

A 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 the 5<sup>th</sup> day of October 2020.

Present: Kenneth Martin, Supervisor  
Mary Stelley, Councilman  
James Hotnich, Councilman  
Jacquelyn McLean, Councilman  
Jane Sion, Councilman  
Becky Jo Summers, Town Clerk  
Susan Gamel, Bookkeeper

Supervisor Martin called the meeting to order at 7:04 PM with the pledge to the Flag.

Resolution # 178: **AGENDA APPROVAL**

Motion made by Councilman Hotnich seconded by Councilman Sion to approve the agenda as presented.

ADOPTED      Aye    5    McLean, Sion, Hotnich, Stelley, Martin  
                    Nay    0

Old Business

1. Resolution needed to approve professional services agreement with MDA Consulting Engineers, PLLC for review of proposed Omni Navitas Community Solar Project

It was stated we may receive the check next week so we will wait until after receiving the check to approve this resolution.

New Business

1. Resolution needed to approve payment of required deposit for "Welcome Town of Collins" signs

RESOLUTION: # 179 **APPROVE PAYMENT OF REQUIRED DEPOSIT FOR "WELCOME TOWN OF COLLINS" SIGNS**

Motion by Supervisor Martin seconded by Councilman Hotnich that the following resolution is:

ADOPTED      Aye    5    McLean, Sion, Hotnich, Stelley, Martin  
                    Nay    0

WHEREAS, at the September 23, 2020 Town Board meeting the Board Approved the purchase of four "Welcome Town of Collins" and one "Collins Town Hall" signs, and

WHEREAS, the vendor requires a 50% deposit prior to fabricating the signs.

NOW THEREFORE BE IT RESOLVED, that the Collins Town Board hereby approves a payment in the amount of \$4,268.75 to Signlanguage Inc of 6491 Route 20A, Perry, New York 14530 as a deposit for the five signs.

2. Resolution needed to approve addition of property cleanup charges to property taxes

RESOLUTION # 180: **APPROVE THE ADDITION OF PROPERTY CLEANUP CHARGES TO PROPERTY TAXES**

Motion by Councilman McLean seconded by Councilman Hotnich that the following resolution is:

ADOPTED      Aye    5    McLean, Sion, Hotnich, Stelley, Martin  
                    Nay    0

WHEREAS, the Department of Real Property Tax Services of the County of Erie requires that special town charges such as unpaid Sewer/Water charges (Delinquent water charges), Omitted tax, Agric penalty, and Demolitions or Property cleanup be approved by the Town Board, and

WHEREAS, the Town of Collins has \$262.50 of property cleanup charges for the property at 2386 Main Street, Collins, New York 14034 SBL. 342.05-2-20.1 to be applied to the 2021 Town/County Tax Levy.

NOW THEREFORE BE IT RESOLVED, that the Town Board approves these charges to be

included in the 2021 Town and County Property Tax Levy.

PUBLIC HEARING – 7:30 pm 2021 Community Development Block Grant (CDBG) Eligible Projects

**RESOLUTION # 181: OPEN PUBLIC HEARING ON COMMUNITY DEVELOPMENT BLOCK GRANT(CDBG) ELIGIBLE PROJECTS**

Motion made by Councilman Stelley, seconded by Councilman Sion to open the public hearing on the 2021 Community Development Block Grant (CDBG) Eligible Projects at 7:30 PM.

ADOPTED           Aye    5    McLean, Sion, Hotnich, Stelley, Martin  
                          Nay    0

**NOTICE OF PUBLIC HEARING FOR TOWN OF COLLINS  
FEDERAL COMMUNITY DEVELOPMENT FUNDS**

PLEASE TAKE NOTICE that the Town Board of the Town of Collins will hold a public hearing on **October 5, 2020 at 7:30 pm** at the Collins Town Hall, 14093 Mill Street, regarding the use of Federal Community Development funds on the Town of Collins.

The Town of Collins is eligible for a Federal Community Development grant under Title I of the Housing and Community Development Act of 1974, as amended.

The purpose of the Hearing is to provide an opportunity for citizens to express community development and housing needs and to discuss possible projects which would benefit low and moderate income persons in the Town of Collins.

Citizens are urged to attend this meeting to make known their views and/or written proposals on the Town of Collins's selection of potential projects to be submitted for possible funding by the Federal Community Development Grant Program.

The Hearing will also present a review of prior Community Development projects and expenditures and a discussion of eligible activities. The meeting room is wheelchair accessible. Those needing special arrangements should call the Town at 532-4887 ext. 101 by September 30, 2020.

Supervisor Martin read the notice of public hearing and read a list of projects we have received since 1991.

The grant in the past has been up to \$90,000.00 but has been increased up to \$150,000.00 for 2021 only. The Supervisor would like to see a project for restrooms at the LK Painter Community Center and for drainage in Collins around the Town Hall. He has spoken with the engineering firm.

The floor was opened up for comments from the audience. Ideas received were for Rural Transit, drainage around the Town Hall and restrooms in the LKP Community Center. Supervisor Martin asked for any information from the Board. With none being received the public hearing was closed. Ranking will be done at the next meeting. Councilmen Stelley and McLean will work on the application and Sue Gamel, Bookkeeper will help.

**RESOLUTION # 182: CLOSE PUBLIC HEARING ON 2021 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ELIGIBLE PROJECTS**

Motion made by Councilman Sion, seconded by Councilman Hotnich to close the public hearing on the 2021 Community Development Block Grant (CDBG) eligible projects

ADOPTED           Aye    5    McLean, Sion, Hotnich, Stelley, Martin  
                          Nay    0

**Budget Workshop**

Supervisor Martin asked the Board it's thoughts on doing an insurance buy-back. The answer was no. Sales tax is higher than the same two weeks of last year. We are saving by not having the recreation program this year and the highway department is cutting back so we may gain from

some things not being done.

The capital projects October 5<sup>th</sup> report was gone over. Mr. Martin went through the tentative budget on items that were changed. The Court has put in more hours and Justice Gernatt wants to talk with the board. Supervisor Martin and Bookkeeper Sue Gamel will go over the capital projects and budget tomorrow.

With no further business, on a motion of Councilman Hotnich seconded by Councilman Sion the meeting was adjourned at 8:35 pm.

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Becky Jo Summers, Town Clerk

A 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 the 7<sup>th</sup> day of October 2020.

Present:	Kenneth Martin, Supervisor	Jane Sion, Councilman (left 3:22pm)
	Mary Stelley, Councilman	Becky Jo Summers, Town Clerk
	James Hotnich, Councilman	Susan Gamel, Bookkeeper
	Jacquelyn McLean, Councilman	

Supervisor Martin called the meeting to order at 2:27 PM with the pledge to the Flag.

Resolution # 183: **AGENDA APPROVAL**

Motion made by Councilman Hotnich seconded by Councilman McLean to approve the agenda as presented.

ADOPTED	Aye	5	McLean, Sion, Hotnich, Stelley, Martin
	Nay	0	

With changes in 2020 legislation of the Court Administration, Justice Gernatt is requesting an increase in salary for the Clerks due to more work needing to be done. Judge Gernatt will go through old court records to destroy them. Court Clerk Dianna Evans is the contact for all court matters and takes calls on her personal phone. The bookkeeper suggested putting a phone for her with the other three town phones.

Mr. Martin went through the budget noting the items that were changed from the last meeting.

With no further business, on a motion of Councilman Hotnich seconded by Councilman Sion the meeting was adjourned at 4:09 pm.

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Becky Jo Summers, Town Clerk

A 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 the 13<sup>th</sup> day of October 2020.

Present: Kenneth Martin, Supervisor  
James Hotnich, Councilman  
Jacquelyn McLean, Councilman  
Jane Sion, Councilman

Becky Jo Summers, Town Clerk  
Susan Gamel, Bookkeeper  
James Musacchio, Attorney

Absent: Mary Stelley, Councilman

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

Resolution # 184: **AGENDA APPROVAL**

Motion made by Councilman Hotnich seconded by Councilman McLean to approve the agenda after removing the guest presentation and the first two resolutions under new business.

ADOPTED Aye 4 McLean, Sion, Hotnich, Martin  
Nay 0

Resolution #185: **MINUTES APPROVAL**

Motion made by Councilman Hotnich seconded by Supervisor Martin to approve the minutes of the September 14 and September 23, 2020 regular meeting.

ADOPTED Aye 4 McLean, Sion, Hotnich, Martin,  
Nay 0

Resolution # 186: **ABSTRACT APPROVAL**

Motion by Councilman Sion seconded by Councilman Hotnich that the bills be paid on abstract #10 for 2020 dated October 13, 2020 for listed vouchers # 563 – 631 for \$ 126,389.55:

General – Townwide	18,818.57	Special Refuse Fund	646.91
General – Part Town	3,480.33	Water District # 1	29,093.41
Highway	23,017.83	Water District # 3	32,011.16
Highway Cold Storage	4,168.05	Water District # 4	<u>4,257.72</u>
Highway Electrical Upgrades	9,944.76	Total	\$ 126,389.55
Special Lighting	950.81		

ADOPTED Aye 4 McLean, Sion, Hotnich, Martin  
Nay 0

Reports of Department Heads and committees

Dog Control submitted his monthly report and has obtained a chip reader.

Highway, Transfer Station and Parks departments report was read by the Supervisor.

Town Clerk had sales in September of \$ 8,069.10 with the Town's portion \$ 5,962.67. Received a telephone call from National Grid of a planned power outage Sunday, October 18 at 2:00 am to 3:00 am.

Water department report was read by the Supervisor.

Attorney Musacchio is working on the assessment case for MBM (old Ames store).

Board Reports

Councilman McLean met with Courtney Leith worked on face book, the website, the Bicentennial meeting, and reviewed the vouchers.

Councilman Sion reviewed the vouchers.

Councilman Hotnich attended the Prison Advisory meeting and reviewed the vouchers.

Supervisor Martin attended the rural Transit meeting, a zoom meeting about vacant and abandoned properties and the Supervisor's Roundtable.

All attended the budget workshops and the Association of Town emergency preparedness webinar.

Old Business

1. Resolution needed to accept the August 2020 Supervisor's Report

RESOLUTION #187: **RESOLUTION TO ACCEPT AUGUST 2020 SUPERVISOR'S REPORT**

Motion made by Councilman Hotnich and seconded by Councilman McLean to accept the Town of Collins Supervisor's Report as submitted, for the month of August 2020.

ADOPTED        Aye    4    McLean, Sion, Hotnich, Martin  
                      Nay    0

New Business

1. First two resolutions were eliminated from the agenda. Supervisor Martin handed out a copy of the Town's Zoning on Solar and updated the board on what he watched on a webinar.

2. Resolution needed to authorize purchase of an air compressor for the Town highway department

RESOLUTION # 188: **RESOLUTION TO PURCHASE AIR COMPRESSOR FOR THE TOWN HIGHWAY DEPARTMENT**

Motion by Councilman Sion seconded by Councilman Hotnich that the following resolution is:

ADOPTED        Aye    4    McLean, Sion, Hotnich, Martin  
                      Nay    0

WHEREAS, the purchase of a new air compressor for the Town Highway Department is scheduled for the year 2020 according to the Town of Collins Five Year Capital Purchase Plan, and

WHEREAS, the Town obtained three (3) quotes for a new air compressor as follows:

R.W. Lindsay	\$7,975.00 + freight
Ingersoll Rand	\$4,161.00 freight included
COMAIRCO	\$5,331.89 + freight

WHEREAS, the Collins Highway Superintendent and Highway Mechanic both recommend the purchase of the Quincy Air Compressor over those of Ingersoll Rand and COMAIRCO because of the oil pump system included in the Quincy Air Compressor.

NOW THEREFORE BE IT RESOLVED, that the Collins Town Board hereby approves the purchase of a new Quincy F370-15-120 Package Air Compressor per quote #QCY-735895 from R.W. Lindsay, 2321 Niagara Road, Niagara Falls, NY 14304 at a cost of \$7,975.00 plus freight and that the cost be paid from the Town of Collins 2020 Budget Line DB5130.200 Equipment.

3. Resolution needed to accept pro bono contract for services from Emergency Preparedness Solutions, LLC

RESOLUTION # 189: **TO ACCEPT PRO BONO CONTRACT FOR SERVICES FROM EMERGENCY PREPAREDNESS SOLUTIONS, LLC**

Motion by Councilman McLean seconded by Supervisor Martin that the following resolution is:

ADOPTED        Aye    4    McLean, Sion, Hotnich, Martin  
                      Nay    0

WHEREAS, the NYS Association of Towns offered a webinar on October 7, 2020 that was attended by some Town Board members as well as Town employees, regarding the new NYS Public Employer Mandatory Emergency Planning requirement law signed into effect on September 7, 2020 by Gov. Cuomo. This law requires local governments to have a plan in place for future disaster emergencies involving communicable diseases. Emergency Preparedness Solutions, LLC, the presenter at the webinar, offered an opportunity for ten towns in NY State having less than ten full time employees to take advantage of their expertise in creating the necessary plan. The Town of Collins was selected, and

WHEREAS, the Town of Collins in order to be in compliance wishes to enter into a pro bono contract for services with Emergency Preparedness Solutions, LLC to develop a draft plan meeting the understood requirements of such law S8617B/A10832.

NOW, THEREFORE BE IT RESOLVED that the Town of Collins Board accept the pro bono CONTRACT FOR SERVICES with Emergency Preparedness Solutions, LLC to assist the Town of Collins

in preparing a plan to be compliant with the NYS Public Employer Mandatory Emergency Planning Requirement signed into law on September 7, 2020 by Gov. Cuomo and that the Collins Town Supervisor be authorized to sign the contract.

4. Resolution needed to rank the 2021 Erie County community Development Block Grant project requests

RESOLUTION # 190: **RANK 2021 ERIE COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROJECT REQUESTS**

Motion made by Councilman Hotnich seconded by Councilman Sion to authorize Kenneth E. Martin, Supervisor, to sign, submit, and execute a contract with Erie County Community Development Block Grant (ECCDBG) program for the following projects, upon approval of ECCDBG:

1. Rural Transit Van Program
2. Collins Park Improvements

ADOPTED            Aye    4    McLean, Sion, Hotnich, Martin  
                          Nay    0

5. Resolution needed to approve payment application No. 2 to the State Group Industrial (USA) LTD for the highway barn electrical upgrades project

RESOLUTION # 191: **APPROVE PAYMENT APPLICATION NO. 2 TO THE STATE GROUP INDUSTRIAL (USA) LTD FOR THE HIGHWAY BARN ELECTRICAL UPGRADES PROJECT**

Motion by Supervisor Martin seconded by Councilman McLean that the following resolution is:

ADOPTED            Aye    4    McLean, Sion, Hotnich, Martin  
                          Nay    0

WHEREAS, the contractor for the Highway Barn Electrical Upgrades Project, The State Group Industrial (USA) Ltd, has submitted progress payment application No. 2, and  
WHEREAS, MDA Consulting Engineers, PLLC have verified the quantities included in this payment application.

NOW THEREFORE BE IT RESOLVED, that the Collins Town Board hereby approves payment application No. 2 in the amount of \$19,568.96 and that the Collins Supervisor be authorized to sign the Application and Certification for Payment.

6. Resolution needed to adopt the tentative budget and set the public hearing on the 2021 budget

Supervisor Martin went through the budget noting the changes that were made and changed a few more items.

RESOLUTION # 192: **ADOPT TENTATIVE BUDGET AND SET PUBLIC HEARING ON 2021 BUDGET**

Motion made by Councilman Sion, seconded by Councilman McLean to adopt the 2021 Tentative Budget as the 2021 Preliminary Budget and set a public hearing to be held on Monday, November 2, 2020 at 7:00 pm

ADOPTED            Aye    4    McLean, Sion, Hotnich, Martin  
                          Nay    0

**NOTICE OF PUBLIC HEARING  
FOR TOWN OF COLLINS  
ANNUAL PRELIMINARY BUDGET**

NOTICE IS HEREBY GIVEN, that the annual preliminary budget of the Town of Collins for the year 2021 has been completed and filed in the office of the Clerk of the Town of Collins, where it is available for inspection by any interested person during office hours.

FURTHER NOTICE IS HEREBY GIVEN that the Town Board of the Town of Collins will meet and review said preliminary budget and hold a public hearing thereon at the Collins Town Hall, 14093 Mill

Street, Collins, New York, Erie County, on the **2<sup>nd</sup> day of November, 2020, at 7:00 P.M.** and any person may be heard in favor of or against the preliminary budget, as compiled, or for or against any item or items therein contained.

Pursuant to Section 108 of the Town law, the proposed salaries of the following town officials are hereby specified as follows:

1. Town Councilman \$6,889.44 each per annum, or \$27,557.76 in total
2. Supervisor \$21,500.00 per annum base amount, and an additional \$1,500.00 to supervise the Water Department, making the total \$23,000.00 per annum
3. Town Clerk \$45,109.53 per annum
4. Superintendent of Highways \$60,035.81 base amount, and an additional \$2,000.00 to supervise the Parks and Transfer Station, making the total \$62,035.81 per annum

With no further business, on a motion of Councilman Hotnich seconded by Supervisor Martin the meeting was adjourned at 8:15 pm.

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Becky Jo Summers, Town Clerk