

Village of Webster  
Village Board Workshop  
January 31, 2017

Webster Community Meeting Hall  
29 South Avenue  
Webster, NY 14580

Present: Mayor Cahill, Trustee Balcaen, Trustee Ippolito Jr., Trustee Byerts, and Trustee Lancy

## Village Board Business

Trustee Lancy and Matt Chatfield, Executive Director of Webster Economic Development Alliance discussed with the Board a goal of the Historic Preservation Commission to define a color pallet for the Village Business District which would be consistent with those used historically in Western New York towns and villages. Mr. Chatfield referenced the Village of Webster Design Guidelines (section 2.1) which were enacted as part of the 2011 Comprehensive Plan (page 86). He explained how to implement minor changes to the language in the existing amendment to incorporate the desired color scheme or pallet. Mr. Chatfield said although changes in color to a building or the painting of the exterior would not constitute the need for a permit nor to come before the Board for review but everyone agrees that change in colors are important and there does need to be some type of consistency so everything works together. Trustee Lancy and a specialized color designer from Sherwin Williams Paint came up with a suggested or recommended pallet of about 15 different colors. It was decided, although in the preliminary stages, an amendment would be written up to include the suggested color guidelines for implementation into the property improvement section of the Village of Webster Design Guidelines (for the Business District only). Trustee Lancy and Matt Chatfield agreed to also meet with Ed Atkisson, Chairman of the Historic Preservation Commission to develop the language. They will present the rewritten amendment at a Village Board Workshop in April.

Krystina Lizak, Village Treasurer discussed with the Board the budget calendar and confirmed budget review dates: Monday, February 13, 2017 at a Special Workshop to begin at 5:00 PM, on Tuesday, February 28, 2017 at a Workshop to begin at 7:00 PM, and on Tuesday, March 14, 2017 at a Special Workshop to begin at 7:00 PM.

Jo O'Neill, Deputy Clerk discussed with the Board VPN Access for Village employees which would allow computer server access from home. She said there would be a need to purchase new laptop computers and install antivirus software from our computer specialists LMT. Another alternative would be to have LMT incorporate their management program on the laptop which would cost \$120.00 per year per computer. Trustee Ippolito said he is able to log into his work server from home and he has the protection of the server firewalls without the need to purchase extra antivirus software. It was decided more information is needed from LMT related to actual cost. Once the figures are received they will be reviewed with the budget lines.

The Village Board reviewed and noted several points of interest regarding the tentative 2017- 2018 fiscal year budget. Further meetings will be scheduled.

Jake Swingly, Superintendent of Public Works reviewed the bid packet for the construction of the Cell Tower. He discussed updated bid specs, foundation plans, and advertising. He said the finalized version will be reviewed by Attorney White and all Board members. The bid will be advertised on

February 9, 2017. The bids will be received and opened on February 17, 2017. Copies of bid specs will be on file in the Village Clerks Office.

Motion Mayor Cahill and Seconded by Trustee Balcaen for authorization to advertise for bids for the construction of the Cell Tower Project, all were in favor and carried.

Superintendent Swingly also discussed the 2017 Tree Grant Program and the opportunity for the Village to become designated as a Tree City USA. He said to obtain extra points towards the grant he would like to submit the Village Tree Code but he would like to update the Code to include hazard trees which according to standards may be cut down on an emergency basis.

## Executive Session

Motion Mayor Cahill and Seconded by Trustee Ippolito Jr., to enter Executive Session at 8:43 p.m. to discuss the potential promotion, demotion, suspension, disciplinary action, work history of a particular employee, or employees, all were in favor and carried.

Motion Mayor Cahill and Seconded by Trustee Ippolito Jr., to exit Executive Session at 9:02 p.m., all were in favor and carried.

## Adjournment

Motion Mayor Cahill and Seconded by Trustee Ippolito, Jr. to adjourn the meeting at 9:04 p.m., all were in favor and carried.

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Josette Amalfi, Village Clerk

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John J. Cahill, Mayor