read and completed exercises in Unit 1 and up to p. 13 or the MPIR section prior to 3/12/04; bring *comprehension journal with you.*

2. Individual Group Meeting Collaborative Session

A. Discuss Unit 1 content, introducing the “big idea” of comprehension.

1. “What is Reading?” and “What Happens When Good Readers Read?”
2. Participants share their responses to questions related to Grace Paley’s short story, *Wants*, from online course material.
3. Discuss cognitive strategies involved in comprehension.
4. Compare and discuss the thoughts, feelings, and questions evoked by reading this story.
5. Participants share what they want to learn (refer to journal entries).
6. Set expectations on tasks to be accomplished in working through the unit, how much time to invest, and due date for completion of tasks.

3. Introduction to Unit 2: Student Assessments (bring *Current Practice Survey*)

A. Share thoughts, knowledge, feelings, and survey related to retells and think-alouds as assessment and/or observation tools currently used to monitor comprehension.

B. Introduction to MPIR by coach. What is the MPIR? Who should use it? How do we use it? Why should we use it? When should we use it?

4. 9:45-10:30 Read the rest of unit 2 online starting at MPIR and take a break

5. 10:30-11:30 A. Extend the discussion of MPIR to clarify

B. Discuss reading of unit 2 and survey (p. 107 coach’s book)

C. Summarize and discuss key lesson points, observations, questions, reflections, lessons learned, concerns, and implications for sharing classroom assessment practices.

E. After lunch, bring 1 retelling sample, idea, or activity with book and questions and 1 think-aloud activity with book that you use with your students now to assess comprehension (not an option). Please bring the rubric that you use to assess students’ responses.

11:30-12:30 Lunch

6. 12:30-1:15 Small or Whole Group Activity. Individual teachers will present and model retells and think-alouds with selected text by grade level. What is it? How do you do it? What information does it give you? How do you use the information? Why do you use this activity?

7. 1:15-1:30 Literacy Coaches demonstrate MPIR in whole group.

8. 1:30-2:30

A. Develop MPIR Assessments for personal use with a grade level colleague. Please use McGraw-Hill Leveled Readers for Unit 3, story 3 at Easy, Independent, or Challenge Level and Unit 6, story 3 at Easy, Independent, or Challenge Level per coach’s assignment.

B. Please bring completed assessments to share, ready to copy, and to distribute today to colleagues at 2:30.

2:30-3:00 Closure and Assignments to be completed by April date(5, 6, 7)

- A. Share Assessments designed with a Colleague with the group; copy, and distribute
- B. Summarize and discuss Module 7 Units 1 and 2
- C. Complete Professional Development Day Evaluation Form

B. Assignment: Complete Unit 3, Module 7 10-day planning and instructional activities with selected students. Bring planner, successful activities, samples of students' work, and reflection to April (5, 6, 7) Group Meeting Date.

Assignment: Complete and bring journal of Unit 3, Module 7 to April (5,6,7) Meeting

Advanced Assignment: Read Units 1 and 2, Module 8 by 2nd April Meeting Date.

What materials and equipment are needed for 3/12/04 Professional Development Day? Please bring these to the sessions.

Participants

- Personal calendar to plan April Group Meeting Dates
- Professional Development Day Agenda
- Module 5 planning pages, activities, and samples of students' work
- Modules 5 and 7 blue activity books, assessment book, checkpoint book
- Awareness of comprehension assessments
- Curriculum/instructional materials vocabulary assessment **(download and print from online when read Unit 3, Module 6)**
- Journal from Module 5; journal from Module 7 printed from computer
- Selected texts of own choice to use

Tier 2 Coaches

- **Personal calendar to plan April Group Meeting Dates**
- Professional Development Day Agenda
- Module 5 planning pages, activities, and samples of students' work
- Modules 5 and 7 blue activity books, assessment book, checkpoint book
- Module 7 Comprehension Group Meeting Agenda
- Copy of Module 5, copy of Module 7
- Coach Module 7 Assignment Work Plan
- Module 5 and Module 7 Group Meeting Discussion Guide
- Modules 5 and 7 blue activity books, assessment book, checkpoint book
- Sample retells, think-alouds, and rubrics used to assess **(bring to discuss with team)**
- Journal, completed survey
- Professional Development Day Evaluation Forms to be completed by all participants

“Refining & Completing Unit Design”

Professional Development Day~4-12 Teaching Staff

March 12, 2004

High School Cafeteria 7:30-3:00

Outcomes:

Participants will:

- ◆ Refine enduring understandings for their unit
- ◆ Refine essential questions for their unit
- ◆ Complete the activity & assessment sections of the unit

Essential questions for the day:

- ◆ *How do you recognize and determine sophisticated understanding vs. naive understanding?*
- ◆ *How have essential questions shaped what is now known?*

**I. 7:30-7:45~Overview and Introduction “What, exactly, will I have to produce by next session?”-
Larry Spring**

II. 7:45-11:30~Small Group Work- Break Out Rooms

11:30-12:30~ Lunch on your own

III. 12:30-3:00~ Peer-Review / Assess Progress – Break Out Rooms

Peer Review Protocol:

Present your stage one outline to your colleagues. Remember they are not the content experts in with this topic. In your presentation be sure to unpack your thinking around these two questions:

- ◆ How can you recognize and determine sophisticated understanding and naïve understanding?
Can you explain to your colleagues why you would expect this level of understanding, what might be a more naïve understanding or a more sophisticated understanding?
- ◆ How do the essential questions shape what is now known?

These questions should provoke some rich dialogue.

MARCH 8, 2004
ONTARIO TOWN BOARD MEETING

A regular meeting of the Ontario Town Board was called to order by Supervisor Molino at 7:30 PM in the Ontario Town Hall. Present were Supervisor Joseph Molino, Councilmen: Mark Brewer, Donald Camp, Ronald Fillmore, Donald Shears and Superintendent of Highway William Slocum, Superintendent of Water Utilities Robert Wykle, Assistant Building Inspector/Code Enforcement Officer Todd Luke, Director of Recreation & Parks William Riddell, Accounting Supervisor Lois Buckalew, Sole Assessor Eileen Perkins, Library Director Laura Viau, Dog Control Officer Mark Plyter, Chairman of the Watershed Management Advisory Council Allan Tyo, Town Attorney Patricia Crippen and Town Clerk Cathy Herzog.

Absent: Building Inspector/Code Enforcement Officer Edward Collins

Thirty-one residents and visitors were present at portions of the meeting.

Mr. Fillmore led the Pledge of Allegiance.

Mr. Molino asked for revisions to the agenda. Mr. Brewer asked to add the purchase of a pickup truck for the Water Utilities Department to replace the truck lost in an automobile accident and he added canceling the March 29th Town Board workshop meeting to the agenda.

Comments From the Public – Ms. Deb Furguson-Leaty, Furguson’s Haircare 2005 Ridge Road, thanked the Town Board and Economic Development Coordinator, Donna Burolla, for arranging a meeting with the Wayne County Planning Department to discuss upgrading the “Main Street business area”. She stated she was pleased and excited to see the project moving forward.

Approval of Minutes - Mr. Molino asked for approval of the minutes of the February 23, 2004, Town Board meeting. A motion was made by Mr. Camp, seconded by Mr. Shears, to approve the minutes as presented. 5 Ayes 0 Nays MOTION CARRIED

Correspondence – The Town Clerk received notification that Kinley’ Restaurant, Inc., 436 Route 104, has applied to renew their NYS Liquor License.

A motion was made by Mr. Brewer, seconded by Mr. Camp, to **accept and file the correspondence.**

5 Ayes 0 Nays MOTION CARRIED

Town Attorney Report – None

Department Head Reports -

Superintendent of Water Utilities – A motion was made by Mr. Brewer, seconded by Mr. Camp, to accept the February 2004 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Superintendent of Highways – A motion was made by Mr. Shears, seconded by Mr. Camp, to accept the February 2004 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Building Inspector/Code Enforcement Officer – A motion was made by Mr. Camp, seconded by Mr. Shears, to accept the February 2004 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Director of Recreation & Parks – A motion was made by Mr. Brewer, seconded by Mr. Fillmore, to accept the 2004 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Mr. Riddell reported the Haunted Hay ride event will be held again this year and they are planning for a new event the Wild Wild West Show. He stated the \$2,500.00 grant for the restroom renovation project has been received.

Sole Assessor – A motion was made by Mr. Shears, seconded by Mr. Brewer, to accept the February 2004 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Mrs. Perkins stated the phone system has not been able to handle the volume of calls relative to the town assessment update. Residents have gotten very upset with her office when their phone calls are not returned and this is not good for public relations with the community.

Mr. Brewer stated this is a significant issue and the Assessor is being inundated with phone calls. He asked Mrs. Perkins to explain the process and how she validated the numbers.

Mrs. Perkins explained that in 2002 there was an update, but this is a major adjustment bringing property values up to 100% of the market value. She explained the process and she added all property information is available in her office for public inspection. She is conducting informal meetings with property owners and after the tax roll is set in mid April she cannot change the numbers. The procedure to challenge an assessment after that time is to file a formal complaint and appear before the Assessment Review Board. She added the NYS Board of Real Property Services comes in and validates her numbers.

Ontario Public Library - A motion was made by Mr. Shears, seconded by Mr. Camp, to accept the February 2004 report and the Ontario Public Library Annual Report to the Community 2003, as presented. 5 Ayes 0 Nays MOTION CARRIED

Ontario Town Court – A motion was made by Mr. Fillmore, seconded by Mr. Camp, to receive the February 2004 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Dog Control Officer – A motion was made by Mr. Camp, seconded by Mr. Shears, to accept the February 2004 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Watershed Management Advisory Council – A motion was made by Mr. Fillmore, seconded by Mr. Brewer, to **accept the February 2004 report as presented.** 5 Ayes 0 Nays MOTION CARRIED

Mr. Fillmore stated he observed the creeks in town moving rapidly and he attributed this to the work done by the Watershed Council members. He thanked the Watershed Council members for all that they do on drainage issues in the town.

Economic Development – no report

Old Business - None

New Business – A motion was made by Mr. Brewer, seconded by Mr. Fillmore, to **authorize the Superintendent of Water Utilities to advertise and post (1) Assistant Plant Operator/Laborer job opening within the Water Utilities Department with applications to be accepted through 4/12/04,** as requested by the Superintendent of Water Utilities in memorandum # 07-2004. 5 Ayes 0 Nays MOTION CARRIED

A motion was made by Mr. Brewer, seconded by Mr. Fillmore, to **accept and file the correspondence from the Superintendent of Water Utilities authorizing the distribution of the completed Annual Water Quality Report for the 2003 calendar year in accordance with federal regulations and New York State Department of Health directive,** relative to the Superintendent of Water Utilities memorandum # 11-2004. 5 Ayes 0 Nays MOTION CARRIED

Mr. Wykle stated the report will be distributed by Pennysaver, in the Library and Town Clerk's office and will be available on the town's web site.

A motion was made by Mr. Brewer, seconded by Mr. Fillmore, to **adopt a RESOLUTION for the annual transfer of \$7,000.00 to the Wastewater Equipment Replacement Reserve as follows:**

CREDIT SS-205.5	Money Market	\$7,000.00
DEBIT SS-522/8130.4	Treatment & Disposal	\$7,000.00
DEBIT SS-205.5	WW EQUIPMENT FUND	\$7,000.00
CREDIT SS-980/2272	Wastewater Equipment Reserve	\$7,000.00

5 Ayes 0 Nays RESOLUTION ADOPTED

The legal notice to bidders was published on 2/12/04 in the Wayne County Mail and posted on the Town Clerk's bulletin board for the 2004 Annual Spring Cleanup. Three bids were properly presented and opened on 3/2/04 at 2:00 PM from Waste Management, Alpco Recycling and Phelps Recycling, Inc.

A motion was made by Mr. Shears, seconded by Mr. Camp, to **award the lowest responsible bid for the 2004 Annual Spring Cleanup to Waste Management of NY-Rochester, at a cost not to exceed \$49.00/ton for solid materials, \$125.00/ton for tires, and \$20.00 per unit for freon units**, as recommended by the Superintendent of Highways in memo # 04-05. 5 Ayes 0 Nays MOTION CARRIED

Mr. Slocum stated this years bid was slightly higher than last year and he reminded residents that the Spring Cleanup will be held May 7th and 8th.

A motion was made by Mr. Shears, seconded by Mr. Camp, to **authorize the Supervisor to execute the contact proposal for the Salt Storage Building from Advanced Storage Technology, Inc. for their patented plans and specifications for the Salt Storage Building, at a cost not to exceed \$10,000.00**, as requested by the Superintendent of Highways in memo #04-04. 5 Ayes 0 Nays MOTION CARRIED

A motion was made by Mr. Brewer, seconded by Mr. Fillmore, to **authorize the Director of Parks and Recreation to purchase a replacement copier, Xerox DC425ST System, from Xerographic Solutions at State Bid Contract PC # 071287104, for a purchase price (including trade-in) not to exceed \$6,790.00**, as requested by the Director of Parks and Recreation in memo # 05-2004. 5 Ayes 0 Nays MOTION CARRIED

