

**AUGUST 14, 2013
SPECIAL TOWN BOARD MEETING**

Town Hall

5:00 P.M.

Greg Post, Supervisor led the pledge to the flag.

Roll Call

Present: Supervisor Post
Deputy Supervisor Underhill
Councilman Lang
Councilwoman Michalak
Councilman Zambito

Others

Present: Town Clerk Morasco
Roger Muehlig, Daily News Reporter

The Supervisor called the meeting to order at 5:10 P.M.

RESOLUTION NO. 133:

Councilman Lang offered the following:

JANITORIAL SERVICES

RESOLVED, the Batavia Town Board hereby retains New York State Industries for the Disabled, Inc., who represents Genesee County ARC, to perform janitorial services at the Batavia Town Hall, 3833 West Main Street Road, Batavia, New York, effective from July 1, 2013 to June 30, 2014 at a monthly cost of one thousand, four hundred, eighty-six dollars and seventy-three cents (\$1,486.73) and be it

FURTHER RESOLVED, the Supervisor is hereby authorized to execute the attached proposal; and be it

FURTHER RESOLVED, that Genesee County ARC must provide the Town of Batavia a Certificate of Liability Insurance and a Certificate of Workers Compensation Insurance naming the Town as additional insured, and be it

FURTHER RESOLVED, the specifications for the cleaning of the Town Hall is attached.

Second by: Councilwoman Michalak

Ayes: Lang, Michalak, Underhill, Post

APPROVED by unanimous vote (5-0)

**TOWN OF BATAVIA
SPECIFICATIONS
FOR
JANITORIAL SERVICES**

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1. SERVICE LOCATION - Batavia Town Hall, 3833 West Main Street Road, Batavia, New York, 14020

2. SERVICES:

- a. Clean sinks, toilets and mirrors.
- b. Refill toilet paper, towel and soap dispensers. (Town to provide supplies).
- c. Empty wastebaskets; place trash in bags provided by the Town.
- d. Clean conference tables, lobby table, windowsills, baseboards, chairs, door trim and doors-so as to be free of dust and dirt.
- e. Vacuum all rugs and spot clean when necessary.
- f. Front lobby and bathroom floors to be kept free of dust and dirt, and proper finishes applied (as necessary).
- g. Sweep entrances.
- h. All windows with blinds are to be dusted bi-weekly and washed when necessary.
- I. Wash interior and exterior windows two (2) times per year; Spring and Fall. Clean all glass entrance doors and interior doors with glass weekly.
- j. Clean light fixtures (as needed).
- k. Painted surfaces to be cleaned and free of fingerprints and black marks. Walls and ceilings to be free of cob webs.

3. SCHEDULE:

Services to be provided on a semi-weekly basis two (2) times per week on days and times agreed by vendor and Town, and with provision for holidays to be made on an occurrence basis.

4. CLEANING MATERIALS:

Vendor will provide all cleaning materials necessary to provide the required services as specified above.

5. INSURANCE REQUIRED:

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Throughout the full term specified, the vendor is required to maintain, and provide evidence to the Town of a public liability insurance policy with a minimum three-hundred thousand dollar (\$300,000.00) single limit insuring the contractor (vendor) and Town for all operations performed under the agreement.

6. TERM AND EFFECTIVE DATES:

The term during which the specified services are to be provided is for a one (1) year period; effective dates are July 1, 2013 through June 30, 2014 inclusive.

RESOLUTION NO. 134:

Deputy Supervisor Underhill offered the following:

**RESOLUTION TO SUPPORT THE SUBMISSION OF A 2013 TRANSPORTATION
ENHANCEMENTS PROGRAM GRANT**

WHEREAS, the New York State Department of Transportation announced the availability Transportation Enhancements Program (TEP) grant funding; and

WHEREAS, the TEP grant program provides up to \$2.5 million in grant funding for communities to implement alternative transportation projects; and

WHEREAS, the TEP grant program provides up to 80 percent of total project costs; and

WHEREAS, the Town of Batavia, in cooperation with the City of Batavia, desires to submit an application to construct a multi-jurisdictional trail between the City and Town;

NOW THEREFORE, BE IT RESOLVED, that the Town Board does hereby enthusiastically authorize submission of the Transportation Enhancements Program grant for a trail between the Town and City of Batavia.

BE IT FURTHER RESOLVED, that the Town Board authorizes the Town's share of the project to equal 25 percent of total project costs, exceeding the minimum 20 percent share, to show evidence of the Town's commitment to this project.

Second by: Councilman Lang

Ayes: Underhill, Lang, Michalak, Post

APPROVED by unanimous vote (5-0)

Discussion: The Supervisor explained that this grant will provide for development of a hiking/biking trail outside of the State Highways. It will run from Seven Springs Road to the City of Batavia. The Town has received many letters of support for this project.

RESOLUTION NO. 135:

Supervisor Post offered the following:

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**PROPOSAL FOR SERVICES AGREEMENT –
BETWEEN THE TOWN OF BATAVIA AND STUART I. BROWN/ LABELLA ASSOCIATES
TRANSPORTATION ENHANCEMENT PROGRAM GRANT APPLICATION**

WHEREAS, the Town of Batavia is planning to submit an application for a grant under the Transportation Enhancement Program (TEP) for funding to construct a trail between the Town and City of Batavia; and

WHEREAS, Stuart I. Brown/Labella Associates submitted a proposal to prepare the TEP grant application at a cost of five thousand dollars (\$5,000.00) (proposal attached).

NOW, THEREFORE, BE IT RESOLVED, the Batavia Town Board hereby authorizes the Supervisor to retain Stuart I. Brown/Labella Associates to prepare the 2013 Transportation Enhancement Program Grant Application at a cost of five thousand dollars (\$5,000.00) and to execute the agreement between the Town of Batavia and Stuart I. Brown/Labella Associates.

Second by: Councilman Lang
Ayes: Underhill, Lang, Michalak, Post
APPROVED by unanimous vote (5-0)

ADJOURNMENT:

Motion Councilwoman Michalak, second Deputy Supervisor Underhill to adjourn the Special Town Board Meeting at 5:23 P.M.

Ayes: Michalak, Underhill, Zambito, Lang, Post
MOTION CARRIED by unanimous vote (5-0)

Respectfully submitted,

Teressa M. Morasco
Town Clerk