

**CITY OF LOCKPORT**  
**CORPORATION PROCEEDINGS**

Lockport Municipal Building

Regular Meeting  
Official Record

January 25, 2023  
6:30 P.M.

Mayor Michelle M. Roman called the meeting to order.

**ROLL CALL**

The following Common Council members answered the roll call:

Aldermen Beakman, Swanson-Gellerson, Devine, Fogle, Kantor, and Lupo.

**INVOCATION**

**MAYOR'S UPDATE**

**RECESS**

Recess for public input.

**012523.1**

**APPROVAL OF MINUTES**

On motion of Alderman Beakman, seconded by Alderman \_\_\_\_\_, the minutes of the Regular Meeting of December 14, 2022 are hereby approved as printed in the Journal of Proceedings. Ayes \_\_\_\_\_. Carried.

**FROM THE MAYOR**

**Resignations:**

01/07/2023 Gina Pasceri, resigned as Alderman at Large effective January 9, 2023.

01/11/2023 Kristin Barnard, resigned as the 5<sup>th</sup> Ward Alderman effective January 10, 2023.

**Appointments:**

12/20/22 Wade M. Andes, 6644 Sheetram Road, Lockport, NY – appointed to Heavy Equipment Operator for the City of Lockport Highways and Parks Department effective January 1, 2023. Said appointment is permanent and subject to the City of Lockport Municipal Civil Service Rules and Regulations.

1/3/2023 Richard Clark, 289 Washington Street, Lockport, NY – appointed to the Building and Grounds Accessibility Committee effective January 1, 2023. Said term expires December 31, 2024.

1/20/2023 Lisa A. Swanson-Gellerson, 86 Roby Street, Lockport, NY - appointed to Alderwoman at Large to fill unexpired term of Gina Pasceri. Said term expires December 31, 2023.

1/20/2023 Margaret P. Lupo, 17 Bobolink Lane, Lockport, NY - appointed as 5th Ward Alderwoman to fill unexpired term of Kristin Barnard. Said term expires on December 31, 2023.

**Commissioner of Deeds:** For the term of two years expiring on December 31, 2024.

1. Paul M. Beakman, Jr., 104 Caledonia Street, Lockport, NY 14094
2. Benjamin Briskey, 120 Grant Street, Lockport, NY 14094
3. Marco Notaro, 5251 Bridgeman Road, Sanborn, NY 14132
4. Daryl Bodewes, 2462 Woodthrush Court, Niagara Falls, NY 14304
5. Colin Ligamarri, 4210 Washington Street, Niagara Falls, NY 14305
6. John Jacoby 4621 Lower River Road, Lewiston, NY 14092
7. Paul Drabinski, 1495 Abington Place, North Tonawanda, NY 14120
8. Maggie Lupo, 17 Boblink Lane, Lockport, NY 14094
9. Doug Mooradian, 6964 Lakeside Drive, Niagara Falls, NY 14304
10. Anita Mullane, 93 Lindhurst Drive, Lockport, NY 14094
11. Douglas C. Nicholson, 22 Roosevelt Drive, Lockport, NY 14094
12. Jeanann Page, 532 Irving Drive, Lewiston, NY 14092
13. David Keegan, 3772 McKoon Avenue, Niagara Falls, NY 14305
14. Michelle M. Roman, 30 Cherry Street, Lockport, NY 14094
15. William C. Rutland, 5798 Locust Street, Lockport, NY 14094
16. Carla L. Speranza, 6438 Lincoln Avenue, Lockport, NY 14094
17. Sarah Waechter, 4791 Oakridge Lane, Lewiston, NY 14092
18. Tom Reynolds, 739 E. Robinson Street, North Tonawanda, NY 14120
19. Steve Allore, 154 Locust Street, Apt 2, Lockport, NY 14094
20. Adam Dickey, 324 Ward Road, North Tonawanda, NY 14120

Received and filed.

#### FROM THE CITY CLERK

The Clerk submitted payrolls, bills for services and expenses, and reported that the Department Heads submitted reports of labor performed in their departments. Referred to the Finance Committee.

**Communications** (which have been referred to the appropriate City officials)

12/7/22 Vinny Cappadora, Happily Running – request permission to conduct their Beast of Burden event on January 28-29<sup>th</sup> and August 12<sup>th</sup>-13<sup>th</sup>, 2023 at Wide Waters Marina.

12/8/22 Brooke Chavanne, Director of Coaching of Soccer Shots Buffalo – request permission to use Altro Park for their upcoming 2023 season.

12/15/22 Ed Sandusky, Vice President of Optimist Club of Lockport – request permission to conduct the 47<sup>th</sup> annual Lockport Optimist Outdoor Arts & Crafts Festival on June 24<sup>th</sup> & 25<sup>th</sup>, 2023.

1/18/23 Sarah K. Lanzo, City Clerk – notification of bids received on January 17, 2023 in response to the **RFP for Emergency Medical Services Billing** are as follows:

Municipal Resources Inc. \$150 per hour  
Niagara Falls, NY

1/18/23 Sarah K. Lanzo, City Clerk - notification of bids received on January 17, 2023 in response to the **RFP for Ambulance Consultation Services** are as follows:

AMB – Ambulance Medical Billing 7% / \$10 Per Medicaid Claim  
Med Ex Billing Inc. 6% / \$15 Per Medicaid Claim

Referred to the Committee of the Whole.

**Notice of Claim:**

1/19/23 Karlene D. Pratt, 143 Waterman Street, Lockport, NY

**MOTIONS & RESOLUTIONS**

**012523.2**

By Alderman Beakman:

Resolved, that the Finance Committee has reviewed orders in favor of the claimants for payrolls, bills, and services to be paid on January 12 and 19, 2023 as follows:

**2022 Expenses**

|                  |         |                |
|------------------|---------|----------------|
| General Fund     | Fund A  | \$227,542.01   |
| Water Fund       | Fund FX | \$39,253.72    |
| Sewer Fund       | Fund G  | \$51,938.42    |
| Capital Projects | Fund H  | \$1,154,764.07 |
| Refuse Fund      | Fund CL | \$189.72       |
| Self-Insurance   | Fund MS | \$7,400.00     |
| Community Devel. | Fund CD | \$36,700.00    |

**2023 Expenses**

|              |         |             |
|--------------|---------|-------------|
| General Fund | Fund A  | \$51,070.02 |
| Water Fund   | Fund FX | \$3,068.73  |
| Sewer Fund   | Fund G  | \$3,069.29  |

Payroll Pay Date 12/29 and 1/12: \$512,172.64

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**012523.3**

By Alderman Beakman:

Resolved, that the Mayor and Common Council do hereby extend congratulations and appreciation to the following City employees for their years of dedicated service to the City of Lockport:

| <u>Employee</u> | <u>Years of Service</u> | <u>Title</u>                        |
|-----------------|-------------------------|-------------------------------------|
| Clayton Dimmick | 15                      | Director of Streets, Parks, & Water |
| Jason Dool      | 15                      | Chief Building Inspector            |

|                  |    |                         |
|------------------|----|-------------------------|
| Ryan Magee       | 15 | WWTP Operator           |
| Jon Cavagnaro    | 5  | HEO                     |
| Scott Sakellaris | 5  | Tree Trimmer            |
| Christian Landry | 5  | Public Works Supervisor |
| Michele Gelnett  | 5  | Senior Account Clerk    |

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**012523.4**

By Alderman \_\_\_\_\_:

Resolved, that pursuant to their request, Soccer Shots Buffalo is hereby granted permission to conduct a Spring, Summer and Fall Soccer Program on Saturday's at Altro Park beginning April 15, 2023 through November 11, 2023, subject to Soccer Shots Buffalo filing a certificate of insurance with the City Clerk naming the City of Lockport as additional insured.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**012523.5**

By Alderman \_\_\_\_\_:

Resolved, that pursuant to their request, Happily Running, LLC is hereby granted permission to use the rest room facilities and pavilion at Nelson C. Goehle Wide Waters Marina on the weekends of January 28 and 29 and August 12 and 13, 2023, for the annual Winter and Summer Beast of Burden Ultra Marathons. Said permission is subject to Happily Running, LLC filing a certificate of insurance with the City Clerk naming the City of Lockport as additional insured, and be it further

Resolved, that the Director of Streets and Parks is hereby authorized and directed to arrange for the preparation of the restroom facilities for said event and to arrange for delivery of barricades to close off the parking lot, and be it further

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**012523.6**

By Alderman \_\_\_\_\_:

Resolved, that permission is hereby granted the Optimist Club of Lockport to conduct their 47<sup>th</sup> Annual Lockport Optimists Arts and Crafts Festival on June 24<sup>th</sup> and 25<sup>th</sup>, 2023 from 10:00 A.M. until 5:00 P.M. (street closing from 8:00 A.M. until 7:00 P.M.) with the following provisions:

- (1) The Lockport Optimist Club shall issue exhibitor's permits to arts and crafts exhibitors, vendors and peddlers, and to insure public safety and order and to avoid overcrowding of the exhibit areas, no other exhibits, displays, vendors or peddlers shall be permitted within the show area, whether located on public or private property, and the Lockport Optimist Club shall enforce this ban with the cooperation of the Lockport Police Department.
- (2) The Police Department is hereby directed to enforce the removal of all concessionaires, vendors, or peddlers from the show area not possessing an exhibitor's permit.