DEDICATION OF WHISPERS LANE & AUTUMN BREEZE – SUMMER LAKE SUBDIVISION, SECTION 3

A motion was made by Mr. Shears, seconded by Mr. Camp, to **untable the four motions made at the December 8, 2003 Town Board meeting relative to the dedication of highways for Whispers Lane and Lake Breeze (name change Autumn Breeze) in the Summer Lake Subdivision, Section 3.**

5 Ayes 0 Nays MOTION CARRIED

The untabled motions with a name change from Lake Breeze to Autumn Breeze were adopted as follows:

A motion was made by Mr. Shears, seconded by Mr. Camp, to **adopt a RESOLUTION**

ACCEPTANCE OF DEED FOR WHISPERS LANE AND AUTUMN BREEZE

WHEREAS, SUMMER LAKE, LLC has offered to deliver a Deed conveying to the TOWN OF ONTARIO the fee title to lands to be known as Whispers Lane and Autumn Breeze which lies to the north of Lake Road and are part of the Summer Lake Subdivision, Section 3; and

WHEREAS, the TOWN wishes to accept the deed to the lands known as Whispers Lane and Autumn Breeze;

THEREFORE, BE IT RESOLVED, that the TOWN agrees to accept delivery of the deed from Summer Lake, LLC dated December 1, 2003, which describes the lands known as Whispers Lane and Autumn Breeze, as said lands and are more particularly shown on a map prepared by Earl Geer, dated February 14, 2002, Drawing Number 1 of 7, filed in the Wayne County Clerk's Office in File Folder 25746 on November 12, 2002, Dated 3/8/04. 5 Ayes 0 Nays RESOLUTION ADOPTED

A motion was made by Mr. Shears, seconded by Mr. Camp, to **accept the dedication of land for Highway purposes known as Whispers Lane and Autumn Breeze in the Summer Lake Subdivision, Section 3**, as presented. 5 Ayes 0 Nays MOTION CARRIED

A motion was made by Mr. Shears, seconded by Mr. Camp, to **adopt a RESOLUTION**

DEDICATION OF HIGHWAYS WHISPERS LANE AND AUTUMN BREEZE

WHEREAS, SUMMER LAKE, LLC, has offered to dedicate lands to the TOWN OF ONTARIO for highway purposes for streets or highways to be known as Whispers Lane and Autumn Breeze, which lie to the north of Lake Road and are part of Summer Lake Subdivision, Section 3; and

WHEREAS, the consent of the Town Board is required before the Superintendent of Highway will order these highways be laid out;

THEREFORE, BE IT RESOLVED, that consent be and the same is hereby given to the Town Superintendent of Highways of the Town of Ontario to make an order laying out of the lands described in said dedication, dated December 1, 2003, for the highway purposes, in accordance with the provisions of the Highway Law and other statutes applicable thereto, and be it

FURTHER RESOLVED, that the Supervisor is directed to execute a consent of the Town Board to be delivered to the Town Superintendent of Highways. Dated 3/8/04. 5 Ayes 0 Nays RESOLUTION ADOPTED

A motion was made by Mr. Shears, seconded by Mr. Camp, to **accept the offer of dedication for the Utility and Access Easement and the Deed of Dedication for water, sewer and drainage, for the Summer Lake Subdivision, Section 3, and authorize the Supervisor to execute the dedication documents**, as presented. 5 Ayes 0 Nays MOTION CARRIED

A motion was made by Mr. Brewer, seconded by Mr. Shears, to **authorize the Supervisor to execute a contract for the purchase of property at 2009 Ridge Road, .09 acres, for an amount not to exceed \$5,500.00 plus closing cost**. 4 Ayes 0 Nays 1 Abstention (Camp) MOTION CARRIED

A motion was made by Mr. Brewer, seconded by Mr. Shears, to **declare surplus the following water utility department vehicles: 1994 Ford 4x4 (1FTEF14NXRNB34188), 1995 Chevy Utility (1GBHC33K3SF001947), and 1997 Ford 4x4 (1FTDF18WIVNC87311) to be taken to the annual municipal surplus auction on May 15, 2004,** as requested by the Superintendent of Water Utilities in memorandum # 09-2004. 5 Ayes 0 Nays MOTION CARRIED

A motion was made by Mr. Brewer, seconded by Mr. Camp, to **authorize the Superintendent of Water Utilities to purchase a 2004 Ford F250 pickup truck on State Bid Contact #PC60928, from Van Bortel Ford Inc. for an total price not to exceed \$18,278.00.**

Mr. Wykle stated this purchase is to replace a town truck (2001 Dodge 4x4 pickup truck) involved in a motor vehicle accident on March 2nd. The insurance company has declared the truck totaled and placed a value of \$14,550.00 on the loss (less a \$500.00 deductible). He added no one was seriously injured in the accident and no tickets were issued. The replacement truck is the same as trucks purchased under State Bid Contract by the Water Utilities Department on 2/9/04.

