

Finance & Budget Committee Meeting
5:15 p.m.



REGULAR MEETING
Jamestown High School
Auditorium
350 East Second Street, Jamestown, New York – 6:00 p.m.
Tuesday, October 10, 2017

AGENDA

- | | | |
|-------|----------------------------------------------------------------|---------------|
| I. | Call to Order | P. Abbott |
| II. | Roll Call | J. Walter |
| III. | Approval of Minutes – 9/26/17 | P. Abbott |
| IV. | Additions/Deletions to the Agenda | P. Abbott |
| V. | Open Session - 3/5 Minutes – Individual/Group | P. Abbott |
| VI. | Superintendent’s Report | B. Apthorpe |
| VII. | Consideration of Financial Matters | V. Connors |
| | a. Approval of School Tax Refunds | |
| | b. Approval of Chautauqua County Transportation Contract | |
| | c. Approval to Excess Vehicles | |
| | d. Approval of Change Orders | |
| | e. Approval of Crescent Street Warehouse SEQRA Resolution | |
| VIII. | Personnel Matters | K. Peterson |
| | a. Instructional Personnel | |
| | b. Non-Instructional Personnel | |
| | c. Medical examination | |
| IX. | Pupil Personnel Services | J. Panebianco |
| | a. CSE Minutes and Placement Recommendations | |
| | b. CPSE Minutes and Placement Recommendations | |
| X. | Old Business | B. Apthorpe |
| XI. | New Business | |
| | a. Audit presentation | V. Connors |
| | i. Acceptance of 2016-2017 Audited Financial Reports | |
| | b. 2018-2019 Budget Development Calendar | V. Connors |
| | c. Presentation on transition from First Class to Google Apps. | C. Marzec |
| | d. Executive session | |
| | i. Personnel matters | |
| XII. | Announcements | |
| XIII. | Adjournment | |

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School Tax Refunds:

WHEREAS, an adjustment to the Tax Rolls for 2017 is required as follows:

Property	Adjustment – Clerical Error:	Original Bill	Correct Tax
387.14-6-24	incorrectly removed STAR exemption	\$627.84	\$39.24

NOW, THEREFORE, BE IT RESOLVED that the property owner be issued a refund of \$588.60.

Chautauqua County Transportation Contract:

WHEREAS, Chautauqua County and Jamestown City School District had a contractual agreement for the transportation of preschool children with disabilities through August 2017, and

WHEREAS, the two parties have reached an agreement to extend the contract through August 2019, and beginning in 2017-18 for Chautauqua County to reimburse Jamestown at a daily rate of \$23.78 per each child transported, a per vehicle rate of \$1.38 per mile traveled, and \$10.20 per hour for each aide that travels with children, and effective January 1, 2017 to reimburse the minimum wage per hour for each aide that travels with children, and

WHEREAS, beginning in 2018-19 for Chautauqua County to reimburse Jamestown at a daily rate of \$24.26 per each child transported, a per vehicle rate of \$1.44 per mile traveled, and reimburse the minimum wage per hour for each aide that travels with children,

NOW, THEREFORE, BE IT RESOLVED that the extended agreement for transportation of Chautauqua County preschool children with disabilities for the period September 1, 2017 through August 31, 2019 is hereby approved.

BE IT FURTHER RESOLVED that Mr. Vernon Connors, Director of Finance & Business Affairs, is hereby authorized to execute said agreement.

Excess Vehicles:

WHEREAS, the District has vehicles that have been placed out of service due to age, mileage, and condition, and

WHEREAS, the District desires to declare the vehicles excess and solicit bids for their sale,

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NOW, THEREFORE, BE IT RESOLVED that the vehicles in the following list are declared excess and that bids are solicited for their sale.

Veh #	Year	Make	Model	VIN #	Miles
FS2	2005	Chevy	Van	1GCEG15X251209044	43,775
M13	2000	Chevy	2500	1GBCK24R5YR209727	56,093

Change Order:

WHEREAS, the District proposes changes to the work as follows:

Bush Elementary School Project 0010-009:

General Construction (GC-2-1) EE Austin & Son: \$24,817: Provide all labor and materials to replace the library carpet, and to renovate Room 12.

