

Nathan D. McMurray - Supervisor
 Beverly A. Kinney - Councilwoman
 Michael H. Madigan - Councilman
 Jennifer L. Baney - Councilwoman
 Peter Marston, Jr. - Councilman
 Patricia A. Frentzel - Town Clerk
 Peter C. Godfrey - Town Attorney
 James R. Sharpe - Deputy Supervisor

TOWN BOARD OF THE TOWN OF GRAND ISLAND

Grand Island Town Hall
 2255 Baseline Rd. — Grand Island, New York 14072

Date: February 5, 2018

Time: 8:00 P.M.

**HEARING IMPAIRED LISTENING
 DEVICES AVAILABLE ON REQUEST**

In the event of a fire or other emergency, please follow the exit signs that are provided in this room and throughout Town Hall.

	TITLE:	DISPOSITION:
I	<u>ROLL CALL:</u> Town Clerk	
II	<u>INVOCATION:</u> St. Martin-in-the-Fields Episcopal Church	
III	<u>PLEDGE:</u> Councilwoman Jennifer L. Baney	
IV	<u>PUBLIC COMMENTS:</u> - AGENDA ITEMS ONLY	
V	<u>MINUTES:</u> 1. Approve Minutes of Workshop Meeting #2, January 16, 2018 2. Approve Minutes of Regular Meeting #2, January 16, 2018	
VI	<u>CONSENT AGENDA:</u> 3. Approve Minutes of Workshop Meeting #3, January 26, 2018 1. Meeting Minutes – Long Range Planning Committee – December 13, 2017 2. Meeting Minutes – Traffic Safety Advisory Board – January 8, 2018 3. Meeting Minutes – Board of Architectural Review – December 19, 2017 4. Meeting Minutes – Parks and Recreation Advisory Board – October 30, 2017 <u>COMMUNICATIONS –TOWN BOARD:</u>	
VII	<u>COUNCILWOMAN BEVERLY A. KINNEY:</u> 1. Solarize Campaign Resolution	
VIII	<u>COUNCILWOMAN JENNIFER L. BANEY:</u> 1. Proposed Changes to the Grand Island Remembrance Program 2. Traffic Safety Advisory Board Citizen Correspondence <u>COMMUNICATIONS – OTHER TOWN OFFICIALS:</u>	
IX	<u>TOWN ATTORNEY – PETER GODFREY:</u> 1. Bond Resolution – Increase and Improvement of Facilities of the Consolidated Water District – Water Treatment Plant Improvements Project-2018 – Set Public Hearing	

Nathan D. McMurray - Supervisor
 Beverly A. Kinney - Councilwoman
 Michael H. Madigan - Councilman
 Jennifer L. Baney - Councilwoman
 Peter Marston, Jr. - Councilman
 Patricia A. Frentzel - Town Clerk
 Peter C. Godfrey - Town Attorney
 James R. Sharpe - Deputy Supervisor

TOWN BOARD OF THE TOWN OF GRAND ISLAND

Grand Island Town Hall
 2255 Baseline Rd. — Grand Island, New York 14072

Date: February 5, 2018

Time: 8:00 P.M.

**HEARING IMPAIRED LISTENING
 DEVICES AVAILABLE ON REQUEST**

In the event of a fire or other emergency, please follow the exit signs that are provided in this room and throughout Town Hall.

	TITLE:	DISPOSITION:
X	<u>DEPARTMENT OF ENGINEERING & WATER RESOURCES – ROBERT H. WESTFALL:</u> 1. Authorize Supervisor to Sign Professional Services Agreement – Water Plant Rehabilitation Project – High Lift Pumps – M-212-16 2. Country Club Cottages – Phase 3: A. Public Improvement Permit B. Re-Approve Final Plat – Phase 3 (18 Lots)	
XI	<u>TOWN ACCOUNTANT – PAMELA BARTON:</u>	
	1. Travel Policy	
XII	<u>CODE ENFORCEMENT OFFICE:</u>	
	1. Special Use Permit Renewal – Robert F. Mesmer, 2548 Love Road – Private Airport/Landing Strip/Residential, Rural Area	
XIII	<u>REPORT OF THE AUDIT COMMITTEE:</u>	
XIV	<u>PUBLIC COMMENTS:</u>	
XV	<u>FROM THE BOARD:</u>	
XVI	<u>MEMORIAL ADJOURNMENT:</u>	
	William Weis Rita DeGlopper	
	Elaine Hildebrandt Keith Schreckengost	
	Linda Krug Patricia Martin	
	Scott Driess, Jr. Joseph McMahan	
	Laura Mestieri Claire Card	
	Thomas Morrissey Ivah Sundholm	
	Bernard Wakefield Doris Maglie	

Town of Grand Island - Workshop Meeting #2

A workshop meeting of the Town Board of Grand Island, New York was held at the Town Hall, 2255 Baseline Road, Grand Island, NY at 6:00p.m. on the 16th of January, 2018.

Present:	James R. Sharpe	Deputy Supervisor
	Beverly A. Kinney	Councilwoman
	Michael H. Madigan	Councilman
	Jennifer L. Baney	Councilwoman
	Peter Marston, Jr.	Councilman
	Patricia A. Frentzel	Town Clerk
	Peter C. Godfrey	Town Attorney
Excused:	Nathan D. McMurray	Supervisor

Deputy Supervisor James Sharpe called the meeting to order at 6:03p.m. in the absence of the Supervisor.

NEW ITEMS:

SEQR – Fresenius Kabi, 3159 Staley Road – Site Plan Approval – 1 Story Storage Expansion between Buildings 2 and 4 and Connected to Building 1

Deputy Supervisor Sharpe presented the SEQR – Short Form Environmental Assessment Forms for Fresenius Kabi, 3159 Staley Road – Site Plan Approval – 1 Story Storage Expansion between Buildings 2 and 4 and Connected to Building 1. Mr. Sharpe informed the Town Board that the proposed action will not result in any significant adverse environmental impact.

A motion was made by Councilwoman Kinney, seconded by Councilman Madigan to issue a Negative Declaration for Fresenius Kabi, 3159 Staley Road – Site Plan Approval – 1 Story Storage Expansion between Buildings 2 and 4 and Connected to Building 1.

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
Noes 0

SEQR – Kampgrounds of America, 2570 Grand Island Boulevard – Site Plan Approval – Replace 50 AMP RV Sites with Recreational Park Trailers

Deputy Supervisor Sharpe presented the SEQR – Short Form Environmental Assessment Forms for Kampgrounds of America, 2570 Grand Island Boulevard – Site Plan Approval – Replace 50 AMP RV Sites with Recreational Park Trailer. Mr. Sharpe informed the Town Board that the proposed action will not result in any significant adverse environmental impact.

A motion was made by Councilwoman Kinney, seconded by Councilman Marston to issue a Negative Declaration for Kampgrounds of America, 2570 Grand Island Boulevard – Site Plan Approval – Replace 50 AMP RV Sites with Recreational Park Trailers.

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
Noes 0

General Discussion:

- **Nike Base – Community Center:**
 - \$210,000 Grant received
 - Clark, Patterson, Lee suggests removing asbestos
 - Bathroom accessibility from outside building for outdoor activities
 - May/June window to work on project; closets need to be cleaned out – items won't be accessible – building will be closed
 - Electric and plumbing need to be updated.

Tuesday, January 16, 2018 - 1

Town of Grand Island - Workshop Meeting #2

General Discussion:

- **Phone and Network Upgrades**
- **Local Law Intro #8 of 2017 – Establish a Moratorium on Approvals for Multiple Dwellings for a Period of 6 Months** – Received notice from County Planning that they had no comment (239-M)
- **School Crossing Guards** – Scheduling of staff – Supervisor McMurray appointed Paul Leuchner

EXECUTIVE SESSION:

A motion was made by Councilwoman Kinney, seconded by Councilman Madigan to enter into Executive Session at 6:22p.m. for the purpose of discussing matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person(s) employed by the Town and to obtain legal advice from the Town Attorney.

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
 Noes 0

ADJOURN:

A motion was made by Councilwoman Kinney, seconded by Councilman Marston to return to the Regular Workshop and adjourn at 7:59p.m.

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
 Noes 0

Respectfully submitted,

Patricia A. Frentzel
Town Clerk

Town of Grand Island – Regular Meeting #2

**DRAFT
COPY**

A regular meeting of the Town Board of Grand Island, New York was held at the Town Hall, 2255 Baseline Rd., Grand Island, NY at 8:00p.m. on the 16th of January, 2018.

Present:	James R. Sharpe	Deputy Supervisor
	Beverly A. Kinney	Councilwoman
	Michael H. Madigan	Councilman
	Jennifer L. Baney	Councilwoman
	Peter Marston Jr.	Councilman
	Patricia A. Frentzel	Town Clerk
	Peter C. Godfrey	Town Attorney

Excused: Nathan D. McMurray Supervisor

Deputy Supervisor James R. Sharpe called the meeting to order at 8:00p.m.
Reverend Paul Nogaro from St. Stephen's Roman Catholic Church gave the Invocation.
Councilman Michael H. Madigan led the Pledge of Allegiance.

PUBLIC COMMENTS:

This is an opportunity for residents to comment on any matter regarding the meeting agenda items only.

Speakers: None

PUBLIC HEARING:

Local Law Intro #8 of 2017 – Establish a Moratorium on Approvals for Multiple Dwellings and Major Subdivisions for a Period of 6 Months

A. Correspondence – Planning Board

A Public Hearing was held Tuesday, January 16, 2018 at 8:00p.m. for the purpose of hearing anyone who wants to comment on Local Law Intro #8 of 2017 – Establish a Moratorium on Approvals for Multiple Dwellings and Major Subdivisions for a Period of 6 Months.

Speakers: None

Deputy Supervisor Sharpe declared the Public Hearing closed.

A motion was made by Councilman Marston, seconded by Councilman Madigan to refer Local Law Intro #8 of 2017 – Establish a Moratorium on Approvals for Multiple Dwellings and Major Subdivisions for a Period of 6 Months to the Town Board.

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
Noes 0

MINUTES:

A motion was made by Councilwoman Kinney, seconded by Councilwoman Baney to approve Minutes of Workshop Meeting #1, January 2, 2018 and Minutes of Regular Meeting #1, January 2, 2018.

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
Noes 0

Tuesday, January 16, 2018 - 1

Town of Grand Island – Regular Meeting #2

CONSENT AGENDA:

1. Building Permits Issued – December 2017
2. Golden Age Center – Yearly Attendance Report – 2017
3. Golden Age Center – Facility Usage – December 2017
4. Meeting Minutes – Zoning Board of Appeals – December 7, 2017
5. Meeting Minutes – Planning Board – December 11, 2017

A motion was made by Councilwoman Kinney, seconded by Councilman Marston to approve the consent agenda as distributed.

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
Noes 0

COMMUNICATIONS – TOWN BOARD:

SUPERVISOR NATHAN D. McMURRAY:

Grand Island Fire Company – Approval of Borrowing – Firefighting Apparatus

A motion was made by Councilman Madigan, seconded by Councilwoman Kinney to adopt a resolution to allow the Grand Island Fire Company to borrow a sum of \$576,000 from a lender to purchase a new rescue-pumper truck and to authorize the Supervisor to sign the Approval of Borrowing, subject to the approval of the Town Attorney.

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
Noes 0

NewCastle Phone System

A motion was made by Councilwoman Kinney, seconded by Councilman Madigan to adopt the following resolution approving procurement of technology equipment as follows:

WHEREAS, the Town of Grand Island ("Town") Town Board has adopted a resolution authorizing the Town to engage in "piggybacking" procurement consistent with New York General Municipal Law § 103; and

WHEREAS, the Town has identified the Competitive Solicitation by Region 14 Education Service Center for Advanced Communications Solutions Region made available through the National Cooperative Purchasing Alliance (NCPA) (see <http://www.ncpa.us/Vendors/NEC#dynamicTab1>), which is a qualifying contract pursuant to Section 103 through which the Town may procure apparatus, materials, equipment or supplies, or contracts for services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies, on a piggybacking basis; and

WHEREAS, the Town has identified certain needed technology equipment and related support which is available for purchase through NCPA from NEC's authorized reseller Newcastle Communications, under terms which would optimize quality, cost and efficiency and thereby be in the Town's best interests, and the funds have been set aside in the Town's IT Equipment - Capital Reserve Fund

NOW, THEREFORE, BE IT RESOLVED, upon the recommendation of the Deputy Supervisor, that the Town Board of the Town of Grand Island hereby determines that it is in the Town's best interests to purchase the above-referenced technology equipment and related support through the NCPA contract from Newcastle Communications as detailed in the price quote, and accordingly hereby authorizes the purchase of the technology equipment and related support from Newcastle Communications, as itemized in the Quote Confirmation as presented, in the amount not to exceed \$ 47,995.00; and

Tuesday, January 16, 2018 - 2

Town of Grand Island – Regular Meeting #2

BE IT FURTHER RESOLVED, that the Town Supervisor is hereby authorized to undertake all actions necessary to effectuate the intent and operation of this Resolution, subject to the approval of the Town Attorney.

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
Noes 0

COUNCILWOMAN JENNIFER L. BANEY:

Reappointment – Traffic Safety Advisory Board

A motion was made by Councilman Marston, seconded by Councilwoman Baney to reappoint Norman Mrkall to the Traffic Safety Advisory Board with a term ending December 31, 2020.