- (3) The show area shall include the blocks on Main Street from Washburn Street west to Saxton Street and Market Street from Main Street north to Chestnut Street.
- (4) The Lockport Optimist Club shall file a certificate of insurance with the City Clerk naming the City of Lockport as additional insured, subject to the approval of the Corporation Counsel, and be it further

Resolved, that the Director of Streets and Parks is hereby authorized and directed to arrange for delivery and pick-up of City barricades and trash receptacles as needed, and be it further

Resolved, that permission is granted the Optimist Club to use the Police Garage for storage of a golf cart overnight on Friday and Saturday night, June 24<sup>th</sup> and 25<sup>th</sup> subject to the approval of the Chief of Police, and be it further

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**012523.7**

By Alderman \_\_\_\_\_:

Resolved, that pursuant to their request, The Historic Palace, Inc. is hereby granted permission to conduct the Lockport 10 Open Road Race from 9am until 12:30pm on Saturday, February 12, 2023. The race route will require closing East Avenue between Elm and Charles Streets; closing Elm Street for the finish of the race; and, disrupting traffic flow on Market Street. Permission is granted subject to approval of the race route by the Police Chief and subject to The Historic Palace, Inc. filing a certificate of insurance with the City Clerk naming the City of Lockport as additional insured, and be it further

Resolved, that the Director of Streets and Parks is hereby authorized and directed to arrange for salting the streets in the City's portion of the race route if necessary, and to deliver barricades, cones, and "street closed" signs as required, and be it further

Resolved, that the Traffic Captain is hereby directed to arrange for police support for said event, and be it further

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**012523.8**

By Alderman \_\_\_\_\_:

Whereas, the City of Lockport is prepared to enter into a Payment In Lieu Of Tax agreement with OAHS Urban Park Housing Development Fund Corporation (hereinafter, "OAHS") pursuant to the Public Housing Finance Law regarding the property commonly known as Urban Park Tower; and

Whereas, the Project is located within the boundaries of the City of Lockport; and

Whereas, OAHS shall agree to make payments in lieu of Real Estate Taxes ("PILOT Payments") pursuant to the this Agreement with respect to the Project; and

Whereas, the PILOT Payments contemplated by this Agreement are in lieu of Real Estate Taxes which may be payable with respect to the Project during the term of this Agreement;

Now, therefore, in consideration of the matters above recited, for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the parties, the Mayor is hereby directed and authorized to enter into the PILOT agreement with OAHS, subject to Corporation Counsel review.

- (1) The payments in lieu of taxes ("PILOT") period is to commence on January 1, 2024 (the Commencement Date), and be concurrent with the Project's use as apartment units for the community, but shall in no event exceed forty (40) years from the Commencement Date as authorized in the Public Housing Finance Law.
- (2) Beginning with the first fiscal year following the Commencement Date, and continuing through the fortieth (40th) fiscal tax year following, OAHS shall make annual payments in lieu of general real estate taxes on the property located at 77 Main Street, Lockport, commonly known as Urban Park Tower, in the amount of \$61,353.00 with a two percent (2%) annual escalation. Such payments shall be due and payable on January 1<sup>st</sup> of each year.
- (3) In the event of a default in payment of the PILOT agreement contemplated by this resolution, the City shall retain all rights afforded it under law and the PILOT Agreement.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**012523.9**

By Alderman \_\_\_\_\_:

Resolved, that pursuant to their request, permission is hereby granted to Niagara Hospice to conduct the 10th Annual Hospice Gran Fondo Bike Ride, on Saturday, August 5<sup>th</sup>, 2023 beginning at 7 a.m., subject to approval of the race route by the Police Chief; and be it further

Resolved, permission include the barricading of West Jackson Street to through traffic, from Plank Road to Niagara Street, from 7am until 1pm; and be it further

Resolved, that the Director of Streets, Parks and Water Distribution is hereby authorized and directed to arrange for delivery of barricades, cones and 'street closed' signs as required; and be it further

Resolved, that Niagara Hospice send a letter to affected residents informing them of the race and the closure of West Jackson to through traffic; and be it further

Resolved, that Niagara Hospice file a certificate of insurance with the City Clerk naming the City of Lockport as additional insured.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**012523.10**

By Alderman \_\_\_\_\_:

Whereas, in resolution 121922.2, the Common Council approved in-house ambulance services;

Whereas, said resolution included \$125,000 in FY 2023 funding for ambulance consultation services, to be primarily focused on the implementation of the first-year revenue cycle, third-party insurance contract negotiation, and other aspects of operations to make ambulance services as effective and efficient as possible;

Where the City distributed a Request for Proposals (RFP) and collected one bid from Municipal Resources Inc. for a fee of \$150 per hour;

Now therefore be it resolved that the Mayor is hereby authorized to enter-into an agreement with Municipal Resources Inc for an annual cost not to exceed the budgeted allocation.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**012523.11**

By Alderman \_\_\_\_\_:

Whereas, in resolution 121922.2, the Common Council approved in-house ambulance services;

Whereas, said resolution included \$53,219 in FY 2023 funding for emergency service billing service, which is a third party group that would assume billing responsibilities for the City's ambulance operations;

Where the City distributed a Request for Proposals (RFP) and collected two bids: MedEx Billing Inc for 6.8% of revenue / \$15 per Medicaid claim (estimated total of \$52,040 for the year) and Ambulance Medical Billing for either (1) 7% of revenue / \$10 per Medicaid claim (estimated total of \$49,234 for the year) or (2) \$19.50 per claim of any type (for an estimated annual total of \$44,226);

Where the City's Fire Chief and Director of Finance have reviewed the bids and recommends proceeding with MedEx Billing Inc. for their local expertise, professional experience, financial reporting capabilities, and recommendation from provided resources;

Now therefore be it resolved that the Mayor is hereby authorized to enter into an agreement with MedEx Billing Inc..

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**012523.12**

Whereas, 4<sup>th</sup> Generation Construction Inc., a contractor for the City's GIGP capital project, damaged a street clock located at 50 Main Street at an estimated damage of \$31,000;

Whereas, 4<sup>th</sup> Generation Construction Inc's insurance carrier, Wesco Insurance Co, has issued the City \$31,000 to cover the costs associated to this damage in claim number 3567192-1 with vendor "Essence of Time" on 6672 East Canal Road;

Now therefore be it resolved that the FY 2023 General Fund is hereby amended as follows:

**Increase**

**Revenue**

|              |                      |          |
|--------------|----------------------|----------|
| A.0000.32680 | Insurance Recoveries | \$31,000 |
|--------------|----------------------|----------|

**Expenditures**

|              |                                  |          |
|--------------|----------------------------------|----------|
| A.5182.54050 | Equipment Maintenance and Repair | \$31,000 |
|--------------|----------------------------------|----------|

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**012523.13**

By Alderman \_\_\_\_\_:

Resolved, that the Mayor and Common Council do hereby extend condolences to the family of Paul "Ollie" Oliver, a former laborer in the City of Lockport at Water Distribution, employed from 1972 – 1997, who recently passed away.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**012523.14**

By Alderman \_\_\_\_\_:

Resolved, that the Mayor and Common Council do hereby extend condolences to the family of Chuck Sattler, a former Heavy Equipment Operator with the City of Lockport Water Department from 1981 – 2004, who recently passed away.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**012523.15**

By Alderman \_\_\_\_\_:

Resolved, that the Mayor and Common Council do hereby extend condolences to the family of Wayne Carpenter, a former laborer with the City of Lockport Highways and Parks Department from 1972 – 1998, who recently passed away.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**012523.16**

**ADJOURNMENT**

At \_\_\_\_\_ P.M. Alderman Beakman moved the Common Council be adjourned until 6:30 P.M., Wednesday, February 8, 2023.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

SARAH K. LANZO  
City Clerk



**CITY OF LOCKPORT**  
**COMMON COUNCIL MEETING AGENDA**  
**REGULAR MEETING**  
**January 25, 2023**  
**6:00 P.M.**

**6:00 P.M.** Committee of the Whole Meeting

**6:30 P.M.** Common Council Meeting

**ROLL CALL**

**APPROVAL OF MINUTES**      **Beakman:** Approve Common Council minutes of  
012523.1      December 19, 2022

**COMMUNICATIONS**

**MOTIONS &  
RESOLUTIONS**

**Beakman:** Review bills and payrolls  
012523.2

**Beakman:** Congratulate employees for years of  
012523.3      service

**xxxx:** Grant permission to Soccer Shots to  
012523.4      conduct 2023 program at Altro Park

**xxxx:** Grant permission to Happily Running,  
012523.5      LLC, to conduct 'Beast of Burden' Jan.  
28-29 and Aug. 12-13 2023

**xxxx:** Grant permission to the Optimist Club  
0012523.6      to conduct annual Arts & Crafts Festival  
June 24<sup>th</sup> and 25<sup>th</sup>

**xxxx:** Grant permission to The Palace to conduct  
012523.7      its 50<sup>th</sup> Lockport 10 road race on February 12<sup>th</sup>

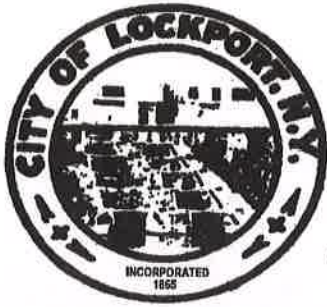
**xxxx:** PILOT Urban Tower  
012523.8

**xxxx:** Grant permission to Niagara Hospice for  
012523.9      Gran Fondo bike ride August 5<sup>th</sup>

**xxxx:** Accept bid for the Emergency Medical  
012523.10      Services Billing RFP

**xxxx:** Accept bid for Ambulance Consultation  
012523.11      Services RFP

**xxxx:** Amend budget for insurance recoveries at 50  
012523.12      Main Street



# Office of the Mayor

LOCKPORT MUNICIPAL BUILDING  
One Locks Plaza  
Lockport, New York 14094  
Phone (716) 439-6665  
Fax (716) 439-6668

*Michelle M. Roman*  
**MAYOR**

December 20, 2022

TO: Common Council

Under and by virtue of the authority conferred on me by the Charter of the City of Lockport, New York, I, Michelle M. Roman, Mayor of said City, do hereby appoint Wade M. Andes, 6644 Sheetram Road, Lockport, NY 14094 to Heavy Equipment Operator for the City of Lockport Highways and Parks Department effective January 1, 2023.

Said appointment is Permanent and subject to the City of Lockport Municipal Civil Services Rules and Regulations.

Witness by hand and the Seal of the City of Lockport this 20th day of December 2022.

Michelle M. Roman  
Mayor

MMR/mal

cc: W. Andes  
C. Dimmick  
Civil Service



# Office of the

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One Locks Plaza  
Lockport, New York 14094  
Phone (716) 439-6665  
Fax (716) 439-6668

*Michelle M. Roman*  
**MAYOR**

# Mayor

January 3, 2023

To Common Council:

Under and by virtue of the authority conferred on me by the Charter of the City of Lockport, New York, I, Michelle M. Roman, Mayor of said City, do hereby appoint Richard Clark, 289 Washington Street, Lockport, NY 14094 to the Buildings and Grounds Accessibility Committee, effective January 1, 2023.

Said term expires on December 31, 2024.

Witness my hand and the seal of the City of Lockport, New York this 3rd day of January, 2023.

Sincerely,

Michelle M. Roman  
Mayor

MMR/mal

Cc: R. Clark



# Office of the Mayor

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*Michelle M. Roman, Mayor*

January 1, 2023

To: The Common Council

Under and by virtue of the authority conferred on me by the Charter of the City of Lockport, New York, I, Michelle M. Roman, Mayor of said City, do hereby make the following appointments to the Commissioners of Deeds:

1. Paul M. Beakman, Jr., 104 Caledonia Street, Lockport, NY 14094
2. Benjamin Briskey, 120 Grant Street, Lockport, NY 14094
3. Marco Notaro, 5251 Bridgeman Road, Sanborn, NY 14132
4. Daryl Bodewes, 2462 Woodthrush Court, Niagara Falls, NY 14304
5. Colin Ligamarri, 4210 Washington Street, Niagara Falls, NY 14305
6. John Jacoby 4621 Lower River Road, Lewiston, NY 14092
7. Paul Drabinski, 1495 Abington Place, North Tonawanda, NY 14120
8. Maggie Lupo, 17 Boblink Lane, Lockport, NY 14094
9. Doug Mooradian, 6964 Lakeside Drive, Niagara Falls, NY 14304
10. Anita Mullane, 93 Lindhurst Drive, Lockport, NY 14094
11. Douglas C. Nicholson, 22 Roosevelt Drive, Lockport, NY 14094
12. Jeanann Page, 532 Irving Drive, Lewiston, NY 14092
13. David Keegan, 3772 McKoon Avenue, Niagara Falls, NY 14305
14. Michelle M. Roman, 30 Cherry Street, Lockport, NY 14094
15. William C. Rutland, 5798 Locust Street, Lockport, NY 14094
16. Carla L. Speranza, 6438 Lincoln Avenue, Lockport, NY 14094
17. Sarah Waechter, 4791 Oakridge Lane, Lewiston, NY 14092
18. Tom Reynolds, 739 E. Robinson Street, North Tonawanda, NY 14120
19. Steve Allore, 154 Locust Street, Apt 2, Lockport, NY 14094
20. Adam Dickey, 324 Ward Road, North Tonawanda, NY 14120

Said term expires on December 31, 2024.

Witness my hand and the seal of the City of Lockport, New York this \_\_\_\_ day of January 2023.

Sincerely,

---

Michelle M. Roman  
Mayor

MMR/mal

Cc: P. Beakman  
B. Briskey  
M. Notaro  
D. Bodewes  
C. Ligamarri,  
J. Jacoby  
P. Drabinski,  
M. Lupo  
D. Mooradian  
A. Mullane  
D. Nicholson  
J. Page  
D. Keegan  
M. Roman  
W. Rutland  
C. Speranza  
S. Waechter  
T. Reynolds  
S. Allore,  
A. Dickey



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*Office of the* One Locks Plaza  
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*Michelle M. Roman*  
**MAYOR**

*Mayor*


January 19, 2023

To Common Council:

Under and by virtue of the authority conferred on me by the Charter of the City of Lockport, New York, I, Michelle M. Roman, Mayor of said City, do hereby accept resignation from Gina N. Pasceri, 532 Pine Street, Lockport, NY 14094 from the Alderman At Large position effective January 9, 2023.

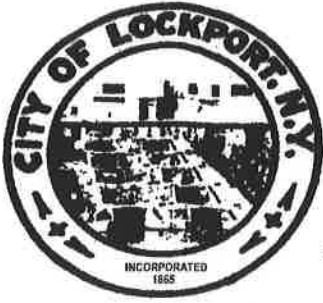
Witness my hand and the seal of the City of Lockport, New York this 19th day of January 2023.

Sincerely,

  
Michelle M. Roman  
Mayor

MMR/mal

Cc: G. Pasceri



LOCKPORT MUNICIPAL BUILDING

*Office of the*

One Locks Plaza  
Lockport, New York 14094

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*Michelle M. Roman*  
**MAYOR**

*Mayor*

January 19, 2023

To Common Council:

Under and by virtue of the authority conferred on me by the Charter of the City of Lockport, New York, I, Michelle M. Roman, Mayor of said City, do hereby accept resignation from Kristin L. Barnard, 36 Bonner Drive, Lockport, NY 14094 from the 5<sup>th</sup> Ward Alderman position effective January 10, 2023.

Witness my hand and the seal of the City of Lockport, New York this 19th day of January 2023.

Sincerely,

Michelle M. Roman  
Mayor

MMR/mal

Cc: K. Barnard



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*Michelle M. Roman*  
**MAYOR**

# *Mayor*

January 20, 2023

To Common Council:

Under and by virtue of the authority conferred on me by the Charter of the City of Lockport, New York, I, Michelle M. Roman, Mayor of said City, do hereby appoint Margaret P. Lupo, 17 Bob-o-link Lane, Lockport, NY 14094 to fill the unexpired term of Kristin Barnard for fifth ward Alderman effective January 20, 2023.

Said term expires on December 31, 2023.

Witness my hand and the seal of the City of Lockport, New York this 20th day of January 2023.

Sincerely,

---

Michelle M. Roman  
Mayor

MMR/mal

Cc: M. Lupo





*Office of the*

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*Michelle M. Roman*  
**MAYOR**

*Mayor*

January 20, 2023

To Common Council:

Under and by virtue of the authority conferred on me by the Charter of the City of Lockport, New York, I, Michelle M. Roman, Mayor of said City, do hereby appoint Lisa A. Swanson-Gellerson, 86 Roby Street, Lockport, NY 14094 to fill the unexpired term of Gina Pasceri for Alderman At Large effective January 20, 2023.

