TOWN OF CONCORD TOWN BOARD MEETING November 12, 2026
6:00 p.m.

MEETING CALLED TO ORDER BY PHILIP DROZD, SUPERVISOR,
at 6:00 p.m.

ROLL CALL: PHILIP DROZD, SUPERVISOR
CLYDE M. DRAKE, COUNCIL MEMBER
KENNETH D. ZITTEL, COUNCIL MEMBER
KENNETH KASSEL, COUNCIL MEMBER
KIMBERLY S. KRZEMIEN, COUNCIL MEMBER

ALSO PRESENT: LAURA SAFFORD, Town Clerk
LARRY K. HEIM, Hwy Supt
BRIAN F. ATTEA, Town Atty
THOMAS ROBERTS, Code Enforcement Officer
ERIC WIEDEMANN, Code Enforcement Officer

Barbara Lipka
Patrick Bishop
Eric Williams
Alice Guerney

INVOCATION DELIVERED BY TOWN CLERK SAFFORD

PLEDGE TO THE FLAG LED BY COUNCIL MEMBER DRAKE

ITEM #1 COMMUNITY ENGAGEMENT TEAM

Deputy Miller said that in October there were 115 calls, 12 crashes, 30 traffic stops, 7 traffic complaints and 4 arrests. He added that Shop with a Cop is almost ready to go.

ITEM #2 CONSENT AGENDA

a) Approval of Minutes:
(1) Public Hearing – CDBG – 10/8/26
(2) Public Hearing – Preliminary Budget – 10/20/26
(3) Town Board Meeting – 10/8/26
(4) Work Session—10/8/26

Motion by Council Member Drake, seconded by Council Member Zittel, to approve Consent Agenda, Items 1-4. All members voting aye. Carried.

b) Monthly Reports:
(1) Code Enforcement Report – October 2026
(2) Dog Control Officer Report – October 2026
(3) Town Clerk Report – October 2026
(4) Judge Frank – October 2026
(5) Judge Gibbin – October 2026
(6) Senior Director Report – October 2026
(7) Assessor's Report – October 2026
(8) Supervisor's Report – September 2026

Motion by Council Member Kassel, seconded by Council Member Krzemien, to approve Consent Agenda, Items 1-8. All members voting aye. Carried.

ITEM #3 RESIDENT CONCERNS

Alice Gurney came representing a group of residents from Trevett Road. At the advice of their attorney, Rodney Personius, they filled out a violation investigation form for the code enforcement officers in regards to a property on Trevett Road. They have put together a packet of information and mailed it to the CEO and the Planning Board

chairman. As a courtesy to the Town Board, she brought a copy and gave it to Supervisor Drozd.

ITEM #4 HIGHWAY DEPARTMENT

a) Hwy Supt Heim read his Monthly Report, and read the letter that he came up with for the public in regards to the road salt issues. That will be in the Springville Journal, and will be posted on the website. He and asked the Board to receive and file his report. Motion by Council Member Zittel, seconded by Council Member Kassel. All members voting aye. Carried.

ITEM #5 OLD BUSINESS

a) KBCRWWTP Update-On the advice of Town Atty Attea, the Town will pay the fine from the DEC that was lowered from $65,000 to $3,300. The check was mailed to them this week.

b) KB Watermain Extension – The punch list is done for this project, and there are no residents hooked up yet. The residents will be billed starting January 1st, and are getting their estimates from the two approved contractors-Ehmke and Willey. At this point there is a large water use happening somewhere on the line. Tim Domes and MDA are working on trying to find where the issue is coming from.

ITEM #6 NEW BUSINESS

a) Audit of the Bills – Council Member Kassel audited the Bills this month.

Year 2026 Abstract 11:
General Fund A, Abstract 11, $165,538.02
General Fund B, Abstract 11, $922.57
Concord Senior Van, Abstract 11, $984.59
Craneridge Sewer, Abstract 11, $6,009.78
Highway DB, Abstract 11, $108,664.15
Kissing Bridge Water, Abstract 11, $32,265.18
Kissing Bridge Sewer, Abstract 11, $302.33

Motion by Council Member Kassel, seconded by Council Member Krzemien, to approve the bills as presented. All members voting aye. Carried.

b) Adopt Budget Year 2027

RESOLUTION NO. 16 DATE: November 12, 2026

I hereby certify that at a meeting of the Town Board of the Town of Concord held at the Town Hall in the Town of Concord on the 12th day of November, 2026 a Resolution was adopted of which the following is a true copy.

Council Member Drake, moved the adoption of Resolution 16, seconded by Council Member Zittel:

WHEREAS, Town Clerk Safford had published the Notice of Public Hearing for the Preliminary Budget in the Springville Journal on October 8, 2026. Said Notice of Public Hearing was also posted on the Town of Concord website: townofconcordny.gov and on the signboard at the Town Hall on October 8, 2026;

WHEREAS, that the Town Board of the Town of Concord held the public hearing on Tuesday, October 20, 2026;

NOW, THEREFORE BE IT

RESOLVED, that the Town Board of the Town of Concord does hereby adopt the 2027 Budget.

Voting as follows:

Council Member Drake	Aye
Council Member Kassel	Aye
Council Member Krzemien	Aye
Council Member Zittel	Aye
Supervisor Drozd	Aye

c) Approve Special Use Permit for AMVETS Post 219- the Planning Board approved this permit at the November 3rd meeting.

