

AGENDA
REGULAR MEETING (Held remotely by Conference Call) - TOWN OF BOSTON
April 1, 2020 - 7:30 P.M.

ITEM NO. I PRELIMINARY MATTERS

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Other Preliminary Matters

ITEM NO. II REGULAR BUSINESS

1. Correction and Adoption of the Minutes 3/18/2020
2. Consideration of all Fund Bills

ITEM NO. III CORRESPONDENCE

1. Notification from Conservation Advisory Council of cancellation of March 23, 2020 meeting
2. 2019 Uniform Code Administration and Enforcement Report from the Code Enforcement Officer

ITEM NO. IV NEW BUSINESS

1. Requests from the Floor (3 minute time limit per person)
Questions and Comments emailed to the Town Clerk prior to the April 1st Town Board meeting
2. Use of Facility – Kimberly Larivey – Graduation Party
3. 2020 284 Agreement to Spend Highway Funds – Spring Update to reflect Highway Repairs/Work

ITEM NO. V OLD BUSINESS

ITEM NO. VI REPORTS AND PRESENTATIONS

1. Supervisor
2. Town Clerk
3. Highway Superintendent
4. Councilmembers

ITEM NO. VIII ADJOURNMENT OF MEETING

1. Adjournment of Meeting

Present: Supervisor Jason Keding, Councilman Michael Cartechine, Councilwoman Jennifer Lucachik, Councilwoman Kelly Martin, and Councilwoman Kathleen Selby.

Also Present: Highway Superintendent Telaak, Attorney for the Town Costello, and Deputy Town Clerk Lois Jackson.

Preliminary matters:

A motion was made by Supervisor Keding and was seconded by Councilwoman Selby,

RESOLUTION 2020-30

**AUTHORIZING UPGRADE TO TIME
KEEPING SOFTWARE**

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

Regular business:

A motion was made by Councilwoman Martin and seconded by Councilwoman Lucachik to accept the minutes of the March 4, 2020 regular meeting.

Supervisor Keding	Abstain	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

four (4) Yes

one (1) Abstain

Carried

A motion was made by Councilman Cartechine and seconded by Councilwoman Martin, upon review by the Town Board, that fund bills in the amount of \$108,228.29 be paid.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

Supervisor Keding stated the following has been received and filed under correspondence:

Notification from Planning Board of cancellation of March 10, 2020 meeting.

February 2020 Income Statement.

New business:

Supervisor Keding stated that since the Town Board meeting is a conference call meeting there is no requests from the floor. Should we need to use this going forward, written or email submissions will be accepted to keep public involvement.

A motion was made by Councilman Cartechine and was seconded by Councilwoman Lucachik to approve Taylor Achtyl to begin duty as a Patchin Fire Company Firefighter.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

A motion was made by Councilwoman Martin and was seconded by Councilman Cartechine to approve the Use of Facility application from the Boy Scout Troop 491 for Flag Day Celebration on June 14, 2019 at 7:00 pm, set up at 4:00 pm and take down at 8:00 pm, Lions Shelter and bathroom facilities. Fee is waived as of Resolution 2018-50.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

A motion was made by Councilwoman Lucachik and was seconded by Supervisor Keding to approve the Use of Facility applications from:

Kristen McCabe from Young America Soccer, Hamburg Soccer Club for soccer practice on April 6, 7, 9, 20, 21, 23, 27, 28, and 30, May 4, 5, 7, and 11, 2020 from 5:30 pm – 7:30 pm, North Boston Park Fields.

Jessica Blesy from Boston Youth Soccer League for July 26, 2020 through October 10, 2020, 5:30 pm, Boston Town Park Fields and North Boston Park Fields.

Jessica Blesy from Boston Youth Soccer League, for meeting, July 14, 2020, 6:00 pm, Town Hall Community Room.

Motion Con't:

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

Supervisor Keding stated that Use of Facility application approvals will be based on if there are changes due to the COVID-19 virus.

A motion was made by Councilwoman Martin and was seconded by Supervisor Keding to approve appointment of Paul Meindl as a regular member of the Zoning Board of Appeals to fill the vacancy left by Tracy Hirsch for the term ending April 1, 2021.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

A motion was made by Councilwoman Selby and was seconded by Councilwoman Martin,

RESOLUTION 2020-27

**AUTHORIZING CHANGE ORDER FOR BOILER
ROOM ASBESTOS ABATEMENT AGREEMENT**

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

A motion was made by Councilwoman Martin and was seconded by Councilwoman Lucachik,

RESOLUTION 2020-28

**AUTHORIZING FUNDS FOR SECOND PHASE
OF TOWN HALL IT REWIRING**

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

A motion was made by Supervisor Keding and was seconded by Councilman Cartechine,

RESOLUTION 2020-29

2019 BUDGET TRANSFERS

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

A motion was made by Councilman Cartechine and was seconded by Councilwoman Martin,

RESOLUTION 2020-31

**DOG CONTROL OFFICER AGREEMENT WITH
HAMBURG DOG CONTROL OFFICER**

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

A motion was made by Supervisor Keding and was seconded by Councilman Cartechine to approve Town Clerk Quinlan to attend the NYS Town Clerks Association Annual Conference in Albany from April 26 - 29, 2020.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

Supervisor Keding stated there is no Old business.

Reports and Presentations:

Town Clerk Quinlan reported on the following:

The Town Clerk's monthly report for February 2020 has been submitted to the Supervisor's office.