NOW, THEREFORE, BE IT RESOLVED that the change order for this work is approved and, that Vernon Connors, Director of Finance and Business Affairs, is hereby authorized to execute said change orders.

Approval of Crescent Street Warehouse and SEQRA Resolution

**NEGATIVE DECLARATION
Determination of Non-Significance**

Lead Agency: Jamestown City School District

Date: October 10, 2017

This notice is issued pursuant to Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act) of the Environmental Conservation Law.

The Jamestown City School District Board of Education (the "District" or "Board"), as lead agency, has reviewed the proposed sale of 504 and 510 Crescent Street, Jamestown, New York (the "action") and determined that it will not have a significant adverse environmental impact and that a Draft Environmental Impact Statement will not be prepared.

Name of Action: Sale of 504 and 510 Crescent Street, Jamestown, New York.

Location of Project Site: 504 and 510 Crescent Street, Jamestown, New York; SBL Nos.: 370.20-7-24 and 370.20-7-25 (the "Property"). A location map is attached to Part 1 of the Environmental Assessment Form ("EAF").

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SEQRA Status: Unlisted Action (uncoordinated review)

Description of Action:

The District proposes to sell, subject to certain contingencies, including the approval of the sale by the residents of the District, the Property through a public auction. The Property contains a warehouse facility, which is currently not in use by the District. The purchaser of the Property is not yet known, as the auction process has not yet been completed. Following the auction, the District will enter into a contract with the winning bidder, and the sale would need to be approved by referendum. It is expected, however, that the prospective purchaser will renovate and reuse the warehousing facility building consistent with the current City of Jamestown Zoning Law. The District has evaluated the most intensive uses that are permitted in the applicable zoning district, as any use of the Property by a prospective purchaser would be speculative at this time, because there is no specific reuse plan to review and evaluate. It is anticipated, that in the event the sale is consummated and the purchaser seeks to reuse the property, any development or zoning approvals that the purchaser would require must necessarily include a review under SEQRA that evaluates the specifics of the intended reuse.

Reasons Supporting this Determination:

The District has identified the relevant areas of environmental concern and has taken a hard look at each of the identified areas as required by the State Environmental Quality Review Act ("SEQRA"). The District compared the proposed action with the criteria for determining significance identified in 6 NYCRR § 617.7(c)(1) and in accordance with 6 NYCRR § 617.7(c)(2) and (3). As indicated below in the discussion of each criterion specified in 6 NYCRR § 617.7(c)(1), the action will not have a significant adverse impact on the environment.

(i) a substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic or noise levels; a substantial increase in solid waste production; a substantial increase in potential for erosion, flooding, leaching or drainage problems;

The sale, renovation, and potential reuse of the Property will mostly likely involve construction and operating activities within or around the existing warehouse facility. The outdoor site will likely remain largely the same. Overall, the action will not create a substantial increase in the potential for erosion, flooding, leaching or drainage problems or a substantial adverse change in existing ground or surface water quality or quantity.

Reuse of the site will not create a significant increase in traffic or noise levels at the site. With respect to traffic, use of the building should remain consistent with existing levels, with an increase upon redevelopment/reuse. Noise will be contained within the structure and there will not be any significant adverse impacts from noise.

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Similarly, the action will not create a substantial adverse change in existing air quality. Any air quality impacts from potential construction to renovate the building will be temporary and will not be significant.

Construction and demolition debris from building renovation will be disposed at appropriate off-site waste facilities. The reuse of the building will create an increase in solid waste production as compared to the current level generated. However, it will not be significant.

(ii) the removal or destruction of large quantities of vegetation or fauna; substantial interference with the movement of any resident or migratory fish or wildlife species; impacts on a significant habitat area; substantial adverse impacts on a threatened or endangered species of animal or plant, or the habitat of such a species; or other significant adverse impacts to natural resources;

The Property has existed in this urban area for many years, and it does not contain unique natural resources. Proposed reuses would be within the building, without construction of significant additions. The sale, potential renovations, and reuse of the site will not result in the removal or destruction of large quantities of vegetation or fauna or substantially interfere with the movement of resident or migratory fish or wildlife. The Property does not contain significant habitat area, and the action will not have a substantial adverse impact on a threatened or endangered species of animals or plants, or the habitat of such a species, or have other significant impacts to natural resources.