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
Noes 0

COMMUNICATIONS – OTHER TOWN OFFICIALS:

RECREATION SUPERVISOR – JOSEPH MENTER:

Full Time Hire

A motion was made by Councilwoman Kinney, seconded by Councilwoman Baney to accept the recommendation of the Recreation Supervisor and hire Dominique DeGregorio, Full-time Recreation Attendant, effective January 17, 2018, Grade 2, \$15.80/hr. in accordance with the CSEA contract, subject to the completion of the necessary pre-employment paperwork.

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
Noes 0

PLANNING BOARD:

2018 Schedule of Planning Board Meetings

A schedule of the Completed Application Deadlines and 2018 Meeting Dates was distributed to the Town Board.

No action by the Town Board.

Zoning Board of Appeals Meeting – November 2, 2017

A motion was made by Councilwoman Kinney, seconded by Councilman Marston to refer the correspondence from the Planning Board to the Town Attorney for review and recommendation.

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
Noes 0

Site Plan Application

A motion was made by Councilwoman Kinney, seconded by Councilman Marston to authorize the revision of the Site Plan Application to include a printed name and title adjacent to the signature.

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
Noes 0

Fresenius Kabi, 3159 Staley Road – Site Plan Approval – 1 Story Storage Expansion between Buildings 2 and 4 and Connected to Building 1

A motion was made by Councilwoman Kinney, seconded by Councilman Madigan to accept the recommendation of the Planning Board and approve the Site Plan for Fresenius Kabi, 3159 Staley Road for a 1 story storage expansion between Buildings 2 and 4 and connected to Building 1.

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
Noes 0

Tuesday, January 16, 2018 - 3

Town of Grand Island – Regular Meeting #2

Kampgrounds of America, 2570 Grand Island Boulevard – Site Plan Approval – Replace 50 AMP RV Sites with Recreational Park Trailers

A motion was made by Councilman Marston, seconded by Councilwoman Baney to accept the recommendation of the Planning Board and approve the Site Plan for Kampgrounds of America, 2570 Grand Island Boulevard – Site Plan Approval – Replace 50 AMP RV Sites with Recreational Park Trailers.

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
Noes 0

Benderson Development, 2178 Grand Island Boulevard – Revised Site Plan – Proposed 7,120 SF Building (Out Parcel)

A motion was made by Councilman Marston, seconded by Councilwoman Kinney to accept the recommendation of the Planning Board and reaffirm the conditions placed on the approval of the Site Plan as follows:

- Developer pipe the ditch the length of the frontage from the north property line to the signaled entrance of the plaza
- Move the sidewalk so that it is aligned with the Stop sign area
- All parking spaces to have 19' depth, as well as 24' drive isle
- Update Site Plan

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
Noes 0

REPORT OF THE AUDIT COMMITTEE:

A motion was made by Councilman Madigan, seconded by Councilwoman Baney to pay Vouchers #122812 -122871

General	\$ 17,983.19
Sewer	\$ 21,398.86
Water	\$ 10,711.75
Capital	<u>\$ 61,795.25</u>
Total	\$111,889.05

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
Noes 0

PUBLIC COMMENTS:

This is an opportunity for residents to comment on any matter regarding Town government on any subject.

Speakers: None

FROM THE BOARD:

Thanks to the Town Clerk's office and Highway Department.

Tuesday, January 16, 2018 - 4

Town of Grand Island – Regular Meeting #2

ADJOURNMENT:

A motion was made by Councilwoman Kinney, seconded by Councilman Marston to adjourn the meeting at 8:29p.m.

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
Noes 0

A moment of silence was observed in memory of the following:

Elizabeth Ellis	Nancy Eberz
Denis Dzielski	Linda Bowman
Michael Boyko	John Roberts
Richard McCowan	Kay Tyson
David Ailinger	

Respectfully submitted,

Patricia A. Frentzel
Town Clerk

Tuesday, January 16, 2018 - 5

Town of Grand Island - Workshop Meeting #3

**DRAFT
COPY**

A workshop meeting of the Town Board of Grand Island, New York was held at the Town Hall, 2255 Baseline Road, Grand Island, NY at 3:00p.m. on the 26th of January, 2018.

Present:	Nathan D. McMurray	Supervisor
	Beverly A. Kinney	Councilwoman
	Michael H. Madigan	Councilman
	Jennifer L. Baney	Councilwoman
	Peter Marston, Jr.	Councilman
	Patricia A. Frentzel	Town Clerk

Also Present: James R. Sharpe, Pam Barton, Joseph Menter, Robert Westfall, Lynn Dingey, Tom Dworak, Jenifer Menter

Supervisor Nathan McMurray called the meeting to order at 3:03p.m.

NEW ITEMS:

General Discussion:

- **Capital Projects – Current and Future:**
 - Highway
 - General
 - Water
 - Sewer
 - Golden Age Center
 - Nike Base Maintenance Building
 - Recreation Department
 - Parks Department

Supervisor McMurray left the meeting at 4:17p.m.

ADJOURN:

A motion was made by Councilman Madigan, seconded by Councilwoman Baney to return to adjourn at 4:53p.m.

APPROVED Ayes 4 Kinney, Madigan, Baney, Marston
Noes 0

Respectfully submitted,

Patricia A. Frentzel
Town Clerk

Friday, January 26, 2018 - 1

LONG RANGE PLANNING COMMITTEE MEETING

MINUTES OF MEETING NO. 12

DECEMBER 13, 2017

RECEIVED
2018 JAN 17 AM 10:16
TOWN CLERK
GRAND ISLAND N.Y.

Members Present:

- (x) Jim Sharpe, Chairman
- (x) Beverly Kinney, Planning Board
- (x) Paul Leuchner, Parks & Recreation
- (x) Dan Drexelius, Citizen-at-Large
- (x) Diane Evans, Conservation Board
- (x) Martha Ludwig, Citizen-at-Large
- (x) Eric Fiebelkorn, GI Chamber of Commerce
- (x) Pete Marston, GI Planning Board
- (x) Peter Coppola, Citizen-at-Large

Members Excused:

- (x) Dorothy Bitner, Traffic Safety
- (x) Marion Fabiano, Zoning Board of Appeals

Members Absent:

- (x) Mary West, Economic Development
- (x) Deborah Billoni, Citizen-at-Large
- (x) Sharon Osgood, Citizen-at-Large
- (x) Mike Madigan, Councilman

Guests:

Brian Kulpa, Clark Patterson Lee
Melanie Anderson, Clark Patterson Lee
Elias Reden, Erie County Planning
3 residents and 1 other board member (sue?)

X indicates voting members

I. CALL TO ORDER: 7:01 p.m.

II. MINUTES

A motion was made by Pete Marston / Eric Fiebelkorn to **APPROVE** the September 14, 2016 LRPC Draft minutes as written.

Ayes: All in favor. Motion carried.

III. PARKS & REC AND PLANNING BOARD PRESENTATION

By: Pete Marston and Paul Leuchner

Part 1 – Map showing trails and easements was reviewed and discussed with entire group. Snowmobile trails, NFG easements, existing bike trails, proposed trails, and National Grid easements. See map PDF for further information. There is currently a snowmobile park and ride on Bush Rd. Eagle overlook and Buckhorn parking could also provide parking for snowmobilers.

Part 2 – Questions and comments about acquiring and utilizing these easements as trails were mentioned. Clark Patterson Lee as the professional and consultant should figure out where parking and activity nodes can be. Developing within the easement would need to go through the Town and State.

Part 3 – Combining this information with future land use and possible development will guide us toward finding these “nodes” of activity, rest and parking. This is ultimately an Action item for Clark Patterson Lee. (see list at end of document) Paul said he shared a trails map with “one of our guys” – CPL to check internally.

IV. CLARK PATTERSON LEE PRESENTATION

By: Brian Kulpa and Melanie Anderson

Brian opened agenda items with reviewing section 1-3 of the Comprehensive Plan report. Three people had marked up their printed documents and spoke with Melanie after the meeting. Action item listed below for report corrections.

After trails map was discussed, Brian jumped into Land use and how the committee can start combining the types of zoning categories that exist into a more manageable list of regulations. By doing this, it allows the Town of Grand Island, Board of Directors and Planning Committee to organize their zoning, land-use and restrictions on design standards according to building use.

Categories listed are as follows:

- | | |
|----------------------------------|----------------|
| - Mixed-use (new) | - Agriculture |
| - R-1 Residential (low density) | - Conservation |
| - R-2 Residential (high density) | - Industrial |
| - Waterfront Residential (maybe) | |
| - Rural Residential | |

Some back-and-forth conversation about residents living in areas we’ve called out as future mixed-use pushing back on more growth. Led to keeping the development in the center and around existing business “hamlets” around the island. Further into the conversation, after half the group stated that a majority of the Grand Island population don’t use the “town center”, they agreed to allow mixed-use, provided there would be building and design limitation in the residential areas.

Brian said, “to enhance and bring people to the center, we need to encourage density”. Density in the sense of adding residential around a commercial/business core. Brining more homes to the center of the island encourages people to use what is around them. Granted, most of the community doesn’t like Tops, they still use it and can walk there. Ultimately, walkability is what attracts residents and visitors.

V. PRESENTATION ROUNDTABLE (Q&A)

Elias says what is the expectation of the Town center? Town doesn't want growth, but we can't fight the market force; therefore, how do we establish a town center? Our residents are opposed to this, what can we do? Perhaps, the right approach is to shrink the "core" (town center) and create an "incubation corridor", likely along Grand Island Boulevard.

Eric says, do we need to find an "anchor tenant"? Who? This is the type of attraction we need to bring people from on and off the island to shop. For example, some people will drive to buffalo to shop at Wegmans or Niagara Falls for Sams Club.

What is the optimal population size for a hamlet to thrive? What is driving more population in other towns/cities? More apartments bring more people, usually. Maybe that's not the case here on Grand Island.

Are we aiming for a vibrant center or niche hamlets? Hamlets around the Island would be best located:

At the new Holiday Inn Express (Long Rd and GI Blvd), Love Rd plaza (current thriving hamlet), Ferry Village along East River Rd., Whitehaven and East River Rd (by River Oaks and Radisson Inn), Ransom and Stoney Point where a vacant gas station remains and the smallest one up north by Sandy beach.

Will new or existing zoning resist against development in these areas? Will it be the residents or can the Town organize their standards to fit within these residential districts?

Betty says, "Grand Island is unique with its hamlet neighborhoods, keep development and major businesses along the Grand Island Boulevard". Use the trails and promote eco-tourism to branch out into these hamlets. Locations for parking, rest, activity and food along the trails can be a small market to bring local businesses into the unique setting of Grand Island. This leads us into where are we going with these initial projects?

VI. ACTION ITEMS

We need to get pre-approved site through SEQR.

Diane and Jim would agree on the proposal to include a Conservation section into the Comprehensive Plan report.

Clark Patterson Lee will work on the providing the following "priority projects" for the graphics portion of the report.

- Potential Park in Nucherino lot, next to Sidway School
- East River and Whitehaven Intersection (hamlet)
- Land around off ramp @ Long Rd and GI Blvd (North gateway)
- Love and Baseline (extend toward existing plaza)
- Nike Base (eco-tourism hub, master plan)
- Wayfinding – signage and trails
- Roundabout and South end of GI Blvd (South gateway)
- Conservation and open space plans
- LRPC to continue reviewing report
- CPL to send PDF of report
- CPL to send out digital copy of trails and land use map
- LRPC members need to wrap their heads around the entire project. What is our projection for the next 20 years? What do we need to be sustainable? Per Jim's request.

Future Meeting Dates: January 10th and need to set up one more in January.

VI. NEXT MEETING: Meeting # 10

Wednesday, January 10th, at 7:00 pm.

Objectives for the January 10th meeting:

Review report for final questions and comments
Review priority projects provided by CPL.
Set next meeting date and final public meeting.
Finalize report for submission in March.

VIII. ADJOURNMENT:

A motion was made by Beverly / Paul to **ADJOURN** at 9:18 pm.

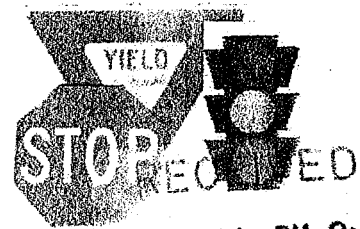
Ayes: All in favor. Motion carried.

Respectfully submitted,

Melanie Anderson

Melanie Anderson
LRPC- CPL Consultant

JANUARY 8, 2018



2018 JAN 11 PM 2:46

**TOWN OF GRAND ISLAND
TRAFFIC SAFETY ADVISORY BOARD**

TOWN CLERK
GRAND ISLAND, N.Y.

Members: Councilwoman Jennifer Baney - Chair Dorothy Bitner - Jack Burns
Chuck Grunzweig - Betty L. Harris - Larry Kieffer - Norman Mrkall
Atty. Mark Nemeth - Eric Thomsen - Gary Tollner

Meeting called to order: 7:00 P.M.

Attendance: Councilwoman Jennifer Baney, Dorothy, Betty, Larry, Norman, Mark,
Eric, Gary

Absent: Jack, Chuck

Motion to accept minutes of December 12, 2017 – Norm and Mark

Guests: Faye Teluk – Nancy Killian

Dorothy acknowledged and welcomed Jennifer as TSAB liaison and Eric and Larry as new members.

OLD BUSINESS: Jennifer had previous to the meeting, received past minutes pertaining to TSAB concerns and requests, as discussed at December meeting with Councilwoman Beverly Kinney. She understands the importance of TSAB in being involved with new construction projects. Additionally, Beverly had printed 500 “**See Something, Say Something**” flyers – paper donated – and TSAB was asked to take flyers and get them circulated at their businesses or where they network on the Island. Betty took ½ the stack and will deliver some to the Chamber office, send to the local Real Estate offices and post where possible. Jennifer will brief Eric regarding the concept of the flyers.