Code Enforcement Officer Report for January and February 2020 has been filed in the Clerk's office.

Received notification from the Code Enforcement Officer that the Annual Report of Code Enforcement Activities for the Town of Boston has been filed with NYS.

Thank you for the approval of my attendance to the NYS Town Clerks Association Annual Conference.

Penalty phase of Tax Collection has begun and will continue until June 30th. Please mail payments or utilize the drop box to make payments. Even though the Town Hall is closed to the public entering the building, the Clerk's office will be open for phone calls and to assist residents.

Councilwoman Martin reported on the following:

Thinking of the Emergency Squad as they are on the front lines with the COVID-19 virus, health and safety to them as well as our residents.

Councilwoman Lucachik reported on the following:

Nothing to report.

Councilman Cartechine reported on the following:

Attended the Equine Cooperative International get together and had the honor to present an award to Emma Minter, founder of Mustang's Empowering Women.

Met with resident on Thornwood and Park Drive regarding drainage issues. The residents will organize a point of contact person to work with Mark Gaston from Erie County Soil and Water.

Thanked the first responders for their service. Thanked Supervisor Keding for the many conference calls that he had at the State and Federal level to keep the Town Board and the residents informed during this time.

Councilwoman Selby reported on the following:

Thanked Councilman Cartechine for filling in and meeting with the residents on Thornwood Drive regarding the drainage.

Highway Superintendent Telaak had left the Town Board meeting conference call prior to giving any report.

Supervisor Keding reported on the following:

The Town of Boston is in a State of Emergency. Has spent many hours working with Federal, State, County, and other local governments with calls. Will get information out as soon as possible to the residents, through social media, the website, and CodeRed if needed. The intent is to inform with facts. The information relayed is from County, State and Federal governments.

REGULAR BOARD MEETING
MARCH 18, 2020

TOWN HALL REMOTE CONFERENCE CALL
7:30 P.M.

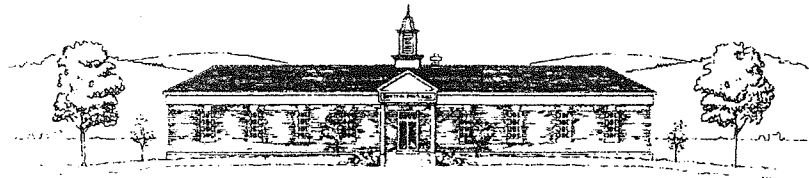
A motion was made by Supervisor Keding and seconded by Councilwoman Martin to adjourn the meeting at 7:53 p.m.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

SANDRA L. QUINLAN, BOSTON TOWN CLERK



TOWN OF BOSTON

Town Board Meeting Date: April 1, 2020

	<u>Total Amount</u>
Abstract #1 – 2020 Payables Journal #AP-1931	\$ 8,928.27
Total Payables Dues	\$ 8,928.27

Breakout by Fund:

General (A) Fund:	\$ 6,264.26
Highway (DB) Fund:	\$ 426.99
Lighting (L30) Fund:	\$ -
Fire (SF) Fund:	\$ 1,650.00
Ambulance (SM) Fund:	\$ 587.02
Refuse & Garbage (SG) Fund:	\$ -
Water (H) Funds:	\$ -
Trust & Agency (TA):	\$ -

Total Payables submitted for approval:

\$ 8,928.27

TOWN HALL, 8500 BOSTON STATE ROAD, BOSTON, NEW YORK 14025
PHONE: (716) 941-6113 FAX: (716) 941-6116 TDD: 1-800-662-1220

The Town of Boston is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

April 1, 2020 - ABSTRACT

Town of Boston

Journal Proof Report

Fiscal Year: 2020

Created By: epericak

Journal Number: AP - 1931	Journal Desc: AP Batch 14	Account Description	Trans Description	Date	Journal Date: 4/1/2020	Reference	Account Period: 4 - Apr	Debit	Credit	Status: Currently Active	ENCLIQ	Seq #
Account#												
A00-0600-0000-0000	ACCOUNTS PAYABLE	Fund A00 AP Account		4/1/2020	Fund A00 AP Account			\$0.00	\$6,264.26		\$0.00	25
A00-1321-0401-0000	ACCOUNTING FEES	Drescher & Malecki LLP 2003042 Accounting Services 2/24/20 - 3/8/20 (3.75 hrs - 2020 strategic planning mtg)		4/1/2020	Vendor# 1747			\$712.50	\$0.00		\$0.00	23
A00-1620-0400-0000	BUILDINGS- CONTR	SHARE CORP. 123098 Buildings Cleaning Supplies - wipes, storm, tounge, trigger spray head		4/1/2020	Vendor# 235			\$136.26	\$0.00		\$0.00	15
A00-1620-0402-0000	BUILDING- CONTR-REC CENTER	NYSEG 3/2020 - Acct. #1003-3567-107 Acct. #1003-3567-107 - Boys & Girls Club (7512 kwh)		4/1/2020	Vendor# 37			\$577.64	\$0.00		\$0.00	13
A00-1620-0404-0000	BUILDING- CONTR- TROOPER BARRACKS	Penn Power Systems 4121783 Planned Inspection On Trooper Barracks Generators		4/1/2020	Vendor# 1756			\$240.00	\$0.00		\$0.00	14
A00-1620-0404-0000	BUILDING- CONTR- TROOPER BARRACKS	RUCKER LUMBER INC. 166149 Buildings Acct. 1475 - battenes, hooks, paint can opener for Trooper Barracks		4/1/2020	Vendor# 24			\$15.46	\$0.00		\$0.00	16
A00-1650-0400-0000	CENT COMMUNICATIONS- CONTR	Kiercom Communications Inc. 3708 Rewiring of Downstairs at Town Hall - Moving of IT Equipment from Boiler Room to New Server Rack		4/1/2020	Vendor# 1893			\$1,500.00	\$0.00		\$0.00	17
A00-1650-0400-0000	CENT COMMUNICATIONS- CONTR	Kiercom Communications Inc. 3708 Rewiring of Downstairs at Town Hall - Moving of IT Equipment from Boiler Room to New Server Rack		4/1/2020	Vendor# 1893			\$560.00	\$0.00		\$0.00	18
A00-1650-0400-0000	CENT COMMUNICATIONS- CONTR	LiOff LLC 5091add2 Exchange Online Plan - Additional 5 Licenses for remainder of 2020		4/1/2020	Vendor# 1607			\$175.00	\$0.00		\$0.00	5
A00-1670-0403-0000	CENT PRINT/MAIL- CONTR	ComDoc, Inc. IN3769075 Xerox Copier Lease 2/24/20 - 3/23/20		4/1/2020	Vendor# 1787			\$32.49	\$0.00		\$0.00	6
A00-1989-0400-0000	OTHER GENERAL GOVT SUPPORT	CONNIE D. MINER April 2020 April 2020 - Grant Writing Services		4/1/2020	Vendor# 69			\$1,250.00	\$0.00		\$0.00	20
A00-3310-0400-0000	TRAFFIC CONTROL-CONTR	NYSEG 3/2020 - Acct. #1001-9307-296 Acct. #1001-9307-296 - Boston Colden Signal (9 kwh)		4/1/2020	Vendor# 37			\$18.34	\$0.00		\$0.00	10
A00-3310-0400-0000	TRAFFIC CONTROL-CONTR	NYSEG 3/2020 - Acct. #1001-9308-690 Acct. #1001-9308-690 - Boston Cross Signal (234 kwh)		4/1/2020	Vendor# 37			\$36.92	\$0.00		\$0.00	11
A00-3310-0400-0000	TRAFFIC CONTROL-CONTR	NYSEG 3/2020 - Acct. #1001-9309-037 Acct. #1001-9309-037 - Boston State Signal (70 kwh)		4/1/2020	Vendor# 37			\$23.40	\$0.00		\$0.00	12
A00-7110-0400-0000	PARKS- CONTR	NYSEG 3/2020 - Acct. #1001-1771-929 Acct. #1001-1771-929 - Athletic Field (108 kwh)		4/1/2020	Vendor# 37			\$26.59	\$0.00		\$0.00	22
A00-8010-0400-0000	ZONING-CONTR	LaBella Associates 119305 Project No. 2190909.012 - Zoning Maps (Res 2020-15)		4/1/2020	Vendor# 1901			\$504.80	\$0.00		\$0.00	19

April 1, 2020 - ABSTRACT

Town of Boston Journal Proof Report Fiscal Year: 2020

Created By: epericak

Journal Number: AP - 1931		Journal Desc: AP Batch 14		Journal Date: 4/1/2020		Account Period: 4 - Apr		Status: Currently Active	
Account#	Account Description	Trans Description	Date	Reference	Debit	Credit	ENCILIQ	Seq #	
A00-9060-0800-0000	HOSPITAL AND MEDICAL INSURANCE	Aflac 432547 Employee Funded Supplemental Health Ins. - March 2020	4/1/2020	Vendor#: 1887	\$413.88	\$0.00	\$0.00	2	
A00-9060-0800-0000	HOSPITAL AND MEDICAL INSURANCE	HEALTHNOW ADMIN SERVICES 202135 HRA Admin Fee 4/1/20 - 4/30/20	4/1/2020	Vendor#: 1376	\$40.98	\$0.00	\$0.00	3	
DB0-0600-0000-0000	ACCOUNTS PAYABLE	Fund DB0 AP Account	4/1/2020	Fund DB0 AP Account	\$0.00	\$426.99	\$0.00	24	
DB0-9060-0800-0000	HOSPITAL AND MEDICAL INSURANCE	HEALTHNOW ADMIN SERVICES 202135 HRA Admin Fee 4/1/20 - 4/30/20	4/1/2020	Vendor#: 1376	\$47.81	\$0.00	\$0.00	4	
DB0-9060-0800-0000	HOSPITAL AND MEDICAL INSURANCE	Aflac 432547 Employee Funded Supplemental Health Ins. - March 2020	4/1/2020	Vendor#: 1887	\$379.18	\$0.00	\$0.00	1	
SF0-0600-0030-0000	ACCOUNTS PAYABLE	Fund SF0 AP Account	4/1/2020	Fund SF0 AP Account	\$0.00	\$1,650.00	\$0.00	26	
SF0-3410-0401-0000	CONTRACTS	HEALTHWORKS-WNY, LLP 452446 Boston Fire Dept - Physicals & Respirator Tests 3/7/20 [full dept]	4/1/2020	Vendor#: 1499	\$1,560.00	\$0.00	\$0.00	9	
SF0-3410-0401-0000	CONTRACTS	HEALTHWORKS-WNY, LLP 452445 North Boston Fire Company - Pre-employment Physicals 3/7/20	4/1/2020	Vendor#: 1499	\$90.00	\$0.00	\$0.00	7	
SMD-0600-0000-0000	ACCOUNTS PAYABLE	Fund SMD AP Account	4/1/2020	Fund SMD AP Account	\$0.00	\$587.02	\$0.00	27	
SMD-4540-0400-0000	CONTRACTUAL	NYSEG 3/2020 - Acct. #1001-6047-341 Acct. #1001-6047-341 - Boston EMS Building (5688 kwh)	4/1/2020	Vendor#: 37	\$481.02	\$0.00	\$0.00	21	
SMD-4540-0400-0000	CONTRACTUAL	HEALTHWORKS-WNY, LLP 452447 Boston EMS - Respirator & TB Tests 3/7/20	4/1/2020	Vendor#: 1499	\$106.00	\$0.00	\$0.00	8	
Total Number of 27 Transactions					\$8,928.27	\$8,928.27	\$0.00		

AP - 1931 Summary By Fund Number

Fund	Debit	Credit	ENCILIQ
A00	\$6,264.26	\$6,264.26	\$0.00
DB0	\$426.99	\$426.99	\$0.00
SF0	\$1,650.00	\$1,650.00	\$0.00
SMD	\$587.02	\$587.02	\$0.00
Total	\$8,928.27	\$8,928.27	\$0.00

Town of Boston

CONSERVATION ADVISORY COUNCIL



BOSTON, NEW YORK

To: Conservation Advisory Council
Liaison – Kelly Martin
Supervisor Jason Keding
Town Clerk Quinlan
Town Board members
Highway Superintendent Telaak
Code Enforcement Officer Ferguson
Town Attorney Costello

From: Dawn Boncal, Secretary to the Boards

Date: March 19, 2020

The Conservation Advisory Council meeting scheduled for Monday, March 23, 2020 has been cancelled due to the State of Emergency declared by the Town of Boston.

Future meetings are to be determined.

RECEIVED
BOSTON TOWN CLERK
2020 MAR 19 PM 1:29

Personnel Reported by the Town of Boston for 2019									
Name	Role	Ctrct	Email (if provided)	CEO/BSJ Cert.	Hr/W	Active?	Training Requirements Fulfillment	2018	2019
William Ferguson	ceo			0487-7495B	20	Yes	Basic	1/24/2018	12/11/2019

1/29/2020

NOTE: This information is based on the records processed to date by the Educational Services Unit within the Division of Building Standards and Codes and matched to the certification or training identification numbers of code officials provided by the local government in its annual report.

Discrepancies in your training history should be directed to the Educational Services Unit within the Division of Building Standards and Codes by email to: doscodelistraining@dos.ny.gov

Professional Development Elective forms should be submitted to the Educational Services Unit within the Division of Building Standards and Codes by email to: doscodelistraining@dos.ny.gov

RECEIVED
BOSTON TOWN CLERK
2020 MAR 17 11:11:20



Building Standards and Codes

One Commerce Plaza
99 Washington Ave, Suite 1160
Albany, NY 12231-0001
(518) 474-4073
Fax. (518) 474-5788
<https://www.dos.ny.gov/dcea>

UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT (REPORTING YEAR: 2019)

Instructions

The official who oversees code enforcement activities for your city, town, village, or county jurisdiction must complete this form. If your local government has transferred such responsibilities to another local government by opting out of enforcement or entering a shared services agreement as provided by law, then this official will be part of the other local government. Even if your local government is not required to submit the report because it has transferred responsibility, we recommend you complete this form to assure the Department of State has accurate information about who is responsible for code enforcement in your jurisdiction.

The **Reporting Year** is the calendar year (January through December) for which the reported data have been collected. The **Uniform Code** is the New York State Uniform Fire Prevention and Building Code. The **Energy Code** is the New York State Energy Conservation Construction Code. The **Code Official** is the official enforcing the Uniform Code or Energy Code in the **{muni_type}**.

If you are submitting on behalf of a local government that administers the Uniform Code or the Energy Code for other local governments, you must submit a separate report on each city, town, village, and county for which you administer those services.

If you still have questions after reviewing this form and instructions, please contact the Division of Building Standards and Codes at (518) 474-4073.

Name of Municipality

Town of Boston (140308300000)

Address

8500 Boston State Road

City

Boston

Zip Code

14025

Responsibility for Enforcement of the Uniform Code and the Energy Code

Did the local government adopt a local law providing it will ***not*** enforce the Uniform Code and Energy Code that was in effect during the reporting period? **No**

Has the local government entered into an agreement pursuant to General Municipal Law, Article 5-G, with one or more other local governments to jointly administer the Uniform Code or Energy Code as authorized by Executive Law Section 381(2)? **No**

If yes and a different local government is responsible for administration of Uniform Code, specify:

If yes and a different local government is responsible for administration of Energy Code, specify:

Does the local government employ any code enforcement officials or building safety instructors to support its administration of the Uniform Code or Energy Code? **Yes**

Submitting Official and Reporting Period

Local government which employs submitter

Boston

Name of Person Submitting Report

William G. Ferguson

Phone

716-941-6113

Email

codeenforcement@townofboston.com

Title and Department

Reporting Period

Jan 1, 2019 - Dec 31, 2019

UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT

(REPORTING YEAR: 2019)

Assignment of Responsibilities by Submitting Local Government

Are third-party contracted services used to meet the requirements of 19 NYCRR Part 1203? **No**

Does the third-party meet the education requirements of 1203.2(e)(1)?

Does the fire department perform fire safety inspections?

If "No", who is responsible for fire safety inspections?

No

William Ferguson

Legislative Authorization

Please list the local law, ordinance or other appropriate regulation that provides for the administration and enforcement of the NYS Uniform Fire Prevention and Building Code and Energy Conservation Construction Code in this municipality:

Fire Prevention and Building Administration L. 6 No. 3-1987

Local Legislative Modifications of Uniform Code Standards

Does the submitting local government have in effect any local law or ordinance that imposes construction standards that are different from the requirements imposed by the Uniform Code? **No**

Is each such local law or ordinance approved or pending approval by the State Fire Prevention and Building Code Council pursuant to Executive Law Article 18, Section 379?

Specify the year and number of the local law(s) or ordinance(s):

Local Legislative Modifications of Energy Code Standards

Does the submitting local government have in effect any local law or ordinance that imposes energy conservation standards that are different from the requirements imposed by the *Energy Code*? **No**

Is each such local law or ordinance filed with State Fire Prevention and Building Code Council pursuant to Energy Law § 11-109?

Specify the year and number of the local law(s) or ordinance(s):

Building Permits

Write the number of building permits issued for each occupancy type listed.

	New construction	Addition, alteration, or repair of existing
One-family dwellings, two-family dwellings, and townhouses	15	8
Other residential occupancies	0	0
Nonresidential buildings	1	0
All other permits (pools, sheds, decks, plumbing, HVAC, etc.)	65	23
Certificates of Occupancy or Compliance issued for all occupancies		

Stop Work Orders

Number of Stop Work Orders issued in reporting year?

0

Notification of Fire or Explosion

Have procedures been established for notification by the chief of your fire department(s) regarding fire or explosion involving any structural damage, fuel burning appliance, chimney, or gas vent?

Yes

Unsafe Structures and Equipment

Have procedures been established for identifying and addressing unsafe structures and equipment?

Yes

UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT

(REPORTING YEAR: 2019)

Operating Permits

Are operating permits required by the municipality?	No
Manufacturing, storing, or handling hazardous materials in quantities exceeding those listed in Tables 5003.1.1(1-4) of the Fire Code of New York State (see 19 NYCRR Part 1225):	
Hazardous processes and activities, including but not limited to commercial and industrial operations which produce Combustible dust as a byproduct, fruit and crop ripening, and waste handling:	
Use of pyrotechnic devices in assembly occupancies:	
Buildings containing one or more areas of public assembly with an occupant load of 100 or more persons:	
Buildings whose use or occupancy classification may pose a substantial potential hazard to public safety, as determined by the government or agency charged with or accountable for administration and enforcement of the Uniform Code:	
Parking garages:	

Other Operating Permits

Describe operating permit category	Number of permits issued

Special Inspections (as defined in Section 1702 of the Uniform Code)

Does the local government require special inspections?	No
Does the local government retain special inspection reports?	
Does the municipality require a statement of special inspections required as part of a condition for permit issuance?	
Does the municipality require special inspection reports to be submitted prior to issuance of certificates of compliance or completion?	

Practices

Please identify all procedures used by the municipality to ensure compliance with the Uniform Code:

field_inspections,plan_reviews

Please identify all procedures used by the municipality to ensure compliance with the Energy Code:

field_inspections,plan_reviews

Record Keeping

Has a system of records of the features and activities specified in 19 NYCRR 1203.3(a-j) been established and maintained?

Yes

UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT

(REPORTING YEAR: 2019)

On average, how many site inspections are conducted for Uniform Code compliance for each new residential building?				4	
On average, how many site inspections are conducted for Uniform Code compliance for each new commercial building?					
On average, how many site inspections are conducted for Energy Code compliance for each new residential building?				2	
On average, how many site inspections are conducted for Energy Code compliance for each new commercial building?					
Buildings Containing One Or More Areas of Public Assembly (area with occupant load of 50 or greater)					
Number of buildings	9	Number inspected	9	Not inspected in last 12 months	0
Buildings Containing 3 or More Dwelling Units					
Number of buildings	5	Number inspected	2	Not inspected in last 36 months	1
Number of dwelling units in such buildings				165	
Dormitories					
Number of buildings	0	Number inspected	0	Not inspected in last 36 months	0
Nonresidential Buildings					
Number of buildings	39	Number inspected	10	Not inspected in last 36 months	11

Are any of the numbers reported in this section estimates?	Yes
Please describe briefly which figures are estimated and how estimates were calculated.	
Non-Residential Occupancies inspected in last 36 months	

UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT

(REPORTING YEAR: 2019)

Energy Code

The State Energy Conservation Construction Code (Energy Code) was amended and updated in its entirety, effective October 3, 2016. The amended and updated version of the Energy Code includes specific requirements relating to construction documents, applications for building approvals of applications for building permits, and inspections and tests to be performed during construction. The questions in this section of this Report relate to the Municipality's familiarity with, and ability to enforce, these new provisions.

In this section of this Report, the term "2015 IECC" means the 2015 edition of the International Energy Conservation Code (Second Printing, May 2015), the term "2016 Energy Code Supplement" means the publication entitled "2016 Supplement to the New York State Energy Conservation Construction Code (Revised August 2016)," the term "residential building" is as defined in the 2016 Energy Code Supplement, and the term "commercial building" means any building that is not a residential building

The term "residential building" includes: (1) detached one-family dwellings having not more than three stories above grade plane; (2) detached two-family dwellings having not more than three stories above grade plane; (3) buildings that (i) consist of three or more attached townhouse units and (ii) have not more than three stories above grade plane; (4) buildings that (i) are classified in accordance with Chapter 3 of the 2015 International Building Code (as amended) in Group R-2, R-3 or R-4 and (ii) have not more than three stories above grade plane; (5) factory manufactured homes (as defined in section 372(8) of the New York State Executive Law); and (6) mobile homes (as defined in section 372(13) of the New York State Executive Law). For the purposes of this definition of the term "residential building," the term "townhouse unit" means a single-family dwelling unit constructed in a group of three or more attached units in which each unit (i) extends from the foundation to roof and (ii) has open space on at least two sides.

Does the Municipality require that construction documents submitted as part of an application for a building permit?
show the following data and features of the building in sufficient detail to allow the Municipality to determine whether the building does or does not comply with the Energy Code:

Representation of building's thermal envelope?

Yes

Insulation materials and their R-values?

Yes

Fenestration U-factor and solar heat gain coefficient (SHGC)?

No

Area-weighted U-factor calculations and SHGC values (where applicable)?

Yes

Mechanical system design criteria (Manual "J" and Manual "S" for residential buildings)?

No

Mechanical and service water heating system and equipment types, sizes, and efficiencies?

No

Economizer description (in the case of a commercial building)?

Equipment and system controls (in the case of a commercial building)?

Fan motor horsepower (hp) and controls (in the case of a commercial building)?

Duct sealing, duct and pipe insulation and location?

No

Lighting Fixture schedule with wattage and control narrative (in the case of a commercial building)?

Location of daylight zones on floor plans (in the case of a commercial building)?

Air sealing details?

No

UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT

(REPORTING YEAR: 2019)

When the Municipality determines the construction documents to be in compliance with the applicable requirements of the Energy Code and accept the documents, does the Municipality stamp the construction documents "Reviewed for Energy Code Compliance" and endorse the documents in writing?

No

Where the construction documents are required to be prepared by a New York State registered architect or licensed professional engineer, does the Municipality require that the documents bear the seal or stamp and signature of such registered architect or licensed professional engineer and include, immediately above the signature, a statement substantially similar to the following: "To the best of the knowledge, belief, and professional judgment of the undersigned [registered architect or licensed professional engineer], the plans and specifications depicted on these drawings are in compliance with the applicable provisions of the New York State Uniform Fire Prevention and Building Code and the New York State Energy Conservation Construction Code, as currently in effect."?

Yes

Are inspections completed for each of the following (where applicable):

Inspections of footings and foundations to verify compliance with the Energy Code as to R-value, location, thickness, depth of burial and protection of insulation as required by the Energy Code and approved plans and specifications?

Yes

Inspections at framing and rough-in, made before application of interior finish and to verify compliance with the Energy Code as to types of insulation and corresponding R-values and their correct location and proper installation, fenestration properties (U-factor and SHGC and, in the case of a commercial building, VT), and proper installation and air leakage components as required by the Energy Code and approved plans and specifications?

Yes

Inspections at plumbing rough-in to verify compliance as required by the Energy Code and approved plans and specifications as to types of insulation and corresponding R-values and protection, required controls, and required heat traps on potable water heaters?

Yes

Inspections at mechanical rough-in to verify compliance as required by the Energy Code and approved plans and specifications as to installed HVAC equipment type and size, required controls, system insulation, and corresponding R-value; system and damper air leakage (in the case of a commercial building) or system air leakage control (in the case of a residential building); and required energy recovery and economizers (in the case of a commercial building) or programmable thermostats, dampers, whole-house ventilation, and minimum fan efficiency (in the case of a residential building)?

Yes

Inspections at electrical rough-in to verify compliance as required by the Energy Code and approved plans and specifications as to installed lighting systems, components and controls and, if applicable, installation of an electric meter for each dwelling unit?

Yes

A final inspection that verifies, in the case of a commercial building, the installation and proper operation of all building controls required by the Energy Code, the receipt of documentation verifying that activities associated with building commissioning required by the Energy Code have been conducted and that findings of noncompliance corrected, and the receipt of the HVAC system certification required by the Energy Code; and the final inspection shall verify, in the case of a residential building, the installation of all building systems, equipment, and controls required by the Energy Code and their proper operation and the installation of the number of high-efficacy lamps and fixtures required by the Energy Code?

Yes

In the case of residential buildings:

Does the Municipality require that a permanent certificate listing the predominant R-values of insulation installed be completed by the builder or registered design professional and posted on a wall in the space where the furnace is located?

No

Does the Municipality require that building envelope values be confirmed as code compliant by at least one of the following methods? Prescriptive, Trade-off method (RESCheck), Energy Rating Index (2015 IECC Section R406)

Yes

In case of detached one-and-two family dwellings, townhouses, and multiple family dwellings of three stories or less, does the local government require that an air leakage test (blower door test) be performed on the completed building envelope?

No

UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT

(REPORTING YEAR: 2019)

Does the local government require verification that the air leakage rate is 3 ACH (50 pascals) or less?

Does the Municipality require that written report of the results of the ACH 50 test be signed by the party conducting the test and provided to the Municipality?

In a case where any part of the HVAC duct system located outside of the building envelope, does the Municipality require that a duct tightness test be performed?

Yes

Does the code official receive a written report of the results of the test signed by the party conducting the test?

Yes

In the case of commercial buildings:

Does the Municipality require the demonstration of compliance with one of the following compliance paths?

☐ ASHRAE Compliance Path: Compliance with the requirements of ASHRAE 90.1-2013, as amended by the 2016 Energy Code Supplement.

☐ Prescriptive Compliance Path: Compliance with the requirements of (1) Sections C402 through C405 of the 2015 IECC, as amended by the 2016 Energy Code Supplement, (2) Section C406 of the 2015 IECC, as amended by the 2016 Energy Code Supplement, and (3) in the case of tenant spaces, Section C406.1.1 of the 2015 IECC, as amended by the 2016 Energy Code Supplement.

☐ Performance Compliance Path: Compliance with the requirements of Sections C402.5, C403.2, C404, C405.2, C405.3, C405.5, C405.6, and C407 of the 2015 IECC, as amended by the 2016 Energy Code Supplement, with building energy cost to be equal to or less than 85 percent of the standard reference design building.

Does the Municipality require construction documents to clearly indicate provisions for commissioning and completion requirements in accordance with Section C408 of the 2015 IECC?

Project Compliance

For each of the following project categories, provide the total number of projects in each category that were completed during the year covered by this report and the number of such completed projects that comply with the applicable requirements of the Energy Code:

New commercial building construction projects completed	0	Completed new commercial building construction projects that are compliant	0
New residential building construction projects completed	8	Completed new residential building construction projects that are compliant	8
Existing commercial building construction projects completed	0	Completed existing commercial building construction projects that are compliant	0
Existing residential building construction projects completed	5	Completed existing residential building construction projects that are compliant	5

With respect to the response to previous question, provide a description of the methods used to verify such compliance with the Energy Code.

Plan Review and Inspections

UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT

(REPORTING YEAR: 2019)

Complaints

Total number of all registered Uniform Code related complaints received for reporting year

0

Total number of all registered Uniform Code related complaints received for reporting year

0

Total number of all registered Energy Code related complaints received for reporting year

0

Total number of all registered Energy Code related complaints acted upon for reporting year

0

Are any of the numbers reported in this section estimates?

(Answer 'Yes' if any of the numbers of occupancies or inspections reported were estimated rather than tabulated from electronic records or manual counting of records.)

No

Please describe briefly which figures are estimated and how estimates were calculated.

Additional Information

Please provide any additional information or comments

(Provide any additional information or comments that may prove helpful in processing the form and interpreting your response. Provide feedback on any data that were difficult to obtain and any concerns that might influence the accuracy, completeness, or precision of information you provided.)

Complete your submission

If you are using Google Chrome to submit, you may now print your application. Please click the PRINT button (image of a printer) on the upper right of this screen before you hit submit. This will allow you to print your completed form or save it to a PDF file if your computer supports that. You will not be able to retrieve the form once you submit it. Acknowledge that you have considered printing your form before you submit.

OK

TOWN OF BOSTON
APPLICATION FOR USE OF FACILITY

RECEIVED
BOSTON TOWN CLERK

This Application is subject to Approval by the Town Board and MUST be received at least 1 week prior to Town Board meeting

*****Application, fees, plans, layouts and any additional proof from other agencies must be completed and submitted at time of application. Must be a Boston Resident to request use.*****

Name/Organization Kim Larivey Date 3/13/20

Name of person responsible for facilities Kim Larivey
Title _____

Applicant Address 6744 Pin Oak Dr. Boston

Applicant Daytime Phone # _____ # Of Attendees: 50

Date(s) Requested* 8/8/20 Time 1pm Type of Event graduation party
Set Up Noon Take Down 7pm

Sporting Leagues — Please attach Schedule

****Certificate of Insurance from your organization must be submitted at least 1 week before your 1st sporting event****

*****Please confirm that your dates do not conflict with any Sporting Leagues*****

Baseball—Josh Haeick 649-6170 Football—Nick Jagow 725-9680
Soccer—Jessica Blesy 809-0121 or Liz Cylka 319-8542

I, THE UNDERSIGNED, REQUEST PERMISSION TO USE THE FOLLOWING: (check all that apply)

<input type="checkbox"/> South Boston Park Shelter	<input type="checkbox"/> Boston Town Park
<input type="checkbox"/> Town Hall Community Room w/ Kitchen And Bathroom Facilities	<input checked="" type="checkbox"/> Lions Shelter And Bathroom Facilities
<input type="checkbox"/> North Boston Park Fields	<input type="checkbox"/> Small Shelter
	<input type="checkbox"/> Town Fields

WILL YOUR EVENT HAVE ANY OF THE FOLLOWING: (Check all that apply)

<input type="checkbox"/> Parade	- Who will provide traffic control? _____ (Submit proof in writing from that agency at time of application)
<input type="checkbox"/> Parking (over 50)	- Please submit parking Plan: (This must be approved by Park's Superintendent before submittal to Town Clerk with application)
<input type="checkbox"/> Rides	(Certificate of Insurance from your insurance company must be submitted 1 week before use begins)
<input type="checkbox"/> Fireworks	(Certificate of Insurance from Firework Vendor must be submitted 1 week before your event)
	-Who will provide Fire Stand By? _____ (Submit proof in writing from that agency at time of application)
<input type="checkbox"/> Vendors (over 5)	- Please submit Layout (This must be approved by Park's Superintendent before submittal to Town Clerk with application)

Alcoholic Beverages:
(IF SERVING ALCOHOL, CHECK ALL
THAT APPLY)

Are you serving alcohol?
Are you having a Private Party?
Are you having a Public Special Event?

☐ Yes
☒ Yes
☐ Yes

☒ No
☐ No
☒ No

PLEASE NOTE: ALL parties must submit a Certificate of Insurance 1 week before your event.
Public Special Events serving alcohol must also submit a copy of your NYS Liquor License 1 week before your event.

Certificates of Insurance: You must list the Town of Boston as additionally insured and the dates of the event must be on the Certificate of Insurance. Your insurance agent can help you with this. The following is a list of Liability amounts needed:

Private Party (Host Liquor)	\$ 500,000
Public Special Event (Liquor Legal)	\$1,000,000
Ride Vendor	\$1,000,000
Fireworks	\$1,000,000
Sporting Leagues	\$1,000,000

FEES: A **\$75 Maintenance Fee** must be included with this application. These funds will be utilized to cover the cost of bathroom supplies, final clean up and administrative costs.

KEYS: Keys may be picked up on the business day before the scheduled event and should be returned the first business day immediately following.

TOWN OF BOSTON PROPERTIES ARE SMOKE FREE

COMMUNITY EVENTS SIGN: If your organization needs to use the Community Announcement sign near the Emergency Squad Bldg, the "Request to use Coming Events Sign" application must be completed and submitted to the Highway/Parks Dept. This form can be obtained from the Town Clerk's Office or at www.townofboston.com.

Requests may be submitted after September 1st the year before your event.

I agree that all facilities used will be properly cleaned to the best of my ability upon completion of the event and that I will be responsible for any damages caused to any of the facilities or grounds. I will submit to the Town Clerk all Certificates of Insurance and NYS Liquor License if necessary at least 1 week prior to my event. I have contacted the above mentioned sporting leagues and there are no conflicts with dates.

SIGNATURE OF APPLICANT: _____

Kim Lantry

Upon Completion, please submit to Town Clerk

FEE REC'D 3/16/2020 APPROVED/DENIED : _____
ch1360 \$75 (date) (date)

AGREEMENT TO SPEND HIGHWAY FUNDS

YEAR 2020

RECEIVED
BOSTON TOWN CLERK
2019 DEC 20 AM 9:01

TOWN OF Boston

COUNTY OF Erie

Pursuant to the provisions of Section 284 of the Highway Law, we agree that monies levied and collected for the repair and improvement of highways, and received from the State for the repair and improvement of highways, shall be expended as follows:

The sum of \$349,486.41 may be expended for general repairs upon 37.98 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewal thereof.

2. IMPROVEMENTS – The following sum shall be set aside to be expended for the improvements of town highways:

- (a) On all town roads that need repair after winter damage, starting at _____ and ending at _____, a distance of _____ miles, there shall be expended not over the sum of \$ _____.
Type Top: _____ Width of traveled surface: _____ feet
Thickness Top: _____ inch(es) Thickness binder: _____ inch(es)
Other _____
- (b) On _____, starting at _____ and ending at _____, a distance of _____ miles, there shall be expended not over the sum of \$ _____.
Type Top: _____ Width of traveled surface: _____ feet
Thickness Top: _____ inch(es) Thickness binder: _____ inch(es)
Other _____
- (c) On _____, starting at _____ and ending at _____, a distance of _____ miles, there shall be expended not over the sum of \$ _____.
Type Top: _____ Width of traveled surface: _____ feet
Thickness Top: _____ inch(es) Thickness binder: _____ inch(es)
Other _____

.....

Supervisor	Date	Council Member	Date
Council Member	Date	Council Member	Date
Council Member	Date	Council Member	Date
Council Member	Date	<u>Robert Adair</u> Highway Superintendent	<u>12-19-19</u> Date

Note: This agreement must be signed by a majority of the members of the Town Board and by the Town Highway Superintendent. One copy must be filed in the Town Clerk's office

ORGANIZATIONAL BOARD MEETING
JANUARY 2, 2020

TOWN HALL
7:30 P.M.

A motion was made by Councilwoman Selby and was seconded by Councilman Cartechine to set the following 2020 employee holidays for the Town of Boston:

New Year's Day	Jan	1	Election Day	Nov	3
Martin Luther King	Jan	20	Veteran's Day	Nov	11
President's Day	Feb	17	Thanksgiving Day	Nov	26
Good Friday	April	10	Day after Thanksgiving	Nov	27
Memorial Day	May	25	Christmas Eve	Dec	24
Independence Day	July	3	Christmas Day	Dec	25
Labor Day	Sept	7	New Year's Eve	Dec	31
Columbus Day	Oct	12			

This holiday schedule does not apply to Highway employees. Refer to Collective Bargaining Agreement.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

A motion was made by Councilwoman Lucachik and was seconded by Councilwoman Martin, pursuant to the provisions of Section 284 of the Highway Law, we agree that monies levied and collected for the repair and improvement of highways, and received from the State for the repair and improvement of highways, shall be expended, the sum of \$349,486.41 may be expended for general repairs upon 37.98 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewal thereof. This document will be updated as needed in the Spring.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Lucachik	Yes	Councilwoman Martin	Yes
Councilwoman Selby	Yes		

five (5) Yes

Carried

A motion was made by Councilwoman Martin and was seconded by Councilwoman Selby,

RESOLUTION 2020-01

PROCUREMENT POLICY

NOW THEREFORE BE IT RESOLVED, that the Town of Boston does hereby adopt the following procurement policies and procedures for this year: