A regular meeting of the Ontario Town Board was called to order by Supervisor Frank Robusto at 7:00 p.m. in the Ontario Town Hall. Present were Supervisor Robusto, Council members: Joseph Catalano, Richard Leszyk, Scott TeWinkle, Jason Ruffell, Town Engineer/Water Superintendent Adam Cummings, Assessor Melissa Halstead, Library Director Sandra Hylen, Attorney for the Town Richard Williams and Town Clerk Debra DeMinck.

Absent: Superintendent of Highways Marilee Stollery, Code Enforcement Officer Brian Smith and Director of Recreation & Parks William Riddell

10 residents and visitors were present at portions of the meeting.

Mrs. Halstead led the Pledge of Allegiance.

Approval of the Agenda – A motion was made by Mr. Ruffell, seconded by Mr. Leszyk, to approve the agenda as presented. 5 Ayes 0 Nays MOTION CARRIED

Comments from the Public – None

Approval of Minutes - Mr. Robusto asked for approval of the minutes of the November 26, 2018 Town Board Meeting. A motion was made by Mr. Ruffell, seconded by Mr. TeWinkle, to approve the minutes as presented. 4 Ayes 0 Nays 1 Abstention (Robusto) MOTION CARRIED

Correspondence – None

Attorney for the Town Report – None

Department Head Reports -
Town Clerk – A motion was made by Mr. Leszyk, seconded by Mr. Ruffell, to receive the November 2018 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Superintendent of Water Utilities/Town Engineer – A motion was made by Mr. Ruffell, seconded by Mr. Catalano, to accept the November 2018 report as presented. 5 Ayes 0 Nays MOTION CARRIED
The Water Superintendent has been working with the Accountant and would like to consolidate both sewer districts into one.

Superintendent of Highways – A motion was made by Mr. Leszyk, seconded by Mr. Ruffell, to accept the November 2018 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Code Enforcement Officer – A motion was made by Mr. Robusto, seconded by Mr. Ruffell, to accept the November 2018 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Sole Assessor – A motion was made by Mr. Ruffell, seconded by Mr. Leszyk, to accept the November 2018 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Ontario Town Court – No reports

Director of Recreation & Parks – A motion was made by Mr. TeWinkle, seconded by Mr. Ruffell, to accept the November 2018 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Economic Development Department - A motion was made by Mr. Ruffell, seconded by Mr. Leszyk, to accept the November 2018 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Watershed Management Advisory Council – A motion was made by Mr. Leszyk, seconded by Mr. Catalano, to accept the November 2018 report as presented. 5 Ayes 0 Nays MOTION CARRIED
Animal Control Officer – No Report

Library – A motion was made by Mr. Ruffell, seconded by Mr. TeWinkle, to accept the November 2018 report as presented. 5 Ayes 0 Nays MOTION CARRIED

New Business – A motion was made by Mr. Ruffell, seconded by Mr. Leszyk, to authorize the Assessor to hire Tammy Goetz as a part time assessing clerk for $14.00 per hour/no benefits, effective December 13, 2018 as requested by the Assessor in a memo dated December 10, 2018. 4 Ayes 1 Nay (TeWinkle) MOTION CARRIED

A motion was made by Mr. Leszyk, seconded by Mr. Ruffell, to authorize the Town Justices to hire John Agnello as an armed court security guard, to assist in scheduling matters, at $17.98 per hour/no benefits, effective December 11, 2018 as requested by the Justices in a memo dated November 27, 2018. 5 Ayes 0 Nays MOTION CARRIED

A motion was made by Mr. Robusto, seconded by Mr. TeWinkle, to authorize the Ontario Town Board Members to sign Letters of Recognition for Emma Gabriel, Katie Cieplinski, Lillian Freeman and Lily Ocque for achieving their Girl Scout Gold Award with Troop 40844. 5 Ayes 0 Nays MOTION CARRIED

A motion was made by Mr. Robusto, seconded by Mr. Ruffell, to adopt the following:

THE PROPOSED ESTABLISHMENT OF A HELIPORT
BY JOHN CASCIANI TO BE LOCATED AT 560 BOSTON ROAD
IN THE TOWN OF ONTARIO, NEW YORK

Resolution requesting determination by New York State Commissioner of Transportation

WHEREAS, John Casciani is an owner by contract of a certain parcel of real property located at 560 Boston Road, Ontario New York; and

WHEREAS, New York State General Business Law Section 249 provides that no person shall establish or improve a privately owned heliport except by authorization of the governing Board in which such heliport is proposed to be established or improved; and

WHEREAS, New York State General Business Law Section 249 provides that the governing body of a Town shall not authorize the establishment or improvement of a private heliport at the requested location unless in accordance with the standards prescribed by the Commissioner of Transportation of the State of New York; and

WHEREAS, the heliport proposed to be established or improved will be privately owned and the owner of the real property upon which the establishment is to take place has consented to such establishment;

NOW, THEREFORE, BE IT RESOLVED THAT, the New York State Commissioner of Transportation is hereby requested to make a determination as to whether or not the establishment of such privately owned heliport complies with his standards adopted pursuant to Section 249 of the New York State General Business Law. 5 Ayes 0 Nays RESOLUTION ADOPTED

A motion was made by Mr. Ruffell, seconded by Mr. Catalano, to adopt the list of budget transfers from the Accounting Department dated November 12, 2018 as presented. 5 Ayes 0 Nays MOTION CARRIED

A motion was made by Mr. Ruffell, seconded by Mr. TeWinkle, to adopt the Treasurers Summary report from the Accounting Department as presented. 5 Ayes 0 Nays MOTION CARRIED

A motion was made by Mr. Ruffell, seconded by Mr. TeWinkle, to adopt the Statement of Expenditures, Encumbrances and Appropriations from the Accounting Department as presented. 5 Ayes 0 Nays MOTION CARRIED
Appointments/Resignations – A motion was made by Mr. Ruffell, seconded by Mr. Catalano, to accept the resignation of Cheryl Kazmirski, Watershed Clerk, effective December 6, 2018. 5 Ayes 0 Nays MOTION CARRIED

Reports by Town Board Members – Mr. TeWinkle stated the Annual Christmas Tree lighting was well attended and Santa’s Sleigh is very successful.

Mr. Robusto reported that Wayne County passed their budget last week. He voted no due to high fund balance that he felt some could have been used to lower the tax rate.

Mr. Ruffell stated he didn’t attend the Tree Lighting as he was out of town but thanked all who volunteered. He also asked Mr. Cummings if he would be posting for another Watershed Clerk. Mr. Cummings responded that no, he will be using that money for projects.

Comments from the Public – None

Approval of Claims - A motion was made by Mr. TeWinkle, seconded by Mr. Ruffell, to approve the abstract of claims for December 10, 2018 including vouchers #3391 through #3545 (#3391, 3409-3414 and 3486 used by the Business Office) with a grand total of $66,507.54 and to authorize the Supervisor to issue payments for same. Mr. Catalano abstains from vouchers 3428, 3424 and 3538. 5 Ayes 0 Nays MOTION CARRIED

Workshop – Audio/Video updates for the Town Board Meeting room. Board members had a brief discussion on the information and pricing from Rowe Home Theater regarding audio and visual upgrades to the boardroom. Several board members feel it should be kept simple and go wireless. Another proposal will come before the board at a later date.

Executive Session - A motion was made by Mr. Leszyk, seconded by Mr. Catalano, to move into an executive session at 8:26 p.m. for a personnel matter leading to said dismissal, removal, promotion, appointment, employment, discipline, demotion or suspension of a particular person. 5 Ayes 0 Nays MOTION CARRIED

Reconvene – 9:59 p.m.

Adjourn - A motion was made by Mr. Catalano, seconded by Mr. TeWinkle, to adjourn at 10:00 p.m. 5 Ayes 0 Nays MOTION CARRIED

Respectfully submitted,

Debra DeMinck
Ontario Town Clerk

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