Betty mentioned that in conversation last month with Beverly, the law enforcement agencies on the Island have no emergency telephone numbers posted at their buildings. This includes Border Patrol Building. Beverly had pointed out that people have come to Town Hall when she's been there evenings looking for police. It would be a good idea to have these agencies post at their facilities and possibly at Town Hall front door.

TSAB members are interested in touring the Border Patrol building and Dorothy will follow up on a date.

Information on the National Night Out – August 7, 2018 was presented and TSAB has been registered. A confirmation should be forthcoming to Dorothy % Town Hall. Mark suggested we start now to think about putting this together more effectively and TSAB is asking the Town Board to help advertise and Jennifer will ask the Chamber to join in and encourage their members to participate.

This is a community event – open to the public – no charge to participate and a way to promote awareness of neighborhood and business safety and meet residents. This is a national event and surrounding Town/Villages participate. TSAB and the Town need to promote the event starting in June.

With regard to area speed signs and stop signs at the December meeting and Faye Teluk's request for three way signs at Park Place and Harvey Road, noting there have been 4 reported accidents due to drivers running the stop sign at Park.

Larry produced Section 2B.06 through Section 2C.36 documents along with Table NY2C-4 Guidelines for Advance Placement of Warning Signs. Both Eric and Larry did visit the site to observe and Norm acknowledged, as a resident of Harvey, that there have always been concerns and incidents. Norm also stated that the running of stop signs is a national problem and not unique to Grand Island. There is some brush but it was observed that there is clear visibility for drivers coming and going past Park Avenue. It is the drivers coming out of Park onto Harvey that are not respecting the stop sign. Jennifer was asked to bring this concern to law enforcement.

Betty's suggestion – an awareness letter be drafted and mailed to the residents of the area. Mark said he would draft something for approval. This will alert residents to their safety and enforcement.

Jennifer understood the concern and will also pass the information on at a Town Board meeting. The Traffic Manual is on line and Larry was requested to send the link to all members and Jennifer. It was suggested that Central Police Service requested to furnish accident and violations for that area.

It was suggested the Richard Crawford, Highway be invited to attend the February meeting to discuss locations and possible map of Town posted sign. Larry asked who authorized Stony Point/Ransom stop signs – and many site signs that are not posted correctly. Jennifer will follow up. Larry suggested the Town adapt a policy regarding signage.

Faye Teluk who brought this issue to the TSAB last month, was present and stated she was pleased to learn the codes per signage and also that the TSAB was taking some action.

Nancy Killian – had three issues to bring to the TSAB. Second time regarding cars parked over driveways – this prohibits walkers from using the sidewalk when blocked. Further Nancy pointing out patrons visiting the Love Road Plaza also park on the approach along the parking lot not allowing pedestrian walk access.

She brought forth an idea to incorporate into Night Out regarding a driver safety group she works with. The date might be a conflict – and Mark pointed out there would have to be Town Board approval due to liability and Betty suggested it might be a good project for the High School as they offer Driver Courses.

Lastly, Nancy pointed out that drivers are running the red light signal at Love and Beaver Island Pkwy. It has been mentioned before that drivers going south and making the right turn onto Love Road with speed drop to 30 mph, are not always observing the change from 45 mph on Pkwy. Exiting drivers from the Plaza have to be careful and cars parking outside the parking lot create need to be extra cautious.

NEW BUSINESS: Dorothy received a letter from a concerned resident about the lack of a cross walk or signal button for anyone walking out of Tops Blvd driveway and crossing the driveway and/or the Blvd. TSAB members will check it but don't recall their being any safety crossing devices at the location.

Dorothy would like to have TSAB article in the Dispatch on a monthly basis and is asking for subjects – concerns – from members. She did welcome Eric, Larry and Norm to be part of any research on Town signs as a committee to report each month. Chuck will be working on the bridge emergency concerns whenever the Town has a meeting with Thruway Authority.

The next meeting will be February 13, 2018 – 7:00 P.M.

Motion to close meeting: Norman and Eric


Respectfully submitted, Betty L. Harris, Secretary

Enc: Traffic Manual 3 pages

New Roster- members, addresses, phones, emails and term

Cc: Town Board, Town Clerk, Planning Board

Section 2B.06 STOP Sign Applications

Guidance:

- 01 At intersections where a full stop is not necessary at all times, consideration should first be given to using less restrictive measures such as YIELD signs (see Sections 2B.08 and 2B.09).
- 02 The use of STOP signs on the minor-street approaches should be considered if engineering judgment indicates that a stop is always required because of one or more of the following conditions:
 - A. The vehicular traffic volumes on the through street or highway exceed 6,000 vehicles per day;
 - B. A restricted view exists that requires road users to stop in order to adequately observe conflicting traffic on the through street or highway; and/or
 - C. Crash records indicate that three or more crashes that are susceptible to correction by the installation of a STOP sign have been reported within a 12-month period, or that five or more such crashes have been reported within a 2-year period. Such crashes include right-angle collisions involving road users on the minor-street approach failing to yield the right-of-way to traffic on the through street or highway.

Support:

- 03 The use of STOP signs at grade crossings is described in Sections 8B.04 and 8B.05.

Section 2B.07 Multi-Way Stop Applications

Support:

- 01 Multi-way stop control can be useful as a safety measure at intersections if certain traffic conditions exist. Safety concerns associated with multi-way stops include pedestrians, bicyclists, and all road users expecting other road users to stop. Multi-way stop control is used where the volume of traffic on the intersecting roads is approximately equal.
- 02 The restrictions on the use of STOP signs described in Section 2B.04 also apply to multi-way stop applications.

Guidance:

- 03 The decision to install multi-way stop control should be based on an engineering study.
- 04 The following criteria should be considered in the engineering study for a multi-way STOP sign installation:
 - A. Where traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.
 - B. Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions.
 - C. Minimum volumes:
 - 1. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day; and
 - 2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but
 - 3. If the 85th-percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the values provided in Items 1 and 2.
 - D. Where no single criterion is satisfied, but where Criteria B, C.1, and C.2 are all satisfied to 80 percent of the minimum values. Criterion C.3 is excluded from this condition.

Option:

- 05 Other criteria that may be considered in an engineering study include:
 - A. The need to control left-turn conflicts;
 - B. The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;
 - C. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop; and
 - D. An intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve traffic operational characteristics of the intersection.

Section 2C.33 Warning Signs and Plaques for Motorcyclists (W8-15, W8-15P, and W8-16)

Support:

- 01 The signs and plaques described in this Section are intended to give motorcyclists advance notice of surface conditions that might adversely affect their ability to maintain control of their motorcycle under wet or dry conditions. The use of some of the advance surface condition warning signs described in Section 2C.32, such as Slippery When Wet, LOOSE GRAVEL, or ROUGH ROAD, can also be helpful to motorcyclists if those conditions exist.

Option:

- 02 If a portion of a street or highway features a roadway pavement surface that is grooved or textured instead of smooth, such as a grooved skid resistance treatment for a horizontal curve or a brick pavement surface, a GROOVED PAVEMENT (W8-15) sign (see Figure 2C-6) may be used to provide advance warning of this condition to motorcyclists, bicyclists, and other road users. Alternate legends such as TEXTURED PAVEMENT or BRICK PAVEMENT may also be used on the W8-15 sign.
- 03 If a bridge or a portion of a bridge includes a metal or grated surface, a METAL BRIDGE DECK (W8-16) sign (see Figure 2C-6) may be used to provide advance warning of this condition to motorcyclists, bicyclists, and other road users.
- 04 A Motorcycle (W8-15P) plaque (see Figure 2C-6) may be mounted below or above a W8-15 or W8-16 sign if the warning is intended to be directed primarily to motorcyclists.

Section 2C.34 NO CENTER LINE Sign (W8-12)

Option:

- 01 The NO CENTER LINE (W8-12) sign (see Figure 2C-6) may be used to warn of a roadway without center line pavement markings.

Section 2C.35 Weather Condition Signs (W8-18, W8-19, W8-21, and W8-22)

Option:

- 01 The ROAD MAY FLOOD (W8-18) sign (see Figure 2C-6) may be used to warn road users that a section of roadway is subject to frequent flooding. A Depth Gauge (W8-19) sign (see Figure 2C-6) may also be installed within a roadway section that frequently floods.

Standard:

- 02 If used, the Depth Gauge sign shall be in addition to the ROAD MAY FLOOD sign and shall indicate the depth of the water at the deepest point on the roadway.

Option:

- 03 The GUSTY WINDS AREA (W8-21) sign (see Figure 2C-6) may be used to warn road users that wind gusts frequently occur along a section of highway that are strong enough to impact the stability of trucks, recreational vehicles, and other vehicles with high centers of gravity. A NEXT XX MILES (W7-3a) supplemental plaque may be mounted below the W8-21 sign to inform road users of the length of roadway that frequently experiences strong wind gusts.
- 04 The FOG AREA (W8-22) sign (see Figure 2C-6) may be used to warn road users that foggy conditions frequently reduce visibility along a section of highway. A NEXT XX MILES (W7-3a) supplemental plaque may be mounted below the W8-22 sign to inform road users of the length of roadway that frequently experiences foggy conditions.

Section 2C.36 Advance Traffic Control Signs (W3-1, W3-2, W3-3, W3-4)

Standard:

- 01 The Advance Traffic Control symbol signs (see Figure 2C-6) include the Stop Ahead (W3-1), Yield Ahead (W3-2), and Signal Ahead (W3-3) signs. These signs shall be installed on an approach to a primary traffic control device that is not visible for a sufficient distance to permit the road user to respond to the device (see Table 2C-4). The visibility criteria for a traffic control signal shall be based on having a continuous view of at least two signal faces for the distance specified in Table 4D-2.

Support:

- 02 Figure 2A-4 shows the typical placement of an Advance Traffic Control sign.
- 03 Permanent obstructions causing the limited visibility might include roadway alignment or structures. Intermittent obstructions might include foliage or parked vehicles.

Table NY2C-4. Guidelines for Advance Placement of Warning Signs

Posted or 85 th Percentile Speed (mph)	Advance Placement Distance (ft) ¹																
	Condition A: Speed reduction and lane changing in heavy traffic ²	Condition B: Deceleration to the listed advisory speed (mph) for the condition ⁴															
		Condition C: No speed reduction necessary ⁵															
		0 ³	5	10	15	20	25	30	35	40	45	50	55	60	65	70	75
20	410	115	110	105	90	75	-	-	-	-	-	-	-	-	-	-	-
25	515	155	160	150	135	120	95	-	-	-	-	-	-	-	-	-	-
30	620	200	205	195	185	165	140	110	-	-	-	-	-	-	-	-	-
35	720	250	255	245	235	215	190	160	130	-	-	-	-	-	-	-	-
40	825	305	320	310	295	280	255	225	190	150	-	-	-	-	-	-	-
45	930	360	380	370	360	340	315	285	255	210	165	-	-	-	-	-	-
50	1030	425	455	450	435	415	390	360	330	285	240	185	-	-	-	-	-
55	1135	495	530	520	505	490	460	435	400	355	315	255	205	-	-	-	-
60	1280	570	605	595	585	565	540	510	475	435	390	335	280	220	-	-	-
65	1365	645	670	690	675	660	630	605	570	525	485	425	375	315	240	-	-
70	1445	730	785	775	765	745	720	690	660	615	570	515	460	400	325	260	-
75	1545	820	880	870	855	840	810	785	750	705	660	605	550	495	420	350	275

Notes:

- ¹ The distances have not been modified to account for sign legibility.
- ² Typical conditions are locations where the road user must use extra time to adjust speed and change lanes in heavy traffic because of a complex driving situation. Typical signs are Merge and Right Lane Ends. The distances are taken from the 2004 AASHTO Policy, Exhibit 3-3, Decision Sight Distance, Avoidance Maneuver E.
- ³ Typical condition is the warning of a potential stop situation. Typical signs are Stop Ahead, Yield Ahead, Signal Ahead, and Intersection Warning signs. The distances are taken from the 2004 AASHTO Policy, Stopping Sight Distance, Exhibit 3-1.
- ⁴ Typical conditions are locations where the road user must decrease speed to maneuver through the warned condition. Typical signs are Turn, Curve, Reverse Turn, or Reverse Curve. The distances are determined by providing a 2.5 second PRT and a vehicle deceleration rate of 10 ft/second².
- ⁵ Typical signs are Added Lane, Road Narrows, Divided Highway, and Condition B signs displayed without an advisory speed.

**SEE SOMETHING?
SAY SOMETHING!**



**NON EMERGENCY
716-773-7508
GRAND ISLAND POLICE**

24/7

EMERGENCY 911

**POST THESE NUMBERS
ON YOUR CELL PHONE**

**TOWN HALL
2255 BASELINE RD- 773-9600**

**Town of Grand Island
Traffic Safety Advisory Board
(community awareness -2018 blh)**

TB

RECEIVED

2018 JAN 17 AM 11:38

BOARD OF ARCHITECTURAL REVIEW MEETING

Minutes: December 19, 2017
7:30 PM

MEMBERS PRESENT: J. Butler, K. Killian, R. Szafran
R. Billica – Liaison

MEMBERS ABSENT: P. Buchanan, A. Stockinger
D. Nardozi – Alternate

OTHERS PRESENT: P. Thayer – 230 Pin Oak Circle
P. Marston

MINUTES – Board of Architectural Review Meeting – 11/21/17
Received & Filed

MINUTES – Town Board Meetings – 11/6/17, 11/20/17
Town Board Disposition – 12/4/17
Received & Filed

MINUTES – Planning Board Meeting – 10/10/17
Received & Filed

MINUTES – Zoning Boards of Appeals Meeting – 11/2/17
Received & Filed

1. **JAY WENDT CONSTRUCTION – 2825 Bedell Road**
Garage

After reviewing the elevations for a 30' x 32' garage to be constructed at 2825 Bedell Road, a motion was made by Szafran – Killian to accept the drawings, provided approvals are granted by all other necessary Town Boards.