After discussion, **the vote to authorize the purchase of the truck** was 5 Ayes 0 Nays MOTION CARRIED

A motion was made by Mr. Brewer, seconded by Mr. Camp, to **cancel the March 29th Town Board workshop.** 5 Ayes 0 Nays MOTION CARRIED

Reports by Town Board Members – Mr. Shears followed up on a comment made by Mr. James Switzer at a previous meeting relative to handicap parking at the Town Hall. He explained that in 1997 the town expanded the south (rear) entranceway and moved the handicap parking spaces to the back of the Town Hall to be in compliance with the disability act. The side entrance could not be altered to accommodate a person entering the building in a wheel chair so all handicap parking spaces were re-located to the rear of the building.

Approval of Claims - A motion was made by Mr. Camp, seconded by Mr. Brewer, to **approve the abstract of claims for the month of March 2004, including vouchers # 459 through # 607 with a grand total of \$114,534.40 and to authorize the supervisor to issue payments for same.** 5 Ayes 0 Nays MOTION CARRIED

Comments From the Public – Mr. James Switzer, 1291 Centennial Drive, stated he is pleased to see the Highway Department fixing the old 3-car garage and making it look better. He also suggested if the Assessment Review Board has a large number of complaints they may want to look at another site for the hearings. There was a brief discussion on the legal notice and timeframe relative to the location of the assessment hearings.

Stephanie Graham, a Wayne Central Government Student, asked if the water department really needed a bigger truck? And she added it would burn more gas.

Mr. Wykle responded that the new pick up truck is not really bigger, it is a heavy-duty truck. Because it is being purchased on state bid contract and because of the insurance company allowance, the cost is very reasonable for what they are getting.

Executive Session - A motion was made by Mr. Brewer, seconded by Mr. Camp, **to adjourn for an executive session at 8:10 PM for pending litigation.** 5 Ayes 0 Nays MOTION CARRIED

Reconvene – 9:00 PM

Adjourn - A motion was made by Mr. Brewer, seconded by Mr. Camp, **to adjourn at 9:00 PM.** 5 Ayes 0 Nays MOTION CARRIED

Respectfully submitted,

Cathy Herzog
Ontario Town Clerk

The above minutes will become official upon approval of the town board.

WALWORTH TOWN BOARD MEETING MINUTES

Att. c

4 MARCH 2004

25.

The regular Town Board meeting, held at the Walworth Town Hall, 3600 Lorraine Drive, was called to order at 7:30 P.M. by Supervisor Frank Guelli. Board members present: Frank Maciuska and Patti Marini. Absent: Daniel Keyes and Thomas Yale.

Other town employees present: Norman Druschel, Building Inspector
Michael Frederes, Highway Superintendent
Debora Germain, Recreation Director
Richard Morris, Attorney for the Town
Paul Russell, Engineer for the Town
George Schaller, Sewer Superintendent
Marcia Englert, Town Clerk

COMMUNICATIONS:

1. HIGHWAY DEPARTMENT THANKED:

Lillian and William Deichert, 539 Jacobs Road, sent a letter of appreciation for the Highway Department's efforts in keeping the roads "not only driveable, but also absolutely devoid of ice and snow" and for their wives "who had to get up during a snowy night to get their men off."

Motion by Councilman Maciuska to accept and file the communication. Seconded by Councilwoman Marini and unanimously carried.

MINUTES:

Motion by Councilman Maciuska to approve the minutes of February 19, 2004 as presented. Seconded by Councilwoman Marini and unanimously carried.

175TH ANNIVERSARY CELEBRATION:

Gene Bavis, Town Historian, stated that on April 20, 2004 at 6:30 P.M., the Historical Society is celebrating the 175th anniversary of the founding of the Town. There will be a short ceremony at which the Town Board is invited to present a Proclamation. Supervisor Guelli will obtain Proclamations from State and County officials. Gene stated that the public is invited and asked that a donation be brought for the Food Pantry. The purchase of an Historical Society membership was also suggested.

PUBLIC PARTICIPATION: No one present offered any comments.

PARKVIEW GREEN: PARKSIDE TRAIL C OF O REQUEST:

Paul Dimick, Vice President of Prinzipal Homes, requested Certificates of Occupancy for several homes on Parkside Trail, which has not yet been dedicated. Paul Russell stated that there are approximately 18 items remaining on the punch list, of which the drainage system is the major concern. Councilman Maciuska stated that the policy is not to issue a C of O until a road is dedicated. Mr. Dimick will meet with Paul Russell to resolve the punch list issues.

ACADEMY APARTMENTS ARCHITECTURAL & ENGINEERING CONSULTANTS PRESENTATION:

Supervisor Guelli stated that presentations by Clark Patterson Associates, JEM Associates and Passaro Associates will be made on March 10, 2004 beginning at 2 P.M.

EMPLOYEE HANDBOOK:

Councilman Maciuska has obtained a computer policy from the NYS Association of Towns. He stated that rather than put it into the Employee Handbook, it will be put into a Policy Handbook.

AMERICAN RED CROSS PROCLAMATION:

Motion by Councilwoman Marini proclaiming March 2004 as "American Red Cross Month." Each member of the community is requested to support the Wayne County Red Cross Chapter's noble humanitarian mission with a gift of time, blood or money. Seconded by Councilman Maciuska and unanimously carried.

TOWN HALL USE:

The Wayne County Department of the Aging will hold a memorial service at the Town Hall on March 20, 2004 from 1:30 P.M.- 4:30 P.M.

PROPERTY TAX PENALTY WAIVER REQUESTS:

Requests have been received to waive the late payment penalty for the tax bills due by February 9, 2004, due to a problem with the bank code. Councilwoman Marini stated that she has been told that under the Real Property Tax Law, the Town is not authorized to grant penalty waivers. The matter will be investigated further. Supervisor Guelli stated that the policy of the Receiver of Taxes is to send out notices just prior to the payment date to the homeowner who's taxes are no longer paid by the bank. The Board agreed to recommend that the notices be sent five days before payment is due.

EARTH DAY: DAANSEN ROAD CLEANUP BY WCWSA:

Motion by Councilman Maciuska authorizing the adoption of Daansen Road by the Wayne County Water & Sewer Authority for cleanup on Earth Day, April 22, 2004. Seconded by Councilwoman Marini.

Roll call vote:	Supervisor Guelli	Aye
	Councilman Keyes	Absent
	Councilman Maciuska	Aye
	Councilwoman Marini	Aye
	Councilman Yale	Absent

Motion carried.

SEWER DEPARTMENT TRAINING:

Motion by Councilman Maciuska authorizing the Sewer Department employees to attend a confined space training seminar for a cost of \$95.00, to be prepaid. Seconded by Councilwoman Marini.

Roll call vote:	Supervisor Guelli	Aye
	Councilman Keyes	Absent
	Councilman Maciuska	Aye
	Councilwoman Marini	Aye
	Councilman Yale	Absent

Motion carried.

SEWER DEPT. DUMPSTER PREPAYMENT AUTHORIZED:

Motion by Councilman Maciuska authorizing prepayment of dumpster bills upon receipt. Seconded by Councilwoman Marini.

Roll call vote:	Supervisor Guelli	Aye
	Councilman Keyes	Absent
	Councilman Maciuska	Aye
	Councilwoman Marini	Aye
	Councilman Yale	Absent

Motion carried.

SEWER: STALKER ROAD STANDBY GENERATOR:

1. **BIDS RECEIVED:**

Copy is attached.

2. BID AWARDED:

Motion by Councilman Maciuska to award the bid for the standby generator to Blackmon-Farrell Electric, Inc. for the low bid of \$37,300.00. Seconded by Councilwoman Marini.

Roll call vote:	Supervisor Guelli	Aye
	Councilman Keyes	Absent
	Councilman Maciuska	Aye
	Councilwoman Marini	Aye
	Councilman Yale	Absent

Motion carried.

ADJOURNMENT:

Motion by Councilwoman Marini to adjourn. Seconded by Councilman Maciuska and unanimously carried. Time: 8:05 P.M.

Respectfully submitted,

Marcia Englert, RMC
Town Clerk