

A Special Meeting of the Town Board of the Town of Collins, County of Erie, State of New York was held at the Town Hall, 14093 Mill Street, Collins, NY on Monday the 19<sup>th</sup> day of August 2024.

Present: Kenneth Martin, Supervisor  
Robert O'Connor, Councilmember  
Jacquelyn McLean, Councilmember  
Jane Sion, Councilmember  
Becky Jo Summers, Town Clerk  
James Musacchio Attorney for Town 7:06pm

Absent: James Hotnich, Councilmember

Supervisor Martin called the meeting to order at 7:00 PM with the pledge to the Flag.

RESOLUTION # 159: **AGENDA APPROVAL**

Motion made by Supervisor Martin, seconded by Councilmember O'Connor that the agenda be accepted as presented.

ADOPTED Aye 4 O'Connor, McLean, Sion, Martin  
Nay 0

New Business

1. Resolution needed to assume lead agency status under SEQRA and issue a negative declaration for the road drainage project

RESOLUTION # 160: **ASSUME LEAD AGENCY STATUS UNDER SEQRA AND ISSUE A NEGATIVE DECLARATION FOR THE ROAD DRAINAGE PROJECT**

Motion made by Supervisor Martin, seconded by Councilmember McLean that the following resolution is:

ADOPTED Aye 4 O'Connor, McLean, Sion, Martin  
Nay 0

WHEREAS, pursuant to Article 8 of the Environmental Conservation Law and the regulations contained in 6 NYCRR Part 617, hereafter called SEQRA, the Town Board determined this action to be an Unlisted Action, and assumed Lead Agency status as provided for under SEQRA, and

WHEREAS, the proposed drainage improvements will better protect, collect and direct stormwater runoff, within the residential area of Mill Street, School Street, Maple Avenue, and Mildred Avenue, and

WHEREAS, a review of the project scope has been completed as referenced in the attached Negative Declaration.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Town Board of the Town of Collins assumes Lead Agency Status and determines the project will have no significant impact on the environment and therefore issues a Negative Declaration as defined under SEQRA.
2. The Town Clerk shall keep a copy of this Negative Declaration on file.
3. This resolution shall take effect immediately.

2. Resolution needed to award the contract for Town of Collins Road drainage project

RESOLUTION # 161: **AWARD CONTRACT FOR TOWN OF COLLINS ROAD DRAINAGE PROJECT**

Motion made by Councilmember O'Connor, seconded by Councilmember Sion that the following resolution is:

ADOPTED Aye 4 O'Connor, McLean, Sion, Martin  
Nay 0

WHEREAS, the Town of Collins has resolved to undertake a capital improvements project to improve the drainage on Mill Street, School Street, Maple Avenue, and Mildred Avenue in the Hamlet of Collins, and

WHEREAS, the Town of Collins has publicly advertised the above referenced project to solicit bids to complete the scope of work defined within the Contract Documents, and

WHEREAS, seven (7) bids were received, opened and read aloud at a bid opening at 10:00 AM on Thursday, August 15, 2024, and

WHEREAS, Matt Kolo Excavating, LLC of 7008 Omphalius Road, Colden, NY 14033 was the successful low-bidder for the combined total of the base bid (drainage improvements to northeast Maple Avenue and School Street, to southeast Mildred Avenue and to south end of Mill Street), Alternate A-1 (drainage improvements to north end of Mill Street) and Alternate A-2 (drainage improvements to cross NYS Route 39 and extend 30-inch SICPP to outfall).

NOW THEREFORE BE IT RESOLVED, that

1. The Town Board authorizes the award of the Contract to Matt Kolo Excavating, LLC in the amounts of \$ 208,557.78 for the base bid, \$ 57,921.45 for Alternate A-1 and \$ 334,478.36 for Alternate A-2, making a total contract price of \$ 600,954.59.
2. The Town Board authorizes the Town Supervisor to sign the Notice of Award for this contract.
3. The Town Board authorizes the Town Supervisor to sign the Agreement and Notice to Proceed for this contract, contingent upon receiving acceptable bonds and insurances from the Contractor (Matt Kolo Excavating, LLC).
4. This resolution shall take effect immediately.

3. Resolution needed to accept the Town of Collins Draft Comprehensive Plan Update authorizing a SEQR coordinated review process requesting designation as the SEQR Lead Agency and set a Public Hearing to solicit comments on the Draft Comprehensive Plan

RESOLUTION # 162: **ACCEPTING THE TOWN OF COLLINS DRAFT COMPREHENSIVE PLAN UPDATE, AUTHORIZING A SEQR COORDINATED REVIEW PROCESS REQUESTING DESIGNATION AS SEQR LEAD AGENCY AND SETTING A PUBLIC HEARING TO SOLICIT COMMENTS ON THE DRAFT COMPREHENSIVE PLAN**

Motion made by Supervisor Martin, seconded by Councilmember McLean that the following resolution is:

ADOPTED	Aye	4	O'Connor, McLean, Sion, Martin
	Nay	0	

WHEREAS, the Town of Collins, through grants received from Erie County and funding from the Town, has worked diligently over the past year in preparing a new Comprehensive Plan that would replace the existing 1999 Comprehensive Plan; and

WHEREAS, through the coordinated actions of a Comprehensive Plan committee, sub-committees, Town Board, Planning Board, other Town Departments, the citizens of the community, and through the Town's Planning Consultant, the Town has completed a Draft Comprehensive Plan; and

WHEREAS, the Town of Collins has determined that this Draft Comprehensive Plan is sufficiently complete for beginning the adoption process, official agency input, public review and input; and

WHEREAS, in accordance with Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act - SEQR) of the Environmental Conservation Law, the Collins Town Board would like to begin the environmental review process of the Comprehensive Plan by conducting a coordinated review and requesting Lead Agency status; and

WHEREAS, the adoption of a Comprehensive Plan requires referral to Erie County and the

holding of a public hearing.

NOW, THEREFORE BE IT RESOLVED, that the Collins Town Board accepts the draft of the Comprehensive Plan document dated June 2024 as complete and ready for public review and authorizes a SEQR coordinated review process requesting designation as the SEQR Lead Agency, in accordance with the SEQR regulations; and

BE IT FURTHER RESOLVED that the Collins Town Board authorizes the required referral to Erie County; and

BE IT FURTHER RESOLVED that the Collins Town Board directs that a public hearing be held, in accordance with New York State Town Law, on September 9, 2024 at 7:30 P.M. at the Collins Town Hall to solicit comments on the Draft Comprehensive Plan; and

BE IT FURTHER RESOLVED those copies of the document be made available for public review at the Town Hall and on the Town's website.

With no further business, on a motion of Councilmember O'Connor seconded by Councilmember McLean the meeting was adjourned at 7:25 PM.

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Becky Jo Summers, Town Clerk