Roll Call: Ayes – Butler, Killian, Szafran
Noes – None
Carried

2.

2. STICKL CONSTRUCTION CO. – 96 Country Club Dr.
Single Family Dwelling

It was moved by Killian – Szafran to accept the elevation for a single family dwelling to be constructed at 96 Country Club Dr. Approvals must be granted by all other necessary Town Boards.

Roll Call: Ayes – Butler, Killian, Szafran
 Noes – None
 Carried

3. DAVID HOMES – 2742 Baseline Rd.
Single Family Dwelling

A motion was made by Szafran – Killian to accept the elevations for a single family dwelling to be constructed at 2742 Baseline Rd., provided approvals are granted by all other necessary Town Boards.

Roll Call: Ayes – Butler, Killian, Szafran
 Noes – None
 Carried

4. LARRY PLAYFAIR – 2099 Grand Island Blvd.
Office Building

After reviewing the elevations for an office building to be constructed at 2099 Grand Island Blvd., a motion was made by Szafran – Killian to accept the drawings. Approvals must be granted by all other necessary Town Boards.

Roll Call: Ayes – Butler, Killian, Szafran
 Noes – None
 Carried

3.

5. PAUL THAYER – 230 Pin Oak Circle
Pole Barn – 20' x 32'

Mr. Thayer appeared to discuss the pole barn project on his property. The colors for the barn will match the exterior on his home. After further discussion, a motion was made by Killian – Butler to accept the drawings. Approvals must be granted by all other necessary Town Boards.

Roll Call: Ayes – Butler, Killian, Szafran
 Noes – None
 Carried

Meeting Adjourned at 8:15 PM.

Respectfully submitted,

John A. Butler, Chairman
Board of Architectural Review

Minutes prepared by Linda Koch, Recording Secretary



RECEIVED

Meeting Minutes

2018 JAN 24 AM 8:53

Grand Island Parks and Recreation Advisory Board

Board Members Present: Paul Leuchner, Chair | Alice Kozen, Secretary | James Szakacs | Judy Schmidt (alternate) | Joseph Menter, Recreation Supervisor |

Board Members Excused: Ray Gress, Neil Hoffman, Jason Masker, Robin Shipman, Tim Wiles (alternate), Beverly Kinney (Town Board Liaison)

Absent: Tom Dworak (Parks Crew Chief)

Guests: None

October 30, 2017

Meeting Location: Activity Center, Recreation Department, Nike Base Park

Start Time: 7:00 pm

Agenda

1. Welcome: Meeting was called to order at 7:10 PM.

2. Approval of Previous Meeting Minutes: Judy Schmidt moved to accept the September, 2017 minutes and Jim Szakacs seconded. Minutes were approved as amended.

3. Town Board Liaison Report (Bev Kinney) – no report.

4. Town Recreation Supervisor Report (Joe Menter)

Winter programs are set to start the week of November 6, 2017. Volleyball Blue Team is returning and has a few extra teams using only middle school and Sidway. Women's volleyball team is full. Men's basketball is good. Open swimming is now available at the high school and the Youth inclusive open gym is also open. The Recreation Department will host the Niagara Frontier Recreation and Parks Society on Thursday.

5. Town Parks Supervisor Report (Tom Dworak) – no report

6. Report from the Chair

Security Lighting at Fisherman's Landing: The security lighting for the parking lot next to the pump station has been out of service since last June. The lack of proper lighting has attracted groups of people who hang out in their vehicles during the night and early morning hours. Piles of garbage and other nasty items dumped on the pavement are cleaned up by local residents resulting in complaints. Bev Kinney agreed to follow up on this issue.

West River Trail Update (Connections to Nike Base Park and Big Six Marina) – The Chair recently conferred with the NYS Parks Capital Facilities Manager Mark Mistretta on the status of the West River Trail project. Mark noted that the bid packages for the West River Trail are

expected to go out some time in December and that trail construction is expected to begin in early April.

7. Old Business

Parks and Recreation Fee Recommendations initial findings (Judy Schmidt and Jason Masker)

Judy looked through the Town records to determine the dollar value of fees collected historically. Jason and Judy are endeavoring to get answers to questions about projected fee income vs. actual town funds expended. Expense information has been provided but no information has been forthcoming in terms of projected fee income. Tom Dworak was asked to provide additional information.

Scheduling of Future Stakeholder Meetings on Fees (Chair)

A meeting is scheduled for November 8 with the Grand Island Soccer Club. The Grand Island Football League has not responded to our invitation to meet. The following people will be meeting with club representatives: Bev Kinney, Paul Leuchner and Joe Menter. Comments from the Grand Island Little League and Councilman Ray Billica will be considered along with the information obtained from the soccer club.

8. New Business

Recreation Fees for Apartments and Subdivision Lots (Request for Recommendation):

Members were asked to review the memo from the Town Planning Board regarding fees, whether they should be collected and if so should the fees be increased. There was some discussion with more planned for the next meeting of the Parks and Recreation Advisory Board.

GI Bridge – Access to the Greenway - Paul Leuchner who is also a former Niagara River Greenway Commissioner participated in a conference call Doug Tokarczyk and Adam Wood of the New York State Thruway Authority concerning the recently adopted practice closing the Grand Island Bridges during the winter months. Following that discussion the Thruway staff agreed to consider leaving the gates open and posting the bridge sidewalks as is done with the New York Power Authority jetties for “use at your own risk”. Most of the time the bridge sidewalks are clear and restricting access in effect denies year round public access to the Niagara River Greenway Trail system.

9. Roundtable – no discussion

10. Next Meeting: January 22, 2018

11. Adjourn: Motion to adjourn was moved by Judy Schmidt and seconded by Jim Szakacs. All approved. The meeting ended at 8:45 PM.

Respectfully submitted,

Alice A. Kozen, Secretary

RESOLUTION

SUPPORTING 'SOLARIZE GRAND ISLAND'

WHEREAS, Solarize is a short term, local effort that brings together groups of potential solar customers through widespread outreach and education, and

WHEREAS, this model helps customers choose a solar installation company that is offering competitive, transparent pricing, and

WHEREAS, historically, Solarize campaigns lower the cost of solar 10 to 20 percent, and

WHEREAS, residents and businesses who sign up for solar installations by a specific deadline will be able to take advantage of group rates

WHEREAS, the New York State Energy Research and Development Authority (NYSERDA) provides technical assistance and other tools and resources to communities in support of Solarize campaigns.

NOW, THEREFORE, BE IT RESOLVED, that the TOWN OF GRAND ISLAND supports, endorses, and is committed to participate in SOLARIZE GRAND ISLAND CAMPAIGN.

BE IT FURTHER RESOLVED, that the TOWN OF GRAND ISLAND stands ready to assist with community outreach and education in support of SOLARIZE GRAND ISLAND CAMPAIGN.

Committee Members are: Bev Kinney, Jennifer Baney, Jim Sharpe, Jennifer Peresie, Judy Schmidt, Paul Leuchner, Diane Evans, Jeff Green, Roger Cook, Bryce Shipman, Celia Spacone, Cyndy Montana, Jenn Pusatier, Ron Milks/Bill Shaw, Chris Dann/Lynn Dingey.



RECEIVED

2018 JAN 31 AM 11:58

TOWN CLERK
GRAND ISLAND N.Y.

The Town of Grand Island
Jennifer L. Baney
Councilwoman

Date: January 28, 2018

To: Town Board

From: Jennifer Baney
Councilman

Re: Adoption of the Proposed changes to the Grand Island Remembrance Program

Honorable Town Board:

Please find the attached documents prepared by our Town Parks Department outlining revisions and improvements to The Grand Island Remembrance Program. The original document (adopted 2-6-2017) is included first in the packet, with revised or removed information highlighted. The new document (2018) follows immediately after.

It is my recommendation that these revisions be approved and effectively immediately, as I plan to work with them to effectively promote and increase awareness of this program within the community.



2017-Town of Grand Island Remembrance Program

rvsd: aug 11/16

Town of Grand Island offers a Remembrance program to commemorate your special loved one.

We offer two options: Memorial Planting or Memorial Items

Option 1A: Trees

We have provided a list of approved trees and shrub that are applicable to the program. Select item of particular size and species is not guaranteed and will vary year to year due to invasive and natural threats (i.e. emerald ash borer, severe drought etc.) and changes in habitat.

Donors will be required to purchase their own tree or shrub from our approved list (below) from a reputable nursery. The nursery will plant your selected tree on town property on a pre-approved site with oversight of the Parks Department. Planting locations are approximate and must be scheduled in advance with the Parks Department Crew Chief. Planting option is available throughout the growing season April to November and is pending staff and weather conditions.

The tree list includes plants that can tolerate temporary pooling of rainwater as well as dry periods. Most of the plants are native. Some of the native plants on this list may not be readily available at all garden centers.

TREE List-

- | | |
|--|---|
| 1. American Hop Hornbeam, <i>Ostrya virginiana</i> | 9. Red-Panicled Dogwood, <i>Cornus racemosa</i> |
| 2. American Sweetgum, <i>Liquidambar styraciflua</i> | 10. River Birch, <i>Betula nigra</i> |
| 3. Gray Birch, <i>Betula populifolia</i> | 11. Shadblow, <i>Amelanchier arborea</i> |
| 4. Green Ash, <i>Fraxinus pennsylvanica</i> | 12. Swamp White Oak, <i>Quercus bicolor</i> |
| 5. Pin Oak, <i>Quercus palustris</i> | 13. Tupelo, <i>Nyssa sylvatica</i> |
| 6. Red Cedar, <i>Juniperus virginiana</i> | 14. White Ash, <i>Fraxinus Americana</i> |
| 7. Red Maple <i>Acer Rubrum</i> | 15. Witchhazel, <i>Hammamelis virginiana</i> |
| 8. Red Oak, <i>Quercus rubra</i> | |

Arborist recommended tree list for Veterans Park only:

1. Callery Pear
2. Freeman maple
3. Hackberry
4. Hybrid Elm
5. Linden (although they can get Japanese beetles)
6. Locust
7. Tree Lilac
8. Zelkova
9. River Birch (For wetter areas)
10. Pin Oak (For wetter areas)
11. Serviceberry (For wetter areas)



Town of Grand Island Remembrance Program

Option 1B:-Memorial Plaque

As an additional option, a memorial marker can be purchased from our supplier. The marker size is 4" x 6" only and may have an option to include the Latin or common name of the tree/plant in addition to the memorial name. Donor is responsible to pay all plaque & engraving cost to the supplier. Once donor receives plaque and reviews spelling, it would need to be delivered to Parks Department for proper mounting.

Option 2: Other Memorial Items: Bench or Boulder

Alternative ideas for remembrance items include: Benches & Boulders.

Selection will need to be approved by the Parks Department. The Donor may contract for installation of memorial item, with oversight by the Parks Department, or may have the Parks Department install the memorial item at a cost to be determined at time of selection.

Donor is responsible to pay all costs associated with Memorial Items and its Installation: such as; supplier cost of Items selected, Installation materials and engraving, if applicable.

Mandatory Maintenance Fee- 3 year term:

The Town will provide an irrigation water bag (which includes filling for 3 years) and 3 year trunk protection for winter. The Donor will pay Town of Grand Island sum of \$150.00 (based on supplies and wages this amount should be closer to \$300).

Conditions:

The Town of Grand Island shall provide for maintenance and protection of the memorial. Once installed, the memorial becomes Town of Grand Island property. The Town of Grand Island does not guarantee permanency of the memorial. If a memorial must be relocated, the donor will be notified, in writing and according to the address on the Remembrance Program Application.

- All prices are subject to change without notice.
- All memorial or remembrance items are considered a donation to the Town of Grand Island and are not subject to refund.
- The Town of Grand Island will not have the responsibility to replace trees, memorial items, or plaques.

TOWN OF GRAND ISLAND
PARKS DEPARTMENT
1881 Bedell Road
GRAND ISLAND, NY 14072
716.773.9686 parks@grand-island.ny.us



Grand Island Remembrance Program Application

Name of Donor (Individual or Organization): _____

Contact Information: _____

Street _____

Town _____ State _____ Zip _____

Day Time Phone: _____ Alt phone _____

E-mail _____

Plaque information: Please circle one: Remembrance Memory

In Loving Remembrance or Memory of _____

Please print clearly (please check spelling)

Please circle all applicable item options: 1A Tree 1B Plaque 2 Other item

Please include copies of all receipts of purchased item(s) and specify location of where item (s) to be installed.

Please complete the Remembrance Program Application and return it with a check payable to the Town of Grand Island.

Please make check payable to Town of Grand Island.

I have enclosed the amount of \$ _____ Check # _____

I agree to the Town of Grand Island Terms and Conditions.

Donor signature: _____ Date: _____

(This space to be completed by Town of Grand Island)

Item (s): _____

Location where item(s) to be installed: _____

Preferred date to be installed: _____ Copy of store receipt(s) Yes No

Supplier Info: _____

Received by: _____ Date: _____

Thomas Dworak - Parks Crew Chief | (716) 773-9686 x11 | (716) 773-9686 office | Parks@grand-island.ny.us

TOWN OF GRAND ISLAND**PARKS DEPARTMENT**

1881 Bedell Road

GRAND ISLAND, NY 14072

716.773.9686 parks@grand-island.ny.us



***Note: page 4 & 5 can be available in a binder in-house only or with application.**

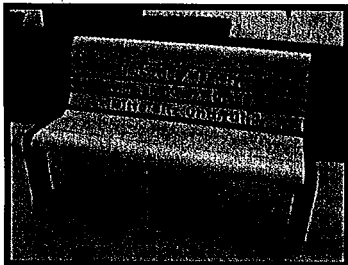
Recommended suppliers below.

BENCH Spec Options. Malibu series only. *Engraving options available for this product. *Warrantee & prices are according to supplier and subject to change. The donor is responsible to have CONTRACT with the supplier.

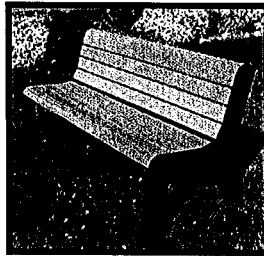
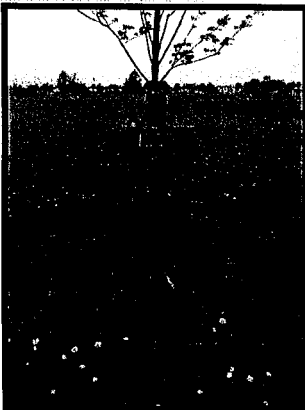
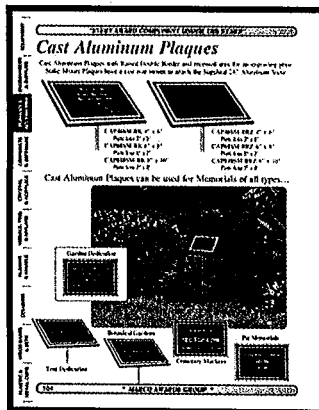
Belson Outdoor Products- (800) 323-5664. http://www.belson.com Call Vendor for price	4 foot or 5 foot bench only per vendor pricing	Recycled plastic- Cedar color boards with black legs, in ground mount *Engraving options available for this product
Allen Ventures- 877-423-9800 http://www.allenventures.com Call vendor for price	4 foot or 5 foot bench only per vendor pricing	Recycled plastic- Cedar color boards with black legs, in ground mount *Engraving options available for this product
Other-	4 foot or 5 foot bench only Style to be approved by Parks Crew Chief	recycled plastic- Cedar color boards with black legs, in ground mount

Memorial Marker

Tony Martin Awards- 716-836-6797	4" x 6" plaque (approx. \$65 per vendor pricing)	Cast Aluminum
	4" x 6" plaque (approx. \$60 per vendor pricing)	Plastic w/wood post & solar light

Photo Gallery of Items

**Engraved
Memorial Markers**

Bench: Malibu Series**Plain****Plastic marker on wood post w/solar light****Cast Aluminum**

TOWN OF GRAND ISLAND

PARKS DEPARTMENT

1881 Bedell Road

GRAND ISLAND, NY 14072

716.773.9686 parks@grand-island.ny.us



TREE Nurseries - Only Trees on the list will be considered. *Warrantee & prices are according to supplier and subject to change. The donor is responsible to have CONTRACT with the nursery for the purchase and planting of the tree.

Supplier:	Basic warrantee:	Tree types:
<p>Menne's Nursery info@mennenursery.com 3100 Niagara Falls BLVD Amherst, NY 716-693-4444 - X 243 (nursery yard), X 230 (business office)</p> <p>Russell's tree's & shrubs 9800 Transit Rd E. Amherst NY 716-689-6764</p>	<p>Menne's - 1st year- guarantee standard 100% purchase price Yr 2- 50%or 75% of the original purchase price Yr3- No guarantee</p> <p>Russell's- Possible 1 year guarantee</p> <p>Adam's Nurseries 1 year guarantee - replacement at or below original price, proof of purchase required. Receipt with date of purchase must be presented.</p> <p>Lincoln Park Nursery 1 year guarantee- Condition's apply: *Area B* -Red tag tree (2.5 caliber) \$265 install charge + tree cost -Green tag tree (18gallon) \$140 install charge + tree cost -Blue tag tree (over 2.5 caliber) \$400 install charge + tree cost</p>	<ol style="list-style-type: none"> American Hop Hornbeam, <i>Ostrya virginiana</i> American Sweetgum, <i>Liquidambar styraciflua</i> Gray Birch, <i>Betula populifolia</i> Green Ash, <i>Fraxinus pennsylvanica</i> Pin Oak, <i>Quercus palustris</i> Red Cedar, <i>Juniperus virginiana</i> Red Maple <i>Acer Rubrum</i> Red Oak, <i>Quercus rubra</i> Red-Panicked Dogwood, <i>Cornus racemosa</i> River Birch, <i>Betula nigra</i> Shadblow, <i>Amelanchier arborea</i> Swamp White Oak, <i>Quercus bicolor</i> Tupelo, <i>Nyssa sylvatica</i> White Ash, <i>Fraxinus Americana</i> Witchhazel, <i>Hammamelis virginiana</i> <p>Arborist recommended tree list for Veterans Park only:</p> <ol style="list-style-type: none"> Callery Pear Freeman maple Hackberry Hybrid Elm Linden (although they can get Japanese beetles) Locust Tree Lilac Zelkova River Birch (For wetter areas) Pin Oak (For wetter areas) Serviceberry (For wetter areas)
<p>Adam's Nurseries 5799 Genesee St. Lancaster NY 716-683-4885 contact@adamsnurseries.com</p> <p>Lincoln Park Nursery 147 Old Niagara Falls Blvd, Amherst NY 716-692-6100</p>		

Visit our Parks office for a Photo Gallery of Trees

**DRAFT
COPY**



2018-Town of Grand Island Remembrance Program

rvsd: 1/18

Town of Grand Island offers a Remembrance program to commemorate your special loved one.

We offer two options: Memorial Planting or Memorial Items

Option 1A: Trees

Below is a list of approved trees and shrubs that are applicable to the program. Select item of particular size and species is not guaranteed and will vary year to year due to invasive and natural threats and changes in habitat.

Donors will be required to purchase their own tree or shrub from our approved list (below) from a reputable nursery. The nursery will plant your selected tree on town property on a pre-approved site with oversight of the Parks Department. Planting locations are approximate and must be scheduled in advance with the Parks Department Crew Chief. Planting option is available throughout the growing season April to November and is pending staff and weather conditions. The tree list includes plants that can tolerate temporary pooling of rainwater as well as dry periods. Most of the plants are native. Some of the native plants on this list may not be readily available at all garden centers.

Only Trees on the list will be considered. * Visit our Parks office for a Photo Gallery of Trees

TREE List:

- | | |
|--|---|
| 1. American Hop Hornbeam, <i>Ostrya virginiana</i> | 9. Red-Panicked Dogwood, <i>Cornus racemosa</i> |
| 2. American Sweetgum, <i>Liquidambar styraciflua</i> | 10. River Birch, <i>Betula nigra</i> |
| 3. Gray Birch, <i>Betula populifolia</i> | 11. Shadblow, <i>Amelanchier arborea</i> |
| 4. Green Ash, <i>Fraxinus pennsylvanica</i> | 12. Swamp White Oak, <i>Quercus bicolor</i> |
| 5. Pin Oak, <i>Quercus palustris</i> | 13. Tupelo, <i>Nyssa sylvatica</i> |
| 6. Red Cedar, <i>Juniperus virginiana</i> | 14. White Ash, <i>Fraxinus Americana</i> |
| 7. Red Maple <i>Acer Rubrum</i> | 15. Witchhazel, <i>Hammamelis virginiana</i> |
| 8. Red Oak, <i>Quercus rubra</i> | |

Arborist recommended tree list for Veterans Park only:

Callery Pear / Freeman maple / Hackberry / Hybrid Elm / Linden (although they can get Japanese beetles)
Locust / Tree Lilac / Zelkova / River Birch (For wetter areas) / Pin Oak (For wetter areas) / Serviceberry (For wetter areas)

Supplier:

Menne's Nursery

3100 Niagara Falls Blvd Amherst, NY 716-693-4444 / info@mennenursery.com

Russell's Tree & Shrubs

9800 Transit Rd E Amherst, NY 716-689-6764

Adams's Nurseries

5799 Genesee St Lancaster, NY 716-683-4885 / contact@adamsnurseries.com

Lincoln Park Nursery

147 Old Niagara Falls Blvd Amherst, NY 716-692-6100

**DRAFT
COPY**



Option 1B:-Memorial Plaque

As an additional option, a memorial marker can be purchased from our supplier. The marker size is 4" x 6" only and may have an option to include the Latin or common name of the tree/plant in addition to the memorial name. Donor is responsible to pay all plaque & engraving cost to the supplier. Once donor receives plaque and reviews spelling, it would need to be delivered to Parks Department for proper mounting. ***Warrantee & prices are according to supplier and subject to change. - Please call the Park Department for current pricing.**

Memorial Marker

Tony Martin Awards- 716-836-6797	4" x 6" plaque - approx. \$100 Call parks department for engraving details	Cast Aluminum
Parks Department 716-773-9686	4Ft post stained - \$60.00	Wood Post w/Solar Light

Option 2:

Other Memorial Items: Bench or Boulder

Alternative ideas for remembrance items include: Benches & Boulders.

Selection will need to be approved by the Parks Department. The Donor may contract for installation of memorial item, with oversight by the Parks Department, or may have the Parks Department install the memorial item at a cost to be determined at time of selection.

Donor is responsible to pay all costs associated with Memorial Items and its Installation: such as; supplier cost of Items selected, Installation materials and engraving, if applicable.

Park Bench prices: 4ft. portable & permanent \$328.00 plus shipping
 5ft. portable & permanent \$367.00 plus shipping

Engraving is \$3.00 per letter- Up to 15 characters per plank on the 4ft. bench.
 Up to 25 characters per plank on the 5ft. bench.

Recommended suppliers below.

BENCH Spec Options. Malibu series only. The donor is responsible to have CONTRACT with the supplier.

Belson Outdoor Products- (800) 323-5664 www.belson.com	4 foot or 5 foot bench only per vendor pricing	Recycled plastic- Cedar color boards with black legs, in ground mount *Engraving options available for this product
Allen Ventures 877-423-9800 www.allenventures.com	4 foot or 5 foot bench only	Recycled plastic – Cedar color boards with black legs, in ground mount

***Warrantee & prices are according to supplier and subject to change.**

TOWN OF GRAND ISLAND

PARKS DEPARTMENT

1881 Bedell Road

GRAND ISLAND, NY 14072

716.773.9686 parks@grand-island.ny.us

**DRAFT
COPY**



Conditions:

The Town of Grand Island shall provide for maintenance and protection of the memorial. Once installed, the memorial becomes Town of Grand Island property. The Town of Grand Island does not guarantee permanency of the memorial. If a memorial must be relocated, the donor will be notified, in writing and according to the address on the Remembrance Program Application.

- All prices are subject to change without notice.
- All memorial or remembrance items are considered a donation to the Town of Grand Island and are not subject to refund.
- The Town of Grand Island will not have the responsibility to replace trees, memorial items, or plaques.

TOWN OF GRAND ISLAND
PARKS DEPARTMENT
1881 Bedell Road
GRAND ISLAND, NY 14072
716.773.9686 parks@grand-island.ny.us

**DRAFT
COPY**



Name of Donor (Individual or Organization): _____

Contact Information: _____

Street _____

Town _____ State _____ Zip _____

Day Time Phone: _____ Alt phone _____

E-mail _____

Plaque information: Please circle one: Remembrance Memory

In Loving Remembrance or Memory of _____
Please print clearly (please check spelling)

Please circle all applicable item options: 1A Tree 1B Plaque 2 Other item

Please include copies of all receipts of purchased item(s) and specify location of where item (s) to be installed.

Please complete the Remembrance Program Application and return it with a check payable to the Town of Grand Island.

Please make check payable to Town of Grand Island.

I have enclosed the amount of \$ _____ Check # _____

I agree to the Town of Grand Island Terms and Conditions.

Donor signature: _____ Date: _____

(This space to be completed by Town of Grand Island)

Item (s): _____

Location where item(s) to be installed: _____

Preferred date to be installed: _____ Copy of store receipt(s) Yes No

Supplier Info: _____

Received by: _____ Date: _____



RECEIVED
2018 JAN 31 AM 9:39
TOWN CLERK
GRAND ISLAND N.Y.

The Town of Grand Island
Jennifer L. Baney
Councilwoman

Date: January 30, 2018

To: Town Board

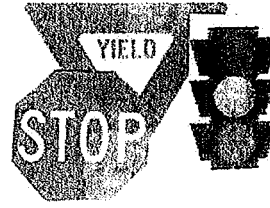
From: Jennifer Baney
Councilwoman

Re: Traffic Safety Advisory Board Citizen Correspondence

Honorable Town Board:

Attached you will find a letter that the Traffic Safety Advisory Board wished to distribute to citizens of Park Place and additional surrounding areas. This letter is the first step in an attempt to reduce speed and encourage compliance with stop signs at the intersection of Park Place Drive and Harvey Road.

The board's attached correspondence would be sent to 281 residences. It is my suggestion that we approve this request by the Traffic Safety Advisory Board as they attempt to keep our neighborhoods safe.



**TOWN OF GRAND ISLAND
TRAFFIC SAFETY ADVISORY BOARD**

**Members: Councilwoman Jennifer Baney - Chair Dorothy Bitner - Jack Burns
Chuck Grunzweig - Betty L. Harris - Larry Kieffer - Norman Mrkall
Atty. Mark Nemeth - Eric Thomsen - Gary Tollner**

Dear Neighbors on Park Place, Bonnywoods Crossing, Forest Creek Lane, and Harvey Rd.:

The Grand Island Traffic Safety Advisory Board (TSAB) is sending this letter as a courtesy asking you to be mindful of the traffic signs and pedestrians in your neighborhood.

In recent months it has come to the attention of the TSAB that there have been several accidents and/or near misses at the intersections in your neighborhood. Of particular concern is the intersection of **Park Place and Harvey** where there is a stop sign in place for Park Place only. The vehicles coming off Park Place are required to come to a complete stop and give right of way to those traveling on Harvey Rd. in both directions.

We considered asking the town for enforcement via County and Town police departments but thought that a friendly reminder may be enough. A failure to stop can cost several points on your license and could cost a considerable sum in fines. An accident can cost even more, including someone's life!

We know that everyone is busy and distractions are ever present, but we ask that you please pay attention to the traffic, traffic signs and pedestrians in your neighborhood.

Sincerely,

The Grand Island Traffic Safety Advisory Board

A meeting of the Town Board of the Town of Grand Island, in the County of Erie, New York, was held at the Town Hall, in said Town, on February 5, 2018.

PRESENT:

Hon. Nathan D. McMurray, Supervisor
Beverly A. Kinney, Councilmember
Michael H. Madigan, Councilmember
Jennifer L. Baney, Councilmember
Peter Marston, Jr., Councilmember

-----X

In the Matter

of the

Increase and Improvement of Facilities of the
Town of Grand Island Consolidated Water District in
the Town of Grand Island, County of Erie, New York,
pursuant to Section 202-b of the Town Law.

-----X

**ORDER CALLING
PUBLIC HEARING TO BE HELD ON
_____, 2018**

WHEREAS, the Town Board of the Town of Grand Island (herein called "Town Board" and "Town", respectively), in the County of Erie, New York, has, pursuant to Town Law, created the Town of Grand Island Consolidated Water District (the "District"); and

WHEREAS, in May of 2014, the Town Board directed Wendel Companies, competent engineers licensed in New York, to prepare a map, plan and report for a water system capital improvements project within the District; and

WHEREAS, in June of 2014, the Town approved the original capital improvements project, through Town Law Section 202-b proceedings and other resolutions and adopted a bond resolution on June 16, 2014; and

WHEREAS, the Town determined that the scope of such original capital project should be increased to include additional improvements in the District and directed Wendel Companies, competent engineers licensed in New York, to prepare a revised map, plan and report (dated January 2017) to include additional improvements in the District; and

WHEREAS, in January and February of 2017, the Town approved, through Town Law Section 202-b proceedings and other resolutions and adopted an amending bond resolution on February 6, 2017; and

WHEREAS, the Town Board has directed Wendel Companies to prepare an addendum to the 2017 revised map, plan and report to include further improvements in the District; and

WHEREAS, the cost of such revised project has increased from \$701,000 to \$806,000 due to such modifications; and

WHEREAS, such further revised and expanded project will generally consist of improvements to the water treatment plant including, but not limited to, the rehabilitation of the residual sludge lagoons (by replacing the bottom clay liners), the installation of approximately 150 linear feet of a new 24-inch water line from the clearwell to the high service pumps and the replacement of the high service pumps with vertical turbine pumps, installation of piping and valves, insulation and electrical upgrades, SCADA system improvements and the installation of steel framing, as well as other such improvements as more fully identified in (or contemplated by) such addendum to the revised map, plan and report referred to above, all of the forgoing to include all necessary site work, equipment, apparatus and other improvements and costs incidental thereto and in connection with the financing thereof (collectively, and as so expanded, the "Project"); and

WHEREAS, this amendment (a) expands the scope of the Project, (b) increases the estimated maximum amount from \$701,000 to \$806,000 and (c) increases the aggregate principal amount of bonds from \$701,000 to \$806,000; and

WHEREAS, pursuant to the direction of the Town, the Engineer has completed and filed with the Town Board such addendum to the revised map, plan and report (as so amended) for such increase and improvement of facilities of the District and has estimated the total cost thereof to be an increased estimated maximum amount of \$806,000; said cost to be financed by the issuance of serial bonds of the Town in an increased aggregate principal amount not to exceed \$806,000 such amount to be offset by any federal, state, county and/or local funds received; and

WHEREAS, such revised map, plan and report (hereinafter referred to as map, plan and report) has not been modified in any material respect other than as described above;

NOW, THEREFORE, BE IT

ORDERED that a meeting of the Town Board of the Town of Grand Island will be held at the Town Hall, 2255 Baseline Road, Grand Island, New York, on _____, 2018 at _____ o'clock p.m. (prevailing Time) or shortly thereafter, to consider said increase and improvement of facilities of the District and to hear all persons interested in the subject thereof concerning the same and for such other action on the part of the Town Board with relation thereto as may be required by law; and be it

FURTHER ORDERED, that the expense of said increase and improvement of the facilities shall be financed by the issuance of serial bonds of the Town in an increased aggregate principal amount not to exceed \$806,000 said amount to be offset by any federal, state, county and/or local funds received, and unless paid from other sources or charges, the costs of said increase and improvement of facilities shall be paid by the assessment, levy and collection of special assessments from the several lots and parcels of land within the District, which the Town Board shall determine and specify to be especially benefited thereby, so much upon and from each as shall be in just proportion to the amount of benefit conferred upon the same, to pay the principal of and interest on said bonds as the same shall become due and payable, except as provided by law; and be it

FURTHER ORDERED, that the Town Clerk publish at least once in each newspaper designated as the official newspaper of the Town for such publication, and post on the sign board of the Town maintained pursuant to subdivision 6 of Section 30 of the Town Law, a copy of this Order, certified by said Town Clerk, the first publication thereof and said posting to be not less than ten nor more than 20 days before the date of such public hearing.

DATED: February 5, 2018

TOWN BOARD OF THE
TOWN OF GRAND ISLAND

DEPARTMENT OF ENGINEERING
& WATER RESOURCES

ROBERT H. WESTFALL, P.E.
Town Engineer

LYNN M. DINGEY
Asst. Civil Engineer



THE TOWN OF GRAND ISLAND

2255 Baseline Road
Grand Island, New York 14072-1710
(716) 773-9600, Ext. 635 Office
(716) 773-9618 Fax
E-mail: engineering@grand-island.ny.us

Town Board Agenda: February 5, 2018

January 31, 2018

To: Town Board

From: Robert Westfall, P.E.
Town Engineer

RECEIVED
2018 FEB - 1 AM 10:04
TOWN OF GRAND ISLAND NY

Re: Professional Services Agreement
Water Plant Rehabilitation Project – High Lift Pumps
M-212-16

Honorable Town Board:

Attached, please find the Professional Services Agreement for the above referenced project for additional design services and for construction services. The bonding authorization for the project is already in place.

We hereby request the Town Supervisor be authorized to sign the Professional Services Agreement.

RHW
Attachment



January 30, 2018

Mr. Robert Westfall, P.E.
Town Engineer
2255 Baseline Road
Grand Island, New York 14072

**SUBJECT: TOWN OF GRAND ISLAND
WATER SYSTEM CAPITAL IMPROVEMENT PROJECT
HIGH LIFT PUMPS UPGRADE
SERVICES DURING CONSTRUCTION
ENGINEERING PROPOSAL
Wendel Project No.: 2180-35**

Dear Mr. Westfall:

We have reviewed the requirements for construction services relating to the Grand Island Water Treatment Plant High Lift Pumps Upgrade. A scope of work, approach and fee proposal for Additional Engineering Design Services (related to the 125-HP Pumps), Engineering Services during Construction and Resident Observation Services has been prepared and is included below.

SCOPE OF WORK

Wendel proposes the following scope of work relating to the construction services for the High Lift Pumps Upgrade:

A. Additional Engineering Design Services – 125-HP Pumps

- Electrical Design
 - Additional specifications and drawings (three - E001A, E101A, and E601A)
 - Upsizing the conduit and wire for the new 125 HP pumps
 - Replacing/upsizing existing 225 amp feeder
 - New cable to MCC02 and provision for a new disconnect switch
 - Coordination and site visit with National Grid
- Pump Design
 - Additional specifications and drawings (two - DD101A and D101A)
 - Pump column penetration through wetwell cover investigation
 - Structural support frame for larger, heavier pumps
 - Pump discharge piping modifications (drawings and specs.) required to upsize piping for larger pump flows
 - Additional coordination with pump manufacturers for pump curves and costs.

B. Engineering During Construction

- Notice of Award
- Review Contractors' Bonds and Insurance
- Conformance of Construction Contract



- Notice to Proceed
- Pre-Construction Conference
- Review of Shop Drawings
- Respond to RFIs during Construction
- Review of Contractor's Schedule
- Review/Process Change Orders
- Review of Progress Payments
- Support construction coordination between the Town and Contractor
- Administration of Construction Contract
- Submit a "Certificate of Completed Works" to the Erie County Health Department and NYSDOH
- Prepare Record Drawings at job completion
- Contract Closeout

C. Part-Time Resident Observation Services

- Resident Observation Services – 70 man-hours
- Progress meetings
- Observe and Record Site Activities
- Monitor Contractor Construction Schedules
- Punch List Compliance
- Record Drawings/Equipment Manuals
- Restoration Coordination
- Project Management of Resident Observation

PROPOSED SCHEDULE

Wendel is prepared to begin with the work immediately upon authorization.

PROPOSED FEE

We propose completing the services outlined in this letter as shown below. These fees include direct expenses such as first class mailing, local mileage and internal printing costs. Our proposed fee for providing these services is:

A. Additional Engineering Design Services	\$4,975	(Lump Sum)
B. Engineering During Construction	\$13,300	(Lump Sum)
C. Part-Time Resident Observation Services	\$7,000	(Time and Expense)
TOTAL FEE:	\$25,275	

ASSUMPTIONS

During the development of the scope of services with the Town of Grand Island, Wendel has made the following assumptions:



- The construction activity at the site will take place over an approximate 10-week period.
- The proposal is based on part-time observation with a total of approximately 70 hours of onsite observation time based on on-site construction activities taking place over a 2.5-month period.

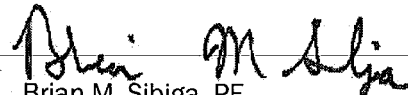
The above proposed fee for the Scope of Work is defined as follows in accordance with the Contract provisions between the Town of Grand Island and Wendel for this project which includes Appendix A (General Conditions Including Services During Construction).

Thank you for this opportunity to present this proposal to you. If you have any questions regarding this information, please contact the undersigned.

Sincerely,

WENDEL


Jeffrey D. Telecky
Project Manager


Brian M. Sibiga, PE
Principal in Charge

xc: Patricia Frentzel, Town Clerk

ACCEPTANCE/AUTHORIZATION

Should Wendel's proposal be accepted, Wendel WD Architecture, Engineering, Surveying and Landscape Architecture, P.C., a New York State licensed architecture & engineering firm that is part of a consolidated group of Wendel Companies, will contract to undertake the work. Our letterhead and plans will still prominently say "Wendel" and we will refer to ourselves as Wendel throughout the project.

Supervisor

Date



APPENDIX A
GENERAL CONDITIONS INCLUDING SERVICES DURING CONSTRUCTION

- A. WENDEL will prepare the drawings and specifications in a timely manner but it is agreed between the parties to this Agreement that WENDEL cannot be responsible for delays occasioned by factors beyond its control, nor by factors which could not reasonably have been foreseen at the time this Agreement was prepared and executed.
- B. WENDEL will prepare the Drawings and Specifications in accordance with generally accepted design practices and makes no other warranty, either expressed or implied, as part of this Agreement.
- C. The OWNER and WENDEL have discussed their risks, rewards and benefits of the PROJECT, WENDEL'S total fee for services and have allocated the risks such that, unless otherwise stated elsewhere in this Agreement, the OWNER agrees that to the fullest extent permitted by law, WENDEL'S total liability to the OWNER for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this Agreement from any cause or causes including, but not limited to, WENDEL'S negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not exceed the total compensation received by WENDEL under this Agreement or \$500,000.00 whichever is less.
- D. During the performance of services within this Agreement, the scope of WENDEL'S services and compensation thereon may be adjusted by mutually agreed Change Orders to this Agreement.
- E. WENDEL shall not disclose or permit the disclosure of any confidential information except to its employees and other consultants who need such confidential information in order to properly prepare the construction documents.
- F. WENDEL has the right to photograph the above-named Project and to use the photos in the promotion of its professional practice through advertising, public relations, brochure or other marketing materials. OWNER agrees that WENDEL has the authority to utilize its name as a client and general description of the project work or service performed as references. WENDEL will be given proper credit and acknowledgements for all services rendered including, but not limited to, planning, design and implementation. Proper credit shall be defined as being named by OWNER (or their agent/OWNER) in project identification boards, published articles, promotional brochures and similar communications.
- G. In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the OWNER and WENDEL agree that all disputes between them arising out of or relating to this Agreement shall be submitted to non-binding mediation unless the parties mutually agree otherwise.
- H. The OWNER and WENDEL further agree to include a similar mediation provision in all agreements with independent contractors retained for the project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with subcontractors, subconsultants, suppliers or fabricators so retained, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreements.
- I. In the event resolution of any conflict can not be settled as a result of non-binding mediation, it will be addressed in an appropriate court of proper jurisdiction.
- J. The Owner and WENDEL agrees that neither will seek or claim consequential damages against the other in the event of a claim involving negligence or breach of contract. Further, to the extent permitted by law, each party agrees to indemnify the other for those damages (excluding consequential damages) caused by the other's negligence or breach of contract.
- K. All the documents, reports, boring logs, field data, field notes, laboratory test data, calculations, estimates, drawings, specifications and other documents, data or information prepared by WENDEL in any form, including machine readable format, (collectively "Documents") are instruments of WENDEL'S services and shall remain the sole property of WENDEL. WENDEL retains all ownership and all other rights, including copyrights, in all such documents.
- L. The documents are prepared for use on this Project and at the site identified in the Proposal only and are not appropriate for use on any other project or at any other site, or for any purpose other than as defined by the scope of services, except by the authorization and agreement in writing with the appropriate compensation to WENDEL. OWNER agrees to release WENDEL from any liability associated with any unauthorized changes made to the drawings and their use thereof and further agrees to indemnify and hold harmless WENDEL from any and all claims arising out of such changes or use.