Said term expires on December 31, 2023.

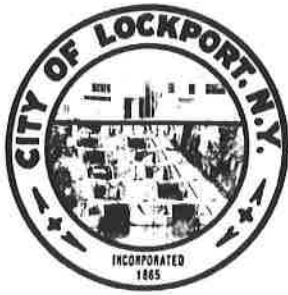
Witness my hand and the seal of the City of Lockport, New York this 20th day of January 2023.

Sincerely,

\_\_\_\_\_  
Michelle M. Roman  
Mayor

MMR/mal

Cc: L. Swanson-Gellerson



**CITY OF LOCKPORT, NEW YORK**

LOCKPORT MUNICIPAL BUILDING

ONE LOCKS PLAZA

LOCKPORT, NY 14094

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**OFFICE OF CITY CLERK**

Sarah K. Lanzo, City Clerk

Abbey Jo Polichette Dep. City Clerk/Registrar of Vital Statistics

Office (716)439-6676

Fax (716)439-6702

**TO:** Greater Niagara Newspapers  
WLVL Radio  
The Buffalo News  
LCTV

**FROM:** Sarah K. Lanzo, City Clerk

**DATE:** January 9, 2023

**RE:** Municipal Building Closing - January

Please be advised the Lockport Municipal Offices will be closed on Monday, January 16, 2023 in observance of Martin Luther King Day.

There will be no change in the garbage pickup schedule.

cc: Mayor

claim

RECEIVED

JAN 19 2023

CITY CLERK OFFICE

TO: City of Lockport

FROM: Karlene D Pratt, 143 Waterman St Lockport NY 14094

DATE: 01/12/2023

Re: notice of defect

I am sending a letter addressing a notice of defect of a tree in front of 143 Waterman St.

I have included pictures of the damage.

I have sent letters regarding notice of defect for the same tree(s) causing damage dated 12/15/2018 and 12/31/2021.

Damage of this incident include gutter downspout, china glaze siding and electrical service line from top of house to meter box. Total dollar amount of electrical line and downspout repair is \$350.00. Please make check payable to Karlene D Pratt, 143 Waterman St, Lockport NY 14094.

I look forward to a speedy removal of this tree so that my house and neighbors' homes can avoid further damage and a safer neighborhood.

Thank you,

Karlene D Pratt



I HEREBY CERTIFY that the persons named in this payroll are employed solely in and have actually performed the duties of positions and employments indicated for the period ending 12/22/22, PAID on date 12/29/22 is approved at dollars, \$ 512,172.64  
*Mary Pat Herbert*

# Pay Day Register <sup>2</sup>

Pay Date Range 12/09/22 - 12/22/22  
 Pay Batch 2202226

| Hours Description                 | Hours       | Gross        | Withholdings and Deductions       | Gross Base   | Benefits                       | Gross Base                         |
|-----------------------------------|-------------|--------------|-----------------------------------|--------------|--------------------------------|------------------------------------|
| 207A Disability - 207A Disability | 240.0000    | 3,158.00     | Gross                             | 512,172.64   |                                |                                    |
| BERV - Bereavement                | 88.0000     | 1,902.97     | Imputed Income                    |              | Workers' Comp                  | Gross Base                         |
| CMPE 1.0 - Comp Earned @ 1.0      | 365.8750    | .00          | Federal                           | 57,428.12    | Workers Compensation - General | 25,348.44 402,107.69               |
| CMPU - Comp Time Used             | 218.2500    | 7,427.08     | FICA                              | 30,944.36    | Workers Compensation - Sewer   | 2,657.00 39,294.21                 |
| COVID - CORONA VIRUS HOUR         | 68.0000     | 1,776.09     | Medicare                          | 7,236.75     | Workers Compensation - Water   | 2,558.60 40,969.76                 |
| EDAY - Extra Day                  | 176.0000    | 6,267.28     | New York State                    | 23,938.52    | Workers Compensation 50%       | 1,218.75 8,487.18                  |
| FHDB - Floating Holiday Buy Out   | 40.0000     | 1,952.70     | 457 % Deduction                   | 4,953.27     |                                |                                    |
| FHDU - Floating Holiday Used      | 908.0000    | 25,578.63    | 457 Flat Dollar Deduction         | 11,819.94    |                                |                                    |
| FMLS - FMLA Sick Used             | 110.0000    | 4,326.00     | AFLAC POSTTAX                     | 161.33       |                                |                                    |
| HOL - Holiday                     | .0000       | .00          | AFLAC PRETAX                      | 317.56       |                                |                                    |
| OOT - Out of Title                | 746.7500    | 28,654.35    | ALLSTATE POSTTAX                  | 760.74       |                                |                                    |
| OOT OT 1.5 - Out of Title OT at   | 6.0000      | 223.53       | ALLSTATE PRETAX                   | 632.70       |                                |                                    |
| OT 1.0 - Overtime at Straight 1.0 | 35.7500     | 1,507.40     | Child Support                     | 375.00       | 750.00                         |                                    |
| OT 1.5 - Overtime @ 1.5           | 883.7500    | 36,606.72    | Child Support - Maine             | 410.00       | .00                            | BANK OF AMERICA (2) 1,425.88       |
| PRSU - Personal Used              | 277.0000    | 7,593.59     | COLONIAL LIFE POSTTAX             | 55.40        | .00                            | BANK OF AMERICA (4) 1,125.17       |
| REG - Regular                     | 11,239.5000 | 324,230.99   | FSA PRETAX                        | 576.61       | .00                            | Bank on Buffalo 3,223.29           |
| REG PT - Regular Part Time        | 233.5000    | 6,619.33     | L&M LIFE                          | 24.68        | .00                            | Chase 2,212.83                     |
| RET REF1 - Ret Refund Contrib &   | .0000       | 8,384.03     | NEW YORK LIFE                     | 301.38       | .00                            | Chase Bank 1,300.00                |
| RETRO - Retroactive Pay           | .0000       | 1,746.12     | RET ERS LOANS                     | 1,860.00     | .00                            | Citizens Bank 12,154.31            |
| RGS - Regular - Salary            | 70.0000     | .00          | RET PF SEC 414H ARREARS           | 71.30        | .00                            | Cornerstone Comm FCU 123,629.33    |
| SAL - Salary                      | .0000       | 3,806.51     | Retire ERS Tier 6 <= \$100,000    | 389.34       | 6,771.11                       | Evans Bank 3,094.21                |
| SAL PT - Salary Part Time         | .0000       | 1,865.37     | Retire ERS Tier 6 <= \$45,000     | 1,896.20     | 63,206.34                      | Financial Trust FCU 2,277.55       |
| SCKE - Sick Earned                | 10.0000     | .00          | Retire ERS Tier 6 <= \$45,000 OT  | 155.01       | 5,166.98                       | Five Star Bank 656.57              |
| SCKU - Sick Used                  | 418.0000    | 11,778.11    | Retire ERS Tier 6 <= \$55,000     | 547.24       | 16,579.91                      | HSBC 1,375.52                      |
| STIP - Stipend                    | .0000       | 423.08       | Retire ERS Tier 6 <= \$55,000 OT  | 44.13        | 1,401.84                       | Key Bank 28,062.35                 |
| VACU - Vacation Used.             | 958.5000    | 26,344.76    | Retire ERS Tier 6 <= \$75,000     | 736.81       | 17,945.95                      | KEY BANK (2) 1,440.91              |
| Total                             | 17,092.8750 | \$512,172.64 | Retire PFRS <= \$55,000           | 1,302.31     | 37,489.74                      | Key Bank (Formerly FNB) 14,828.28  |
|                                   |             |              | Retire PFRS Tier 6 <= \$100,000   | 1,041.16     | 19,504.54                      | Lockport School's FCU 1,512.26     |
|                                   |             |              | Retire PFRS Tier 6 <= \$75,000    | 1,205.68     | 30,661.86                      | M&T (MD, VA, WV, and DC) 284.08    |
|                                   |             |              | Retire PFRS Tier 6 <=             | 90.52        | 1,707.83                       | M&T Bank 54,226.91                 |
|                                   |             |              | Retire PFRS Tier 6 <= \$45,000    | 868.24       | 28,941.11                      | Navy FCU 3,414.73                  |
|                                   |             |              | Retire PFRS Tier 6 <= \$55,000    | 136.50       | 3,900.44                       | Niagara Regional FCU 2,019.59      |
|                                   |             |              | Retire PFRS Tier 6 > \$100,000    | 199.17       | 3,463.87                       | Niagara's Choice FCU 42,856.68     |
|                                   |             |              | Retire PFRS Tier 6 > \$100,000    | 63.60        | 1,106.17                       | Northwest Bank 28,076.49           |
|                                   |             |              | Retire PFRS Tier 6 <= \$75,000 OT | 40.77        | 1,165.00                       | Ontario Shores FCU 3,419.35        |
|                                   |             |              | Retire Tier 6 <= \$75,000 OT      | 139.42       | 3,770.28                       | USAA Federal Savings Bank 3,766.22 |
|                                   |             |              | Retire PFRS Tier 6 <= \$45,000    | 39.01        | 1,300.54                       | Total 3,348,480.25                 |
|                                   |             |              | Union Dues - OPEIU                | 179.04       | .00                            | Check \$10,821.38                  |
|                                   |             |              | UNION DUES POLICE                 | 1,547.72     | .00                            |                                    |
|                                   |             |              | Wage Garnishment - Flat \$ to     | 297.08       | .00                            |                                    |
|                                   |             |              | WAGE GARNISHMENT GROSS            | 84.40        | 844.00                         |                                    |
|                                   |             |              | Net                               | \$359,301.63 |                                |                                    |

City of Lockport

I HEREBY CERTIFY that the persons named in this payroll are employed solely in and have actually performed the duties of positions and employments indicated for the period ending

1/5/23, PAID on date 1/12/23  
 is approved at dollars, \$ 774,097.63  
*Mary Pat Gilbert*

Pay Day Register

Pay Date Range 12/23/22 - 01/05/23

Pay Batch 1/12/23

Pay Batch 1/12/23 Total

Employees in Pay Batch 214

Female Employees in Pay Batch 53

| Hours Description                 | Hours       | Gross        | Withholdings and Deductions      | Gross Base | Benefits                       | Gross Base           |
|-----------------------------------|-------------|--------------|----------------------------------|------------|--------------------------------|----------------------|
| 207A Disability - 207A Disability | 240.0000    | 3,158.00     | Gross                            | 774,097.63 | Health Ins 298 Class 2 Family  | 25,134.09 .00        |
| BERV - Bereavement                | 16.0000     | 453.28       | Imputed Income                   |            | Health Ins 298 Class 2 Single  | 8,086.07 .00         |
| CLAL - Clothing Allowance         | .0000       | 44,850.00    | Federal                          | 89,958.26  | Health Ins 298 Class 3 Family  | 85,173.85 .00        |
| CMPE 1.0 - Comp Earned @ 1.0      | 76.5625     | .00          | FICA                             | 47,403.18  | Health Ins 298 Class 3 Single  | 8,122.60 .00         |
| CMPE 1.5 - Comp Earned @ 1.5      | 1.0000      | .00          | Medicare                         | 11,086.34  | Health Ins 298 Class 4 Family  | 3,566.73 .00         |
| CMPU - Comp Time Used             | 180.5000    | 5,919.58     | New York State                   | 36,334.70  | Health Ins 298 Class 4 Single  | 1,217.83 .00         |
| COVID - CORONA VIRUS HOUR         | 112.0000    | 3,782.33     | 457 % Deduction                  | 5,420.05   | Total                          | \$131,301.17         |
| EDAY - Extra Day                  | 160.0000    | 5,553.64     | 457 Flat Dollar Deduction        | 11,445.38  |                                |                      |
| FHDB - Floating Holiday Buy Out   | 1,320.0000  | 48,889.47    | AFLAC POSTTAX                    | 179.03     | Workers' Comp                  | Gross Base           |
| FHDE - Floating Holiday Earned    | 4,184.3600  | .00          | AFLAC PRETAX                     | 374.62     | Workers Compensation - General | 21,512.40 405,481.03 |
| FHDU - Floating Holiday Used      | 715.0000    | 21,660.81    | ALLSTATE POSTTAX                 | 760.74     | Workers Compensation - Sewer   | 2,424.20 39,258.76   |
| FLSA - FLSA                       | .0000       | 112.41       | ALLSTATE PRETAX                  | 632.70     | Workers Compensation - Water   | 2,324.80 38,448.14   |
| FMLP - FMLA Personal Used         | 32.0000     | 707.00       | Child Support                    | 375.00     | Workers Compensation 50%       | 965.30 7,715.85      |
| FMLS - FMLA Sick Used             | 128.0000    | 4,472.78     | Child Support - Maine            | 410.00     | Total                          | \$27,226.70          |
| HOL - Holiday                     | 2,291.0000  | 56,261.47    | COLONIAL LIFE POSTTAX            | 55.40      |                                |                      |
| HOLIDAYPT - Holiday - Part Time   | 10.5000     | 226.10       | FSA PRETAX                       | 576.61     | Direct Deposits                | Amount               |
| HOLW - Holiday Worked             | 128.0000    | 6,741.17     | Health Ins 298 Class 2 Family    | 1,990.40   | Alden State Bank               | 1,301.59             |
| HOT 2.25 - Holiday Overtime 2.25  | 19.5000     | 1,827.39     | Health Ins 298 Class 2 Single    | 760.84     | Bancorp Bank                   | 2,738.43             |
| LONG - Longevity Payment          | .0000       | 124,291.95   | Health Ins 298 Class 3 Family    | 1,164.08   | Bank of Akron                  | 4,259.23             |
| OOT - Out of Title                | 570.0000    | 23,102.15    | Health Ins 298 Class 3 Single    | 500.15     | Bank of America                | 7,808.70             |
| OOT OT 1.5 - Out of Title OT at   | 24.5000     | 997.15       | Health Ins 298 Class 4 Family    | 237.78     | BANK OF AMERICA (2)            | 1,405.69             |
| OT 1 SOE - Overtime at 1.0 State  | 4.0000      | 169.04       | Health Ins 298 Class 4 Single    | 135.31     | BANK OF AMERICA (4)            | 1,764.44             |
| OT 1.0 - Overtime at Straight 1.0 | 25.0000     | 526.58       | L&M LIFE                         | 24.68      | Bank on Buffalo                | 2,400.43             |
| OT 1.5 - Overtime @ 1.5           | 2,059.5000  | 74,918.12    | NEW YORK LIFE                    | 301.38     | Chase                          | 2,229.95             |
| OT 1.5 SOE - Overtime @ 1.5       | 212.7500    | 10,073.86    | Pearl Insurance through CSEA     | 203.51     | Chase Bank                     | 1,239.21             |
| PRSE - Personal Earned            | 3,761.5000  | .00          | RET ERS LOANS                    | 1,860.00   | Citizens Bank                  | 19,377.82            |
| PRSU - Personal Used              | 313.5000    | 9,806.52     | RET PF SEC 414H ARREARS          | 21.39      | Cornerstone Comm FCU           | 194,777.36           |
| REG - Regular                     | 8,958.1500  | 263,462.67   | Retire ERS Tier 6 <= \$100,000   | 390.76     | Evans Bank                     | 4,461.38             |
| REG PT - Regular Part Time        | 158.7500    | 5,495.62     | Retire ERS Tier 6 <= \$45,000    | 1,986.41   | Financial Trust FCU            | 1,824.74             |
| RGS - Regular - Salary            | 70.0000     | .00          | Retire ERS Tier 6 <= \$45,000 OT | 567.88     | Five Star Bank                 | 592.07               |
| SAL - Salary                      | .0000       | 3,806.51     | Retire ERS Tier 6 <= \$55,000    | 611.29     | HSBC                           | 1,127.40             |
| SAL PT - Salary Part Time         | .0000       | 1,865.37     | Retire ERS Tier 6 <= \$55,000 OT | 231.94     | Key Bank                       | 44,513.04            |
| SCKE - Sick Earned                | 1,893.6250  | .00          | Retire ERS Tier 6 <= \$75,000    | 826.49     | KEY BANK (2)                   | 2,061.11             |
| SCKU - Sick Used                  | 239.0000    | 6,274.84     | Retire PFRS <= \$55,000          | 1,516.24   | Key Bank (Formerly FNB)        | 21,025.16            |
| STIP - Stipend                    | .0000       | 1,048.08     | Retire PFRS Tier 6 <= \$100,000  | 1,713.96   | Lockport School's FCU          | 2,315.42             |
| VACE - Vacation Earned            | 16,883.0075 | .00          | Retire PFRS Tier 6 <= \$75,000   | 1,534.24   | M&T (MD, VA, WV, and DC)       | 284.07               |
| VACU - Vacation Used              | 1,378.0000  | 43,643.74    | Retire PFRS Tier 6 <=            | 168.61     | M&T Bank                       | 67,420.90            |
| Total                             | 46,165.7050 | \$774,097.63 | Retire PFRS Tier 6 <= \$45,000   | 877.66     | Navy FCU                       | 5,892.37             |
|                                   |             |              | Retire PFRS Tier 6 <= \$55,000   | 50.63      | Niagara Regional FCU           | 2,084.77             |