Motion by Council Member Kassel, seconded by Council Member Krzemien. All members voting aye. Carried.

Motion was made by Council Member Kassel to waive the fee for the sign permit that is now needed for the AMVETS since the Special Use Permit was approved, and it was seconded by Council Member Krzemien. All members voting aye. Carried.

d) Approve demo of 13062 Belscher Road-The Highway Department will be demolishing the property on November 16, 2026, with help from the Village.

Motion by Council Member Zittel, seconded by Council Member Krzemien. All members voting aye. Carried.

e) Highway snowplow price increase-Highway Supt. Heim got approval from the Board last month to purchase the plow, but Valley sold that plow to someone else. The next cheapest quote that Supt. Heim had was from Cassulo's, which will be $10,872.68.

Motion by Council Member Krzemien, seconded by Council Member Zittel. All members voting aye. Carried.

f) Highway purchase of 2027 Western Star plow equipment and body-the price of this is approximately $148,000, and it will not be ready for 12-18 months. There are two old trucks that have cost a lot to fix, and they should have been replaced before now. Highway Supt. Heim asked the Board to consider getting two truck bodies ordered right now instead of one, since they will not be ready for 12-18 month, and don't have to be paid for until then. Ordering them now locks in the price. The money is available in the budget, but if something happens and the Town is unable to purchase them when they are ready there will not be a problem selling either truck since there is usually a wait list.

Motion by Council Member Zittel, seconded by Council Member Kassel to order two truck bodies with the plow equipment. All members voting aye. Carried.

g) Accept resignation of Bill Eckert, van driver-Supervisor Drozd read the resignation letter that Mr. Eckert sent. There was an ad placed in the Journal, and an ad on Indeed to try and find his replacement

Motion by Council Member Drake, seconded by Council Member Krzemien, to accept with regret. All members voting aye. Carried.

h) Declare decorative flower bed brick from the park as surplus

Motion by Council Member Zittel, seconded by Council Member Krzemien. All members voting aye. Carried.

i) Accept resignation of Julie Zybert from the Planning Board-as discussed in the

work session she will be reappointed in December.

Motion by Council Member Drake, seconded by Council Member Zittel. All members voting aye. Carried.

j) Approve Kaufman Utz 2027 contract-The price will be $23,700 for 2027. Council Member Drake let the rest of the Board know that one of the items listed on the contract that Kaufman Utz is supposed to be doing for the Town is an amortization schedule on the BAN or bond. In the closing of the bonds, Jeff Smith always fills out that schedule, so it is not something that Kaufman Utz would need to do, but it may be needed for a BAN. He doesn't feel that Kaufman Utz is doing a good job keeping up on breaking out the interest by account on the New York class savings, and that needs to be taken care of by the end of the year.

Motion by Council Member Drake, seconded by Council Member Kassel. All members voting aye. Carried.

k) Approve Cert. of Substantial Completion of KB Watermain Ext.

Motion by Council Member Krzemien, seconded by Council Member Zittel. All members voting aye. Carried.

l) Approve Change Order #5 for KB Watermain Ext.

Motion by Council Member Zittel, seconded by Council Member Kassel. All members voting aye. Carried.

m) Approve payment application #2 for KB Watermain Ext.-this will be the final payment, in the amount of $23,362.40

Motion by Council Member Krzemien, seconded by Council Member Drake. All members voting aye. Carried.

ITEM #7 COUNCIL MEMBER NOTES

Supervisor Drozd had the following notes:

-HEAP will be at the Senior Center on 2/9/27
-Placemats were ordered for the Senior Center, and they were free. There are thousands of them.
-The generator at the Senior Center needed to have work done to it which will be $8000.
-The yearly training was held at the Senior Center; some employees still need to attend and will be doing an online course to complete the training on 11/17/2026.

Council Member Drake spoke with the former mayor of the Village about the Maplewood Cemetery. There should be more communication coming from the board of that cemetery in the future.

ITEM #8 EXECUTIVE SESSION

Supervisor Drozd advised that there would be an Executive Session this evening regarding personnel matters, and a possible litigation. Motion by Supervisor Krzemien, seconded by Council Member Zittel, to go into Executive Session at 6:58 p.m. Town Atty Attea was invited to join Executive Session. All members voting aye. Carried. Supervisor Drozd advised that action will be taken after the Executive Session. CEO Roberts and Wiedemann were invited into Executive Session at 7:50 p.m.

Motion by Council Member Drake, seconded by Council Member Zittel, to come out of Executive Session at 8:05 p.m. All members voting aye. Carried.

While in Executive Session the Board Members spoke about the inspections that need to happen at the KB bridge because of concerns that CEO Roberts has about the

safety of the bridge. Azar Engineering is going to do two inspections-one for the bridge condition, and one for the load rating, and will be billing the Town $23,000. This needs to be done because an emergency situation exists, and Azar Engineering was listed as a Town engineering firm at our January 2026 Organizational Meeting. Supervisor Drozd will meet with Kissing Bridge owner Rhett McNulty at a later date to discuss this bill.

ITEM #9 MOTION TO ADJOURN

Motion by Supervisor Drozd, seconded by Council Member Zittel, and passed unanimously, to adjourn the meeting at 8:08 p.m. in memory of:

Beth McCabe
Maralee McDonald
Nancy L. Shrader
John Weismantel
Robert McCoy
Jean Krzemien
Barbara Snashell
Teresa Stockwell

_____

Laura Safford
Town Clerk