- M. Where WENDEL agrees to supply some or all of the Documents in machine readable format (hereinafter "machine readable media"), the parties understand and agree that any Documents supplied in such machine readable format are so supplied as a convenience to the recipient. Such Documents are not intended to replace the printed forms of such Documents. The content of the Documents supplied by WENDEL in printed form shall govern over the contents of Documents supplied in machine readable format. The recipient shall be solely responsible for comparing the output of the machine readable media with the printed Documents designated by WENDEL as the contract documents and determining the accuracy of such output. OWNER shall only use the output of machine readable media for the limited purpose agreed to by WENDEL and shall not alter, mediate or change the contents of such machine readable media in any way, or transfer to others, without the express written approval of WENDEL.
- N. Unless otherwise specified within the Agreement, this Agreement shall be governed by New York State Law.
- O. Neither party shall hold the other responsible for damages or delays in performance caused by acts of God, strikes, lockouts, accidents or other events beyond the control of the other or the other's employees and agents.
- P. The Owner agrees to establish a realistic budget for the cost of the project; the budget will include a contingency fund which will be used solely for the purpose of paying for contractor change orders, addressing omissions from the construction documents, and owner approved changes in the WENDEL's scope of services.
- Q. Any opinion of the Construction Cost prepared by WENDEL represents its judgement as design professionals and is supplied for the general guidance of the OWNER. Since WENDEL has no control over the cost of labor and material, or over competitive bidding or market conditions, WENDEL does not guarantee the accuracy of such opinions as compared to Contractor bids or actual cost to the OWNER.
- R. The design professional shall make visits to the site at intervals appropriate to the various phases of construction to observe the progress and quality of the construction work and to determine, in general, if the results of the construction work are in accordance with the Drawings and the Specifications. On the basis of his on-site observations as a design professional, he shall endeavor to guard the OWNER against apparent defects and deficiencies in the permanent work constructed by the Contractor; but does not guarantee the performance of the Contractor. WENDEL shall not be required to make exhaustive or continuous on-site observations to check the quality of the construction work.
- S. WENDEL is not responsible for construction means, methods, techniques, sequences or procedures, time of performance, programs or for any safety precautions in connection with the construction work. WENDEL is not responsible for the Contractor's failure to execute the work in accordance with the Construction Contract.
- T. If shop drawing review is included in the Scope of Services WENDEL shall review shop drawings, samples, and other submissions of the Contractor, only for general conformance to the design concept of the PROJECT.
- U. Progress payments shall be made in proportion to services performed and shall be due and payable within 30 days of submittal, without retainage. Overdue invoices shall bear an interest rate of 1-1/2% per month calculated from the 31st day after submittal.
- V. It is understood and agreed that this Agreement does not contemplate handling of, or design including use of, asbestos, any hazardous waste material or pollutants. Therefore, OWNER agrees to hold harmless, defend and indemnify WENDEL for all claims, lawsuits, expenses or damages arising from or related to the handling use, treatment, purchase, sale, storage, dispersal, discharge, escape, release, saturation or disposal of asbestos, asbestos products, any hazardous waste materials, smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, liquids, gases or other pollutants.
- W. It is mutually understood and agreed that this Agreement shall be binding upon the OWNER and its successors and assigns and WENDEL and its successors and assigns. Neither party shall assign nor transfer its interest in this Agreement or any part thereof without the consent of the other party.

DEPARTMENT OF ENGINEERING
& WATER RESOURCES

ROBERT H. WESTFALL, P.E.
Town Engineer

LYNN M. DINGEY
Asst. Civil Engineer



THE TOWN OF GRAND ISLAND

2255 Baseline Road
Grand Island, New York 14072-1710
(716) 773-9600, Ext. 635 Office
(716) 773-9618 Fax
E-mail: engineering@grand-island.ny.us

T. B. Agenda: February 5, 2018

January 31, 2018

To: Town Board

From: Robert H. Westfall, P.E.
Town Engineer

Re: Re-Approve Final Plat – Phase 3 (18 lots)
PIP Permit – Phase 3
Country Club Cottages

Honorable Town Board

Please find attached an application for issuance of a **Public Improvement Permit (PIP)** from John Stikl for the construction of Phase 3 of Country Club Cottages.

We have reviewed the application and found it complete.

Additionally, as the developer has not filed the Phase 3 map within the 62 day deadline (approved 11/20 by the Town Board), the motion should also include **Re-Approval of Final Plat – Phase 3**.

Attachment

C: T. Clerk

RECEIVED
2018 FEB - 1 AM 9:48
TOWN CLERK
GRAND ISLAND N.Y.

PAID
TOWN CLERK
APPLICATION FOR PERMIT TO CONSTRUCT A PUBLIC IMPROVEMENT
In the Town of Grand Island, Erie County, New York

pd \$ 5027.69

FEB 01 2018

To the Honorable Town Board:

CK #8435

10/2

Patricia A. Frentzel

Application is hereby made for permission to construct a public improvement described as follows: (Quantity, description and location of improvements)

Install Sewer, Water, Storm Sewer, curbs
and Road Payment.

Estimated Cost: \$ 201,107.72

Contractor's Name: STICKLE CONST. CO. INC Phone: 716 773 7344

Contractor's Address: 3952 E. RIVER RD

Maintenance (1 year) Bond by: Surety Bond Co.

This Application must be submitted in duplicate, along with the required Inspection Fee (Schedule A), a mylar of each Construction Drawing, and two (2) prints of each Construction Drawing.

In the event the drawing submitted contains other facilities not covered by this Permit, those facilities covered by this Permit must be designated by coloring so that a clear-cut picture of work under the Permit is easily determined.

Work under this Permit shall be started within sixty (60) days from the date of approval thereof. Any requests for extension shall be addressed, in writing, to the Town Engineering Department 48 hours prior to commencing construction.

In consideration of the granting of the Permit hereby petitioned for, the undersigned hereby agrees that if such a permit is granted he will comply with the terms thereof as well as all applicable laws, ordinances and regulations, and that he shall notify the Town Engineering Department forty-eight (48) hours in advance of commencing any work under this Permit.

If so required, the applicant shall supply a bond, letter of credit, or other such instrument acceptable to the Town of Grand Island to cover damage to existing Town facilities used during the construction of improvements under this permit.

The undersigned also hereby agrees that if such a Permit is granted, that all work will be done during normal business hours, 8:00 AM to 4:30 PM, Monday thru Friday, exclusive of Town of Grand Island observed holidays. Any deviation from this must be approved by the Town Engineer twenty-four (24) hours in advance, and must be compensated for by the payment of additional Inspection Fees.

The undersigned also hereby agrees that if such a Permit is granted, all work will be constructed under the supervision of the Town Engineer or his representative, and such work constructed during hours other than those stated above, or found not to be in conformance with Town of Grand Island Specifications will be considered unacceptable and subject to removal and replacement.

For subdivision road construction, the applicant shall be responsible to furnish, deliver and install all traffic control and street signage as required by the Town Highway Superintendent.

Prior to the acceptance of the Public Improvement by the Town of Grand Island, the Applicant must furnish the Town of Grand Island a One (1) Year Maintenance Bond in the amount of 25% of the Estimated Cost.

The undersigned hereby certifies that he will comply with all the above requirements, and that all of the information contained in this petition is true and correct.

Item	Fee
KNAB #122,600	
ROBINSON #58,782.72	
CVF #19,725	
TOTAL #201,107.72	
Total Fee:	\$5,027.69

John W. Stickl
(Owner's Signature)

JOHN W. STICKL
(Owner's Name - Typed or Printed)

3952 E. RIVER RD
(Address - No. and Street)

GRAND ISLAND N.Y.
(City, State, Zip)

14072

BETTY Y. LANTZ
Notary Public, State of New York
Qualified in Erie County
Reg. No. 01LA6292638
My Commission Expires 11-04-20

1821

Subscribed and sworn to before me this 1st day of

Feb, 2018

Betty Y. Lantz
Notary Public, Erie County, New York

SCHEDULE "A" Inspection Fee

Basis: Construction Cost - Town Contracts or Estimated Cost for Public Improvement Permits

Construction Costs

0	--	10,000	6%			
10	--	20,000	600.00	plus	5% over	\$10,000.00
20	--	30,000	1,100.00	plus	4% over	\$20,000.00
30	--	40,000	1,500.00	plus	3% over	\$30,000.00
40	--	50,000	1,800.00	plus	2% over	\$40,000.00
50	--	60,000	2,000.00	plus	1.5% over	\$50,000.00
60	--	70,000	2,150.00	plus	1.0% over	\$60,000.00
70	--	80,000	2,250.00	plus	0.8% over	\$70,000.00
80	--	90,000	2,330.00	plus	0.7% over	\$80,000.00
90	--	100,000	2,400.00	plus	0.5% over	\$90,000.00
Over \$100,000			2.5%			

Example

Construction Cost - Town Contract or
Estimated Cost for Public Improvement Permit = \$ 56,650.00

From Inspection Schedule:

\$50,000.00 Fee \$2,000.00
Plus 1.5% of \$6,650.00 99.75
Total Fee \$2,099.75

Revised November 25, 2013

JAN 26 2018

KNAB BROS., INC.



1800 MILITARY RD. KENMORE, NY 14217
TEL. 876-1245 FAX 874-2674

November 6, 2017

John Stickl Construction Company Inc.
3952 East River Road
Grand Island, NY 14072

The following contract is for installation of improvements at Country Club Cottages, Phase 3 in the Town of Grand Island. This contract includes all labor, tools, equipment, materials and bonding to complete the work listed below as per drawings provided by the owner, latest revision dated 2-12-2010.

Sanitary Sewers

- Install 1028' - 8" sdr 35 Pipe
- 18 - 8x6 wye's
- 10 - Manholes
- Compact earth fill under sidewalks in Cul -de - sac

\$41,600.00

Waterlines

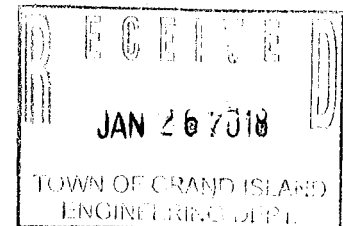
- Install 780' - 8" C-900 pipe
- 2 - Hydrant assemblies
- Iron fittings as shown

\$34,200.00

Storm Sewers

- Install 160' - 12" HDPE
- 1 Road receiver

\$5,800.00



Roadwork

- Box out road
- Pile approximately 1200 yd excess fill onsite
- Install 6" underdrain
- Prep for curb crew and paving crew
- Install 8" of 2" R.O.C. Stone
- Backfill curbs and rough grade R.O.W.
- Bonding for curbing

\$41,000.00

Total **\$122,600.00**

Please note our price does not include:

- Survey or stakeout
- Town Permits
- S.P.D.E.S. maintenance or management
- Blacktop or Maintenance Bond
- Curbing
- Stone in proposed sidewalks in cul-de-sac

Progress payments will be due 30 days after invoicing for work performed.

Thank you for the opportunity to quote this work for you. If you have any questions, please feel free to contact me at 866-3741.

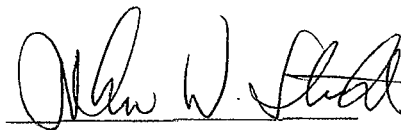
Signature below indicates acceptance of this contract.



Knab Bros, Inc.

1-15-18

Date



John Stickl Construction, Inc.

1/15/18

Date

ROBINSON PAVING INCORPORATED
P.O. Box 266
East Aurora, New York 14052-0266
716-687-1045 Office
716-687-1047 Fax

Job Estimate
Date: 11/7/17

KNAB BROTHERS
1800 Military Road
Kenmore, New York 14217
716-876-1245 Office
716-874-2674 Fax

We are pleased to quote the labor, materials, and equipment on the following scope of work:
Job Name: **COUNTRY CLUB COTTAGES - Fix and Baseline Grand Island NY**

Area approx. 2,064 sq. yds.
Fine Grade Stone (stone to be provided by others).
Install 4" Type 2 Base, 2" Type 3 Binder and 1" Type 7F Top.
Price includes Perform./2 yr Maintenance Bond

PRICE: \$28.48/SY

\$58,782.72

***Notes & Exclusions:**

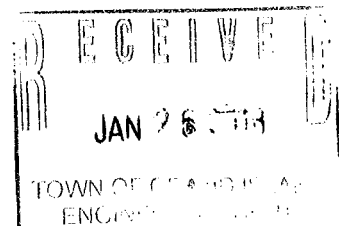
*****Asphalt prices may be subject to change if AC posted price is over 420/ton*****

Robinson Paving, Inc. will not be responsible for standing water due to grades which are less than 1%

Sales Tax On Materials: Yes
Prevailing Wages: No
Fine Grading: Yes
Sealing: No
Striping: No
Permits: No
Testing: No
Mobilizations: One (1)
Saw Cutting: No
Milling: Rebates
Tack Coat: No
Prime Coat: No
Manhole Adjustments - No
Bonds: Yes - as specified above

Thank You,

Wendy Robinson-Burke
President





CONCRETE CONSTRUCTION

Certified DBE/WBE

November 6, 2017

Attn: Dan
Knab Brothers

RE: Price Quote - Grand Island Subdivision 2018:

#16,225 1100 L.F. 9" x 20" Concrete curb @ \$14.75 L.F.
3,500 140 L.F. 8" x 24" Concrete Island gutter @ \$25.00 L.F.
#19,725

Quantities are estimates only and actual field measurements will be taken.