2

**apolichette@lockportny.gov**

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**From:** Kristin Schubring <kschubring@lockportny.gov>  
**Sent:** Tuesday, January 10, 2023 3:00 PM  
**To:** apolichette@lockportny.gov  
**Cc:** cityclerk@lockportny.gov  
**Subject:** AP Fund Totals 12/28/22 SPC RUN, 1/11/23

Hi Abbey,

Invoices to be approved at the meeting on 1/11/23 are as follows:

**2022 Expenses**

Fund A General - \$227,542.01 ✓  
Fund CD Community Development - \$36,700.00  
Fund CL Refuse & Recycling - \$189.72 ✓  
Fund FX Water - \$39,253.72 ✓  
Fund G Sewer - \$51,938.42 ✓  
Fund MS Health Insurance - \$7,400.00 ✓  
Fund H Capital Projects - \$1,154,764.07 ✓  
**Total - \$1,517,787.94**

**2023 Expenses**

Fund A General - \$51,070.02  
Fund FX Water - \$3,068.73  
Fund G Sewer - \$3,069.29  
**Total - \$57,208.04**



Kristin Bernardi Schubring  
Principal Account Clerk  
Finance Department  
City of Lockport, NY  
716.439.6620

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**From:** Kristin Schubring <kschubring@lockportny.gov>  
**Sent:** Tuesday, December 13, 2022 3:09 PM  
**To:** 'apolichette@lockportny.gov' <apolichette@lockportny.gov>; 'cityclerk@lockportny.gov' <cityclerk@lockportny.gov>  
**Subject:** AP Fund Totals 12/14/22

Hi Abbey,

Invoices to be approved at the meeting on 12/14/22 are as follows:

Fund A General - \$91,315.29  
Fund CL Refuse & Recycling - \$101,805.91  
Fund FX Water - \$47,371.87

| Employee  | Primary Department             | Date       | Years |
|---|--------------------------------|------------|-------|
| 1025 LaSpada, Thomas M                                  | Public Works                   | 01/08/1999 | 24    |
| 1029 Hunt, Jason P                                      | Waste Water Department         | 01/15/2001 | 22    |
| 1034 Noon, Carol K                                      | Waste Water Department         | 01/04/2002 | 21    |
| 1214 Orton, Drew  | Fire Department                | 01/01/2003 | 20    |
| 1041 Tucker, Michael E                                  | Public Works                   | 01/10/2006 | 17    |
| 1193 Plunkett, Tina L                                   | Police Department              | 01/06/2007 | 16    |
| 1069 Belling, Aaron K                                   | Police Department              | 01/16/2007 | 16    |
| 1133 Snyder, Julie K                                    | Police Department              | 01/19/2007 | 16    |
| 1207 Swan, Roxane S                                     | Police Department              | 01/29/2007 | 16    |
| 1161 Dimmick, Clayton <i>Director of Streets</i>        | Public Works                   | 01/11/2008 | 15    |
| 1003 Dool, Jason C <i>Chief Bug Inspector</i>           | Building Inspection Department | 01/11/2008 | 15    |
| 1048 Magee, Ryan D <i>WWTP Operator</i>                 | Waste Water Department         | 01/28/2008 | 15    |
| 1163 Brewer, Megan K                                    | Building Inspection Department | 01/02/2009 | 14    |
| 1141 Vosburgh, Tricia K                                 | Police Department              | 01/23/2009 | 14    |
| 1204 Devine, Mark S                                     | City Council                   | 01/01/2016 | 7     |
| 1010 Mawhiney, Sue A                                    | City Treasurer                 | 01/01/2016 | 7     |
| 1056 Woods, Robert J                                    | Public Works                   | 01/03/2017 | 6     |
| 1165 Turner, Robert F                                   | Finance Department             | 01/04/2017 | 6     |
| 1062 Cavagnaro, Jon P <i>HED</i>                        | Public Works                   | 01/12/2018 | 5     |
| 1063 Sakellaris, Scott A <i>Tree Trimmer</i>            | Public Works                   | 01/18/2018 | 5     |
| 1064 Landry, Christian W <i>Public Works Supervisor</i> | Building Maintenance           | 01/22/2018 | 5     |
| 1170 Gelnett, Michele M <i>Sr Account Clerk</i>         | Police Department              | 01/26/2018 | 5     |
| 1213 Cafarella, Jason J                                 | City Attorney's Office         | 01/01/2019 | 4     |
| 1211 Lawson, Molly A                                    | Mayor's Office                 | 01/01/2019 | 4     |
| 1210 Roman, Michelle M                                  | Mayor's Office                 | 01/01/2019 | 4     |
| 1216 Heiman, Adam J                                     | Public Works                   | 01/31/2019 | 4     |
| 1316 Kantor, Luke D                                     | City Council                   | 01/01/2020 | 3     |
| 1315 Miskell Benedict, Laura M                          | City Attorney's Office         | 01/01/2020 | 3     |
| 1209 Van de Mark, Kelly                                 | City Council                   | 01/01/2020 | 3     |
| 1314 MacKenzie, Aaron C                                 | Fire Department                | 01/06/2020 | 3     |
| 1318 Saunders, Jason R                                  | Water Filtration               | 01/24/2020 | 3     |
| 1463 Barnard, Kristin L                                 | City Council                   | 01/01/2022 | 1     |
| 1461 Fogle, Kathryn J                                   | City Council                   | 01/01/2022 | 1     |
| 1462 Pasceri, Gina N                                    | City Council                   | 01/01/2022 | 1     |
| 1466 Wojewoda, Daniel J                                 | Building Inspection Department | 01/21/2022 | 1     |
| 1465 Bixler, Gloria S                                   | Police Department              | 01/24/2022 | 1     |

Total Employees 36



To Whom It May Concern,

My name is Brooke Chavanne and I am the current Director of Coaching at Soccer Shots Buffalo. I am writing for a request to run our youth soccer program at Altro/Willow Park located on 201 Willow Street Lockport, NY 14094 for our spring, summer, and fall seasons. We would like to run the following days:

**Saturday Morning starting at 8:30am and ending at 11:00am**

- **Starting 4/15/23 – 11/11/23**

Please let me know if this request has been approved or denied. Just to reflect, we would like to run out youth soccer program on every Saturday morning from 8:30am – 11:00am starting on 4/15/23 and ending on 11/11/23. I look forward to your response. Thank you.

-Brooke Chavanne

Director Of Coaching

Soccer Shots Buffalo





5

Happily Running  
PO Box 4371  
Ithaca NY 14852  
[races@happilyrunning.com](mailto:races@happilyrunning.com)  
607-376-RACE



To Whom it may concern

We would like to request using Wide Waters marina area for use of Beast of Burden event on the following dates

January 28th - 29th  
August 12th - 13th

Set up for both events would start around 6am on Saturday and end around 6pm on Sunday

Thank you  
Vinny Cappadora  
Happily Running

Beast of Burden  
1/28-1/29 + 8/12-8/13

**apolichette@lockportny.gov**

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**From:** Vinny Cappadora <vinny@happilyrunning.com>  
**Sent:** Wednesday, December 7, 2022 4:37 PM  
**To:** Paul Oates; Abbey Polichette  
**Subject:** [EXTERNAL] [Possible SPAM] Beast of Burden Events  
**Attachments:** CityOfLockport COI \_ Summer 23.pdf; City Of Lockport COI Winter 23.pdf

Hey Paul and Abbey -

I've attached the COI for the 2023 events. The dates are  
WINTER Jan 28-29  
SUMMER Aug 12-13

Please let me know if there's anything else you'll need from me.

--  
Thanks,  
Vinny Cappadora  
[HappilyRunning.com](http://HappilyRunning.com)  
o. 607.376.7223  
m. 631.334.5024



6

RECEIVED

DEC 16 2022

CITY CLERK OFFICE

Dec. 15, 2022

City of Lockport  
City Clerk's Office  
One Locks Plaza  
Lockport, NY 14094

Re: 47th Annual Lockport Optimist Outdoor Arts & Craft Festival

This letter is a request from the Optimist Club of Lockport for permission to hold their annual arts and craft show on Main Street (Saxton St. to Washburn St.) in Lockport June 24th & 25th 2023. The show will be open from 10:00 AM to 5:00pm. The streets will be blocked off 8:00AM each day to allow vendors time to set up their booths and remove their vehicles from the show area. We will open the street back up for thru traffic as soon as it is safe to do so. We would request that the area from Market St. north to Chestnut St. as well as the immediate show area be off limits for vendors not having a valid Lockport Outdoor Arts & Crafts show permit.

We are also asking for use of the city's trash barrels and wooden barricades. As we have in the past we would like permission to keep our golf cart at the police garage overnight Friday and Saturday. We will pick it up Saturday and Sunday mornings for use during the show.

The city will be named on an insurance binder for this event as done in the past. A copy will be given to the city clerks' office before the show.

Thank you for your consideration and continued support of this event. If there are any questions regarding the above please contact me at (716)434-2207.

Sincerely,



Ed Sandusky  
43 Woodbury Dr.  
Lockport, NY 14094

epsandusky@verizon.net





# The Historic Palace, Inc.

PO Box 19 Lockport, New York 14095

Mayor of Lockport  
Lockport, New York 14094

January 1, 2022

**On Saturday, February 12, 2022 the Historic Palace Theatre will be holding the 50th Annual Lockport 10 Open Road Race.** On behalf of the Palace, I am requesting permission from the City of Lockport to continue this strong tradition. The City will be named as an additional insured under the event's insurance provided by USA Track & Field.

In 2019 nearly 450 runners from all over Western New York, Southern Ontario and Pennsylvania finished the 10-mile, 5-mile, or two-person relay portion of the event. It is the second oldest race to be held annually in Western New York. All of the proceeds of this historic event went to the Palace Theatre to help all of its wonderful programs that benefit the greater Lockport Community.

We are requesting the city's support in providing barricades, cones, and police support in conducting a safe and successful event. We are also requesting permission to place two portable toilets in the parking lot of Widewater Marina for the runners convenience.

In addition, I would like to request the support of the Lockport Police Department and the Lockport Fire Department for traffic control during the race. The Niagara County Sheriff's Department and the New York State Police will be contacted to lend support for traffic control in addition to numerous volunteers to guide the runner safely along the course.

**There will be a safety meeting with all support agencies on Wednesday, February 9 at 4:00PM at the Palace to cover logistics, event safety, and the race day timeline.**

The race will be at 9:00AM on race day in front of the Palace. The runners will finish in front of the Palace. In the City the race course will travel out and back along Market Street. A course map is enclosed with this letter.

Traffic will need to be stopped on East Avenue between Elm and Charles Streets for the duration of the race (8:00AM - 12:00PM). Elm Street will need to be closed to traffic for the finish of the race. Traffic flow on Market Street will need to be disrupted to accommodate the runners. All traffic volunteers will be trained on proper procedures for conducting a safe event. From the start of the race to the time that the last finisher crosses the finish line is approximately two hours and 2:30 minutes. All closed roads will be opened to traffic as soon as possible.

The Mayor and all Common Council members are invited to either participate or join us for the ceremonial start of the race.

Sincerely,

Jeff Tracy, Race Director  
716.622.9487  
ScoreThisJeff@gmail.com

Insurance needed

2/13/2015

USATF - Certified Course Map

Loc



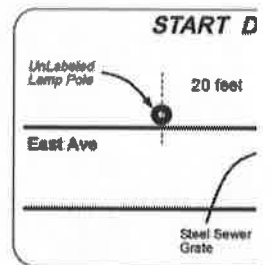
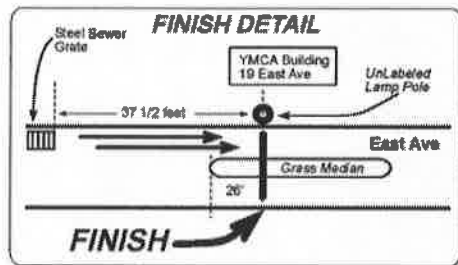
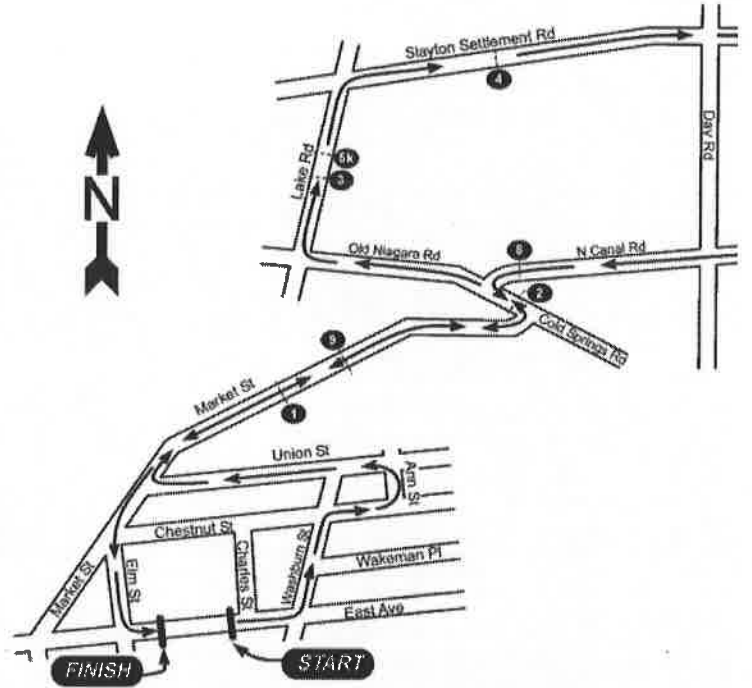
**Certified Course**

**NY15001JJ**

Effective: 1/02/2015

Through: 12/31/2025

|                     |                               |
|---------------------|-------------------------------|
| Course Distance:    | 10 Miles                      |
| Date Measured:      | December                      |
| Measured By:        | Jeff John<br><b>BuffaloRt</b> |
| Calibration Course: | NY14001                       |
| Notes:              | Map not to have use o         |



## Urban Park Towers Project Description

Orbach Affordable Housing Solutions, LLC ("OAHS") is a long-time owner in the affordable arena and has many years of experience with preservation rehabs. In 2020, LH Urban Park Towers LLC, an affiliate of OAHS, acquired Urban Park Towers Apartments ("Urban Park"). Urban Park is a 150-unit Senior Section 8 project located at 77 Main Street, Lockport, NY 14094. OAHS acquired the housing with the goal of securing financing to complete a substantial renovation of the property. The development planning process is now nearing completion and OAHS anticipates closing on the financing for this rehabilitation by the end of this year.

The proposed financing structure includes tax-exempt bonds from the Niagara County Industrial Development Agency and as-of-right 4% tax credits from NY Homes and Community Renewal. RedStone Mortgage will provide the mortgage debt financing and Raymond James will provide the tax credit equity. To facilitate the new financing, the property will be transferred to a new ownership entity that will then transfer the property's beneficial ownership to a related not-for-profit Housing Development Fund Corporation. The PILOT agreement with the City of Lockport is a critical component of this project and the financing structure and will need to be revised/redrafted to reflect the ownership structure and tax exempt financing with IDA.

The planned renovations include, but are not limited to, kitchen and bathroom renovation, parking lot repairs, exterior lighting upgrades, hallway and lobby renovation, Façade repairs and roof replacement. A preliminary construction budget is attached.

**Urban Park Apartments**  
**Preliminary Scope/Budget**  
**7/27/2021**

| Item  | Quantity | Unit Cost | Sub-Total          |
|---|----------|-----------|--------------------|
| <b>Number of Units / ADA Units</b>  | 150 / 8  |           |                    |
| <b>Building Interiors</b>   |          |           |                    |
| <b>Bathrooms</b>  |          |           |                    |
| Bathroom renovation (demo, straighten walls, frame and level ceiling, install gfi's, sheetrock, durock, ceramic tile install, install sink, vanity, faucet, med cab, tub faucet and shower curtain rod, new tub and new toilet, new plumbing, tile stops) | 150      | \$7,500   | <b>\$1,125,000</b> |
| Sheet Vinyl floor and base  | 150      | \$350     | <b>\$52,500</b>    |
| Lighting Replacement  | 150      | \$100     | <b>\$15,000</b>    |
| New Medicine Cabinets   | 150      | \$100     | <b>\$15,000</b>    |
| Grab bars   | 150      | \$250     | <b>\$37,500</b>    |
| New exxhaust  | 150      | \$250     | <b>\$37,500</b>    |
| Bathroom accessories  | 150      | \$150     | <b>\$22,500</b>    |
| ADA units   | 8        | \$2,500   | <b>\$20,000</b>    |
| <b>Kitchens</b>   |          |           |                    |
| Demo existing and supply and Install Kitchen Cabinets with Countertops and Backsplash   | 150      | \$4,500   | <b>\$675,000</b>   |
| Supply and Install LVT flooring and dispose of existing   | 150      | \$1,000   | <b>\$150,000</b>   |
| Microwave Range Hoods   | 150      | \$300     | <b>\$45,000</b>    |
| Refrigerators   | 150      | \$750     | <b>\$112,500</b>   |
| Stoves  | 150      | \$500     | <b>\$75,000</b>    |
| CAV   | 150      | \$250     | <b>\$37,500</b>    |
| Garbage Disposal and Plumbing work  | 150      | \$750     | <b>\$112,500</b>   |
| Lighting Replacement  | 150      | \$100     | <b>\$15,000</b>    |
| GFI outlets   | 150      | \$250     | <b>\$37,500</b>    |
| ADA Units   | 8        | \$2,500   | <b>\$20,000</b>    |
| <b>General Interior (BR/LR/DR)</b>  |          |           |                    |
| Replace elecric fin tube radiators and enclosures   | 150      | \$500     | <b>\$75,000</b>    |
| Smoke/CO2 Detectors   | 150      | \$500     | <b>\$75,000</b>    |
| Replace front door hardware   | 150      | \$150     | <b>\$22,500</b>    |
| Heavy Duty Slide Track for Closet Doors   | 150      | \$150     | <b>\$22,500</b>    |
| Light Fixtures in Hallway   | 150      | \$100     | <b>\$15,000</b>    |
| Furnish and install inteior doors and hardware  | 150      | \$1,000   | <b>\$150,000</b>   |
| Misc. Carpentry   | 150      | \$300     | <b>\$45,000</b>    |
| Supply and Install new shelving and poles (3 closets)   | 150      | \$450     | <b>\$67,500</b>    |
| Install and Supply 5 1/4" base molding  | 150      | \$300     | <b>\$45,000</b>    |
| Painting  | 150      | \$1,800   | <b>\$270,000</b>   |
| Rough and fine clean apartment  | 150      | \$500     | <b>\$75,000</b>    |
| HVI unit upgrades   | 3        | \$2,500   | <b>\$7,500</b>     |
| Supply and Install LVT flooring and dispose of existing   | 150      | \$2,500   | <b>\$375,000</b>   |

**Urban Park Apartments**  
**Preliminary Scope/Budget**  
**727/2021**

| Item  | Quantity | Unit Cost   | Sub-Total          |
|---|----------|-------------|--------------------|
| <b>Common Areas</b>   |          |             |                    |
| Hallway Renovation (Painting, new VCT Floor, New lighting fixtures, install cove base 4 1/4") | 12       | \$25,000    | \$300,000          |
| Elevator Upgrades   | Lump Sum | \$400,000   | \$400,000          |
| Community Room and bathrooms  | Lump Sum | \$50,000    | \$50,000           |
| Replace exit lights   | 12       | \$2,500     | \$30,000           |
| Lobby Renovation  | Lump Sum | \$25,000    | \$25,000           |
| Stairwell painting  | Lump Sum | \$40,000    | \$40,000           |
| Replace Intercom system   | Lump Sum | \$75,000    | \$75,000           |
| Upgrade security system   | Lump Sum | \$100,000   | \$100,000          |
| Management/Leasing Office renovations   | Lump Sum | \$25,000    | \$25,000           |
| Door switches at trash rooms  | 12       | \$250       | \$3,000            |
| Backup Generator  | Lump Sum | \$100,000   | \$100,000          |
| replace Hot water heaters   | Lump Sum | \$50,000    | \$50,000           |
| Common Area wifi  | Lump Sum | \$25,000    | \$25,000           |
| Pendant Emergency Response System   | Lump Sum | \$75,000    | \$75,000           |
| New Compactor   | Lump Sum | \$50,000    | \$50,000           |
| <b>Site Improvements</b>  |          |             |                    |
| Repair walks, curbs, ramp   | Lump Sum | \$25,000    | \$25,000           |
| Asphalt Parking Lot Repairs and Seal coat/Stripe in back                                      | Lump Sum | \$50,000    | \$50,000           |
| Landscaping, benches and fencing  | Lump Sum | \$25,000    | \$25,000           |
| Exterior Lighting Upgrades  | Lump Sum | \$20,000    | \$20,000           |
| <b>Building Envelope</b>  |          |             |                    |
| Update Façade, Repairs, power washing   | Lump Sum | \$1,150,000 | \$1,150,000        |
| New Canopy and Signage  | Lump Sum | \$35,000    | \$35,000           |
| Storefront Entrance   | Lump Sum | \$25,000    | \$25,000           |
| Roof replacement  | Lump Sum | \$750,000   | \$750,000          |
| New Air Handlers / Exhaust fans   | Lump Sum | \$250,000   | \$250,000          |
|   |          |             | <b>\$7,528,000</b> |

| <b>Cost Breakdown</b>     | per unit (150)  |                    |
|---------------------------|-----------------|--------------------|
| <b>Building Interiors</b> | \$25,666.67     | <b>\$3,850,000</b> |
| <b>Common Areas</b>       | \$8,986.67      | <b>\$1,348,000</b> |
| <b>Site Improvements</b>  | \$800.00        | <b>\$120,000</b>   |
| <b>Building Envelope</b>  | \$14,733.33     | <b>\$2,210,000</b> |
|                           | <b>\$50,187</b> | <b>\$7,528,000</b> |

|                                |                    |
|--------------------------------|--------------------|
| <b>General Conditions (6%)</b> | <b>\$451,680</b>   |
| <b>Overhead (2%)</b>           | <b>\$150,560</b>   |
| <b>Profit (6%)</b>             | <b>\$451,680</b>   |
| <b>Total</b>                   | <b>\$8,581,920</b> |
| <b>Contingency (10%)</b>       | <b>\$858,192</b>   |



**Urban Park Apartments**  
Preliminary Scope/Budget  
7/27/2021

| Item                          | Quantity | Unit Cost | Sub-Total          |
|-------------------------------|----------|-----------|--------------------|
| <b>Total Hard Cost Budget</b> |          |           | <b>\$9,440,112</b> |

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*Symptom Management & Caregiver Relief*

4675 Sunset Drive  
Lockport, NY 14094-1231  
Phone: 716-439-4417  
TDD: 1-800-662-1220  
NiagaraHospice.org

**Attn: Michael Hoffman**  
**City of Lockport Clerk's Office**  
**1 Locks Plaza**  
**Lockport, NY 14094**  
December 14, 2022

Dear Michael,

Thank you for your continued support of the Hospice Gran Fondo.

We are planning for a great event this year and we would like to request **Saturday, August 5th, 2023** for this year's race. We plan to keep the same three routes as we did last year with our start and finish line at Niagara Hospice, 4675 Sunset Drive, Lockport. We would also like to request the closure of W. Jackson St. from 7:00am-1:00pm on Saturday, August 5<sup>th</sup>, 2023.

I would be glad to come and discuss the event if needed and answer any questions you might have. Our event continues to raise thousands of dollars for Niagara Hospice and is becoming a "bucket list" race in the area.

We are looking forward to this year and appreciate your continued support. If you have any questions or concerns, please feel free to contact me at 716-280-0766.

Sincerely,

Allison Bolt  
**Special Events Coordinator**  
Niagara Hospice  
4675 Sunset Drive  
Lockport, NY 14094



*Serving Niagara  
County residents  
since 1988*

10, 11, 12

**apolichette@lockportny.gov**

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**From:** Tim Russo <trusso@lockportny.gov>  
**Sent:** Thursday, January 19, 2023 9:49 AM  
**To:** apolichette@lockportny.gov  
**Cc:** cityclerk@lockportny.gov; 'Michelle Roman'; 'Sue Mawhiney'; 'Laura Miskell Benedict'  
**Subject:** RE: Resolutions for Next Week  
**Attachments:** Billing RFP Bid 1.pdf; Billing Bid 2.pdf; Consultation Bid.pdf; Recovery Backup.pdf; Resolutions.docx

Hello,

Attached in the word doc are three resolutions, two to accept the RFPs and 1 for insurance recoveries. Backup is also provided in pdf files.

Thanks,



Timothy Russo  
Director of Finance  
Finance Department  
City of Lockport, NY  
716.439.6631

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**From:** Tim Russo <trusso@lockportny.gov>  
**Sent:** Wednesday, January 18, 2023 12:47 PM  
**To:** 'apolichette@lockportny.gov' <apolichette@lockportny.gov>  
**Cc:** 'cityclerk@lockportny.gov' <cityclerk@lockportny.gov>; 'Michelle Roman' <romanforlockport@gmail.com>; 'Sue Mawhiney' <smawhiney@lockportny.gov>; 'Laura Miskell Benedict' <lmiskell31@hotmail.com>  
**Subject:** Resolutions for Next Week

Hello,

I will have two resolutions for next week-

- Accept bid for the Emergency Medical Services Billing RFP
- Accept bid for Ambulance Consultation Services RFP

I am pulling the resolutions for the financial policies until a later point given the status of the council.

Thanks!



Timothy Russo  
Director of Finance  
Finance Department  
City of Lockport, NY  
716.439.6631