(iii) the impairment of the environmental characteristics of a Critical Environmental Area as designated pursuant to subdivision 617.14(g) of this Part;

The property is not located within or in close vicinity to a Critical Environmental Area as designated under 6 NYCRR § 617.14(g). Therefore, there will be no impairment of the environmental characteristics of a Critical Environmental Area.

(iv) the creation of a material conflict with a community's current plans or goals as officially approved or adopted;

The Property is located within the City of Jamestown's Manufacturing (M) Zoning District. The M Zoning District permits heavy industrial uses, as well as lighter industrial and commercial uses. Among the permitted uses includes all those uses allowed in the Light Manufacturing (L-M) Zoning District. A "[w]arehouse for enclosed storage of goods and materials" is a permitted use in both the L-M and M Zoning Districts. This represents a legislative determination that the use is consistent with the community's goals and plans as officially approved or adopted. The zoning map and the City's comprehensive plan designate this area of the City for commercial/industrial purposes. Sale of the Property for continued use as a warehouse, or for any of the proposed uses set forth in the Zoning Law as allowed in the M Zoning District, is consistent with the community's plans and goals. If reuse of the Property contemplates a change in use,

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site plan review will be required, thus triggering SEQRA review for a specific development proposal.

(v) the impairment of the character or quality of important historical, archeological, architectural, or aesthetic resources or of existing community or neighborhood character;

The building is not listed on the National or State Register of Historic Places. The Property is located within an archeologically sensitive area. As noted above, there is no proposal to significantly alter the exterior of the structure. Thus, there will not be a significant adverse impact to historical, archeological, architectural, or aesthetic resources or of existing community or neighborhood character.

(vi) a major change in the use of either the quantity or type of energy;

There will be some change in the quantity of energy used upon sale, as the building is likely to be renovated and put to some reuse. However, the reuse of the building will not create a major change in the quantity of electricity or natural gas to be used and will not affect the community's sources of fuel or energy supply. Renovations to the building will promote energy efficiency and use energy-efficient materials that meet the State energy code requirements.

(vii) the creation of a hazard to human health;

The sale, renovation, and reuse of the property will not create a hazard to human health. It is noted that there is a site that has been remediated within a mile of the Property (the "Site").

The nature and extent of the contamination, prior to remediation, is described as follows: Contamination of soil in the parking lot area of the site (PCBs-up to 10.7 ppm; Lead-up to 33,100 ppm) was excavated and removed from the site in 2000. The levels of groundwater contamination reported during the RI were: TCE (up to 830,000 ppb), DCE (up to 34,000 ppb) and Vinyl Chloride (up to 3,200 ppb). The Responsible Party began addressing the groundwater contamination by in-situ and ex-situ treatment beginning in 1998. The subsurface soil at the site consists of sand, silt, gravels, fill, and slag. The subsurface soil varies from 7 to 15 feet in depth which is underlain by shale bedrock. The surface water and groundwater flow towards the Chadokoin River which is immediately adjacent to the site. The Remedial Action required by the ROD was conducted at the site during 2007. The remediation addressed the contamination located along the river bank and in sediments in the Chadokoin River. The installation of a barrier wall along the riverbank, coupled with the on-going Groundwater Collection and Treatment System will mitigate contamination migration at the site. The site is being monitored under an operation, maintenance and monitoring Plan. The Site Health Assessment by NYSDEC is as follows: No one is expected to come in contact with contamination from this site. All the homes and businesses in this area are served by public water.

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(viii) a substantial change in the use, or intensity of use, of land including agricultural, open space or recreational resources, or in its capacity to support existing uses;

The Property is already a developed, urban site. There will be no impact on agricultural resources. There will be no impact on open space or recreational resources.

(ix) the encouraging or attracting of a large number of people to a place or places for more than a few days, compared to the number of people who would come to such place absent the action;

The reuse of the property will not serve as an attraction for a large number of people. There will be no such impacts.

(x) the creation of a material demand for other actions that would result in one of the above consequences;

The action will not create the material demand for any other actions that would result in one of the above consequences.

(xi) changes in two or more elements of the environment, no one of which has a significant impact on the environment, but when considered together result in a substantial adverse impact on the environment; or

The action will not result in changes to two or more elements of the environment which, when considered together, would result in a substantial adverse impact on the environment.

(xii) two or more related actions undertaken, funded or approved by an agency, none of which has or would have a significant impact on the environment, but when considered cumulatively would meet one or more of the criteria in this subdivision.

The District has reviewed its proposed action and its anticipated renovation and reuse consistent with the City of Jamestown Zoning Law. Any reuse will be subject to municipal review and approvals, and the District has found that, even when considered together, there will not be significant impacts to the environment.

For Further Information:

Contact Person: Vernon Connors, Director of Finance & Business Affairs

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197 Martin Road
Jamestown, New York 14701

Telephone Number: (716) 483-4497

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JAMESTOWN CITY SCHOOL DISTRICT BOARD OF EDUCATION

Resolution Issuing Negative Declaration for Sale of 504 and 510 Crescent Street,
Jamestown, NY

WHEREAS, the Jamestown City School District (“District”) proposes to sell 504 and 510 Crescent Street, Jamestown, New York; SBL Nos.: 370.20-7-24 and 370.20-7-25 (the “Property”); and

WHEREAS, the proposed action has been classified as an “Unlisted” action under the State Environmental Quality Review Act (“SEQRA”), not requiring a coordinated review; and

WHEREAS, the District and its Board of Education is the “Lead Agency” for purposes of reviewing the environmental impacts of the sale of the Property; and

WHEREAS, the District/Board has duly considered the action including the sale, proposed renovation, and proposed reuse of the Property, the Environmental Assessment Form, the criteria for determining whether the action will have a significant adverse impact on the environment as set forth in 6 N.Y.C.R.R. § 617.7(c) of the SEQRA regulations, and such other information deemed appropriate; and

WHEREAS, the District/Board has identified the relevant areas of environmental concern, has taken a hard look at these areas, and has made a reasoned elaboration of the basis for its determination.

NOW, THEREFORE, BE IT RESOLVED by the Jamestown City School District Board of Education that:

1. The action will not have a significant adverse impact on the environment.
2. The attached Negative Declaration, incorporated herein by reference, is issued and adopted for the reasons stated in the attached Negative Declaration.
3. Parts 1, 2, and 3 of the Environmental Assessment Form have been completed by the Board and are incorporated herein by reference.
4. District personnel are hereby authorized to sign and file all documents necessary to comply with SEQRA.
5. This resolution is effective immediately.

Acceptance of 2016-17 Audited Financial Reports:

WHEREAS, Buffamante Whipple Butafaro, P.C. Certified Public Accountants has met with the Jamestown City School District Finance & Audit Committee members to

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present the financial statement and audit results for the fiscal year July 1, 2016 to June 30, 2017 and

WHEREAS, Vernon Connors, Director of Finance & Business Affairs, has presented a PowerPoint discussion outlining the audit report findings to the Jamestown City School District Board of Education, and

WHEREAS the Jamestown City School District Board of Education received the District's Financial Statements and Supplementary Information Report for the fiscal year ending June 30, 2017,

NOW, THEREFORE BE IT RESOLVED, the Jamestown City School District Board of Education adopts as presented the District's Financial Statements and Supplementary Information Report for the fiscal year ending June 30, 2017.

RESOLVED, that the instructional personnel recommendations of the Superintendent of Schools be approved and confirmed.

RESOLVED, that the non-instructional personnel recommendations of the Superintendent of Schools be approved and confirmed.

BE IT RESOLVED, that the Board of Education of the Jamestown City School District hereby designates Dr. Stuart Dorfman as school medical inspector for the purpose of preparing a medical and/or psychological examination pursuant to Education Law 913 regarding an employee's capacity to perform his/her duties. The doctor's report shall be given to the Board of Education in executive session after the examination is complete.

BE IT FURTHER RESOLVED, that Superintendent of Schools is authorized to coordinate such examination.

CSE RESOLUTION

BE IT RESOLVED: That the minutes and placement recommendations made by the Committee on Special Education are hereby approved as presented.

CPSE RESOLUTION

BE IT RESOLVED: That the minutes and placement recommendations made by the Committee on Pre-School Special Education are hereby approved as presented.