CVF Inc. will furnish all labor, equipment, and material to pour and place concrete. The above price includes all necessary joints, tooling, finishing, curing.

This quote is valid for 30 days from quotation date.

Clarifications and Conditions of Quotation

Unless otherwise noted, the following clarification and conditions are part of our quote and will be part of any purchase order or subcontract agreement.

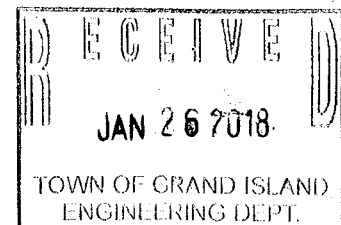
This quotation does not include any performance bonds, special licenses, association fees, or special insurance (e.g. Railroad, OCP, Waiver of Subrogation, etc.) Nor shall CVF Inc., accept any back charges for any bonds, licenses, fees, or insurances.

CVF Inc., shall not be responsible for delays due to strike, fires, accidents, adverse weather, labor or material shortages, or other causes beyond its control. Nor shall CVF Inc., accept any back charges for delays beyond its control.

CVF Inc., will not accept any other back charges against its account without prior authorization by any official of this company. All claims for damages shall be presented to CVF Inc., within forty-eight (48) hours of occurrence.

Repairs or replacement, of any part of our construction, due in no fault of CVF Inc., shall be charged at our total cost of Time and Material plus 20%.

100 Burkhardt Ave. • Depew, New York 14043
Office (716) 836-1673 • Fax (716) 836-6820




When requested, CVF Inc., will pour concrete on Saturday, or outside normal business hours. Any additional costs (e.g. the Ready-mix Premium Charge and the overtime portion of our labor rates) will be charged to the General Contractor or Site Contractor.

If CVF Inc., is required to hire an additional worker (e.g. a local #91 laborer or steward in Niagara County), those additional costs will be charged to the General Contractor or Site Contractor.

Unless otherwise noted in our quote the General Contractor or Site Contractor is responsible for the following:

- Survey or Stakeout
- Excavation or Backfill
- Subgrade and compaction, $\pm \frac{1}{4}$ "
- Any additional concrete used shall be the responsibility of the General Contractor or Site Contractor
- Drilling or Grouting of Dowels
- Location of any or all utilities, conduits, vaults, etc.
- Testing or Casting of Concrete Samples, Cylinders or Beams.
- Adjusting any utility or Water Boxes, Drainage Intakes, Manholes, or Other Fixtures to the proper grades
- Cold Weather Protection of Concrete and Associates Costs, including added by the Material Supplier.
- Winter Concrete Charge 10/15 to 10/31 +\$3.96/CY
- Winter Concrete Charge 11/01 to 04/15 +\$7.96/CY Passed on from Ready-Mix Supplies
- Winter Concrete Charge 04/16 to 04/30 +\$3.96/CY
- Joint Widening, Sealing or Caulking of any Concrete Joints
- Nighttime Lighting
- Maintenance and Protection of Traffic of any type, including Flagmen.
- Coordination of other Site Work.
- Safe and Reasonable Access to Work Site for Quoted Construction and Material delivery.
- Coalitions, Trade Stewards, Maintenance Mechanics, or other persons that may claim jurisdiction on this operation.
- Moisture curing, moisture retaining cover curing and/or associated costs
- Water supply for any pressure washing needed (ex. Stamped or exposed concrete, etc.)
- Saw cutting of any kind unless noted
- Any snow melting systems or associated costs (insulation board)
- Curb backing of any kind
- As Built Plans
- Detectable warning units—shall be billed out at \$35.00 S.F. If not noted.

 11/6/17
CVF Inc. Date

ACCOUNTING DEPARTMENT

Pamela Barton
Supervising Accountant



TOWN OF GRAND ISLAND

2255 Baseline Road
Grand Island, NY 14072
(716) 773-9600 ext. 601
Fax: (716) 773-9615

TO: Town Board
FROM: Pamela Barton
DATE: January 19, 2018
RE: Travel Policy 2/5/18 Agenda

Attached please find the Travel Policy I would like reviewed and adopted by the Town Board. As I stated previously, there are not abuses to reimbursement for business related travel, I merely think it is wise to have a policy in place that spells out the procedures we have been following. This policy now allows for a per-diem for meals while traveling on Town business. In the past it was strictly receipts, which becomes cumbersome. This policy should remain in place unless otherwise altered by majority vote. Each January reorganization meeting we will adopt the new Federal per-diem rates for New York State. The 2018 rates are included in the attachment.

RECEIVED
2018 JAN 19 AM 11:46
TOWN CLERK
GRAND ISLAND NY

TOWN OF GRAND ISLAND

TRAVEL POLICY

General Policy

The policy of the Town of Grand Island is to reimburse employees for legitimate and authorized "Town Business" expenses. Employees are expected to pay for personal expenses. The definition and application of business and personal expenses will be guided by common sense.

Application of General Policy

- Travel should be minimized and to/from locations required to conduct town business. When travel is required by the Town, it is a business expense, the costs for which will be reimbursed.
- This policy applies to all employees of the Town of Grand Island, both elected and non-elected.

Transportation

Employees must use the most economical and efficient transportation available under the circumstances.

- Air travel must be at coach fares. The employee is obliged to plan their trip far enough in advance to take advantage of all available discounts. Frequent flier points accumulated while on Town business are the property of the employee.
- Rail or Bus travel must be by coach fare, or not to exceed the cost of the comparable airfare.
- Town vehicles should be used when available, actual fuel, tolls and parking expenses will be reimbursed.
- For Personal vehicles, reimbursement will be at the current mileage rate, as set annually by the Town Board. Actual toll and parking expenses will be reimbursed. The mileage should be calculated from the primary office of Town employment, not the employee's home. Travel to and from the employee's home to place of business is NOT reimbursable.
- Reimbursement for Automobile rental will only be provided when such travel is the least cost alternative, is the only mode of transportation available, or eliminated substantial delays. Considerable discounts due to tax exempt status may be available – discounts that are not available on air travel.
- The use of a travel agent and/or the Internet are allowable methods of obtaining the lowest cost alternatives for travel and accommodations.

Meals and Lodging

- Employees should stay at a hotel/motel which provides a government rate wherever possible. The employee should use the Town's "Sales Tax Exemption Certificate" when paying for lodging within New York State. Form ST 129 available online in "fill in format". The Town will not reimburse for taxes on lodging. The onus is on the employee to present the properly completed forms at check-in and verify tax exemption at check-out.
- If a room is shared with someone not on "Town Business", reimbursement will be limited to the single occupancy rate, if that rate is different than the procured rate.
- The Town will reimburse actual lodging expenses up to the Maximum Federal Per-Diem Rates set by the IRS each year for the period October 1 through September 30. The Town of Grand Island will use the rates starting in October for the entire subsequent calendar year. These rates vary and are based upon the costs of the destination of the travel. (These rates are the maximum per-diem rates that can be used without treating part of the per-diem allowance as wages for tax purposes.)
- Exception to the per-diem lodging rate: Rooms for conference participants are often available at the hotel where the conference is held. Attendees benefit from the convenience of staying at the same location as the conference. Additional travel and parking costs are eliminated or reduced when staying at the conference site. In this case, the actual lodging expense will be reimbursed even when it exceeds the per-diem rate.

An itemized receipt is required to receive reimbursement for lodging.

- There will be no reimbursement for alcoholic beverages.

- Employees are entitled to be reimbursed for some meals while traveling on Town Business. Lunches and expenses for any meals included in a convention/conference or seminar registration fee will not be reimbursed. Reimbursement for breakfast is limited to overnight trips.
- Lunch expenses (up to the IRS per-diem) will be reimbursed for local all day seminars if lunch is not included in the seminar fee.
- First and last days of travel will be reimburse up to 75% of the per diem rate.
- Per-diem meal allowance will be reimbursed according to the following chart for specific meal reimbursement (when the full day is not claimed):

	Breakfast	Lunch	Dinner	Incidentals
Percent of Per Diem Allowance	23%	24%	46%	7%
Example: Albany, NY \$59/day	\$13	\$14	\$27	\$5

Registration and Conference Fees

A copy of a function registration form or receipt must be submitted with the Travel Expense Reimbursement Form.

Extension of Conference Travel for Personal Reasons

You may extend travel, for personal reasons, before or after the time needed to attend the conference, subject to the employee charging the personal time to leave credits, as appropriate. Personal travel expenses, however, should not be billed to the Town, nor claimed for reimbursement, and will not be approved. Only actual and necessary travel expenses properly incurred while attending the conference may be claimed for reimbursement. Travel and expenses one day before the start of the conference is acceptable.

Other Expenses

This policy cannot anticipate all circumstances which might need to be address. In all cases, common sense and the best interest of the Town must be the overriding guideline.

The Town will not reimburse for the following expenses:

- Alcoholic Beverages
- Travel Insurance
- Individuals not authorized to travel
- Personal expenses such as tickets to theatrical or sporting events, in-room movies, reading material etc.

Cash Advances

As a matter of general policy, no cash advances will be permitted for any reason.

Documentation

All expenses must be documented in accordance with procedures. The documentation requirements are consistent with sound business practices and Federal Tax Regulations. The Town will reimburse only those expenses based upon proper evidence of expenses, which would normally be a receipt of payment. The information requirements for each expenditure or group of expenditures are:

1. Amount
2. Date and place of travel
3. Business purpose; and
4. The expenses must be broken down into such categories as transportation, meals, lodging, and other business expenditures
5. Itemized vendor receipts for all expenditures other than the meals per-diem. (tear off tabs from the server pad or credit card receipts are not acceptable)

Reimbursement will require submission of a properly executed voucher, with all applicable receipts and backup, signed by the employee, and approved by the Department Head, as appropriate.

February 5, 2018

New York Per Diem Rates for 2018

There are nineteen areas in New York for which location-specific per diem rates are specified by the federal government. For travel to areas within New York that do not have specified per diem rates, the general per diem rates are used.

The per diem rates shown here are effective October 2017. For a full schedule of per diem rates by month and year for these areas, click on any of the New York destination names below.

General New York Per Diems:

\$93.00

per night lodging

\$51.00

per day meals

Destination	County	Meal Rate	Lodging Rate
Albany	Albany County	\$59.00	\$115.00
Binghamton / Owego	Broome / Tioga County	\$59.00	\$95.00
Buffalo	Erie County	\$64.00	\$104.00
Floral Park / Garden City / Great Neck	Nassau County	\$69.00	\$152.00
Glens Falls	Warren County	\$64.00	\$102.00
Ithaca / Waterloo / Romulus	Tompkins / Seneca County	\$59.00	\$122.00
Kingston	Ulster County	\$69.00	\$119.00
Lake Placid	Essex County	\$74.00	\$126.00
New York City	Bronx / Kings / New York / Queens / Richmond County	\$74.00	\$291.00
Niagara Falls	Niagara County	\$59.00	\$93.00
Nyack / Palisades	Rockland County	\$64.00	\$118.00
Poughkeepsie	Dutchess County	\$64.00	\$111.00
Riverhead / Ronkonkoma / Melville	Suffolk County	\$64.00	\$134.00
Rochester	Monroe County	\$59.00	\$106.00
Saratoga Springs / Schenectady	Saratoga / Schenectady County	\$64.00	\$124.00
Syracuse / Oswego	Onondaga / Oswego County	\$59.00	\$103.00
Tarrytown / White Plains / New Rochelle	Westchester County	\$64.00	\$146.00
Troy	Rensselaer County	\$64.00	\$111.00

West Point

Orange County

\$59.00

\$108.00

Per-diems for other cities in New York:

If you are travelling to a city in New York that does not have a specific per diem rate (including Fort Drum, Fort Hamilton, Watervliet and Yonkers), the standard per-diem rates of **\$93.00 per night** for lodging and **\$51.00 per day** for meals and incidentals apply.

TOWN OF GRAND ISLAND
RENEWAL OF SPECIAL USE PERMIT

Special Use Description: Private Airport/Landing Strip/Residential, Rural Area

Zoning Class: R-1A

Date Special Use Permit Granted: 1/22/2002

Located at: 2548 Love Rd

Name of Applicant: Robert Mesmer
Applicant Address: 2548 Love Rd Grand Island
Applicant Telephone: 716-773-3034

Name of Owner: Robert Mesmer
Owner Address: 2548 Love Rd Grand Island
Owner Telephone: 716-773-3034

Special Use: ☒ Unchanged () Changed as Follows:

PAID
TOWN CLERK
Town of Grand Island

JAN 16 2018

Patricia A. Frentzel
Blantz
ch 293 \$50

Robert F. Mesmer
Signature of Applicant

PLEASE MAKE CHECK PAYABLE TO PATRICIA A. FRENTZEL, TOWN CLERK
(NON-REFUNDABLE RENEWAL FEE \$50.00)

Inspected By: Robert M. Jones Date: 1-16-18
Zoning Officer

Comments:

Town Board APPROVED / DENIED

Date: _____

() Town Board permits renewal without conditions.

() Town Board permits renewal with the following conditions: