

April 15, 2015

The Town Board of the Town of Lyons met for a workshop on Wed. April 15, 2015, at 7:00 p.m. in the Town Board meeting room.

Present: Brian Manktelow, Supervisor  
Dan LaGasse, Councilman  
Nancy Collins, Councilwoman  
Phil DeSain, Councilman  
Sal Colatarci, Town Clerk  
Tim Moore, Acting Highway Supt.

Also Present: Jim Wedman, Bob Milliman, Pete Mastracy, Bruce and Sharon Lubitow, Tom Sawtelle, Leslie Shaw, Tony Villani, Town Atty.

Absent: Ralph D'Amato, Councilman

This workshop was duly noticed by contacting the Times of Wayne newspaper, as well as posting a notice on the Town bulletin board and on the Town's web site.

All stood for Pledge of Allegiance.

Supervisor Manktelow introduced Tom Sawtelle, former Code Enforcement officer in Lyons to address the Code matter in Lyons and to make suggestions as to how the Town needs to handle code enforcement once the Village is dissolved. He explained that there a vast difference between Village and Town code issues. He said the Village currently has about 1000 rental units which will be a large part of what the CEO will have to spend time on. He explained that it would almost take 2 full time people to get the job done properly but he also stated he would recommend that a person not be thrown into this at this time, but to wait until the dissolution is complete. In the meantime, he suggested perhaps a committee of people work with a couple of part time CEO's to establish a course of action the Town needs to take following Village dissolution. After his 45 minute discussion, the Board thanked him for his time and insight into the matter.

Town Clerk Colatarci explained to the Board that Sharon Lilla from Barton and Loguidice had contacted him earlier in the day asking whether he knew when the Town Board appointed the Town Clerk as records Retention manager as well as when the Town formally adopted the State required records retention schedule. Both resolutions are needed for Ms. Lilla to apply for the Records management Grant from the State. He explained he was able to find the formal resolution adopting the retention schedule but could find nothing as to when the Board formally adopted a resolution appointed the Town Clerk as the records manager. As a result, he was requesting that the Town Board adopt the following resolution:

**APPOINT TOWN CLERK OFFICIAL RECORDS MANAGEMENT OFFICER FOR THE TOWN OF LYONS**

WHEREAS, the Town Clerk is responsible for the day to day management, storage and proper disposition of town records; and

WHEREAS, the present Town Clerk and several previous Town Clerks have been performing the duties of Records Management Officer (RMO) on behalf of the Town for over 30 years; and

WHEREAS, when researching Town minutes to determine the actual date for the appointment of the Town RMO, no resolution could be found officially appointing an RMO for the Town; and

WHEREAS, the Town must formally appoint an RMO to be eligible to apply for funding under the NYS Local Government Records Management Improvement Fund; and

WHEREAS, as a practical matter the Town Clerk presently serves as RMO for the Town of Lyons; now, therefore, be it

RESOLVED, that the Lyons Town Board hereby formally appoints the Town Clerk to serve as RMO for the Town of Lyons.

After discussion, Councilman DeSain moved the above resolution. Motion seconded by Councilwoman Collins. Vote:

Councilman LaGasse voting aye

Councilman DeSain voting aye  
Councilwoman Collins voting aye  
Supervisor Manktelow voting aye

The Board then discussed the Fire District issue with Town Attorney Tony Villani.

It was decided that Attorney Brad Pinsky would be contacted to hold another Board meeting/workshop with him to get some questions answered.

Attorney Villani suggested to the Board that it schedule a Public Hearing within the next month or so adopting Village speed limits effective the first of the year. He explained without the local law, the 30 MPH limits will go away and the 55 MPH limits will go into effect for what was once the Village. He explained to needs to review the current Village speed limit laws and will then suggest a date for the Public Hearing.

Pursuant to the provisions of Section 284 of the Highway Law, Councilwoman Collins moved that the monies levied and collected for the repair and improvements of the highway; and received from the State for the repair and improvements of Highways, shall be expended on Layton Street Road from the intersection with VanWickle Rd., leading to the intersection of Emmel/DeBusse Road., a distance of 6730 feet and no more than \$117,511.00 to be spent on the project. Motion seconded by Councilman LaGasse.  
Vote:

Councilwoman Collins voting aye  
Councilman LaGasse voting aye  
Councilman DeSain voting aye  
Supervisor Manktelow voting aye

At 8:40 p.m., Councilman DeSain moved to go into executive session to discuss pending contract discussions. Motion seconded by Councilman LaGasse. Vote:

Councilman DeSain voting aye  
Councilman LaGasse voting aye  
Councilwoman Collins voting aye  
Supervisor Manktelow voting aye

At 9:20 p.m., Councilman LaGasse moved to come out of executive session. Motion seconded by Councilwoman Collins. Vote:

Councilman LaGasse voting aye  
Councilwoman Collins voting aye  
Councilman DeSain voting aye  
Supervisor Manktelow voting aye

As there was no further business, the workshop was adjourned.

Sal Colatarci

Lyons Town Clerk

