

A Regular 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 11th day of March 2024.

Present:	Kenneth Martin, Supervisor	James Hotnich, Councilmember
	Robert O'Connor, Councilmember	Becky Jo Summers, Town Clerk
	Jacquelyn McLean, Councilmember	Chris Gerling Highway Superintendent
	Jane Sion, Councilmember	James Musacchio Attorney for Town

Also Present: David Gamel, Brenda Overhoff, Howie Lamb

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

RESOLUTION # 100: **AGENDA APPROVAL**

Motion made by Councilmember Hotnich and seconded by Councilmember Sion that the agenda be accepted as presented.

ADOPTED	Aye	5	O'Connor, McLean, Sion, Hotnich, Martin
	Nay	0	

Resolution # 101: **MINUTES APPROVAL**

Motion made by Supervisor Martin, seconded by Councilmember Hotnich to approve the minutes of the February 12, 2024 meeting.

ADOPTED	Aye	5	O'Connor, McLean, Sion, Hotnich, Martin
	Nay	0	

Public Access

We have not heard anything from the solar people. Some places have pulled windmill applications as it is too expensive.

Reports of Department Heads and committees

Attorney Musacchio stated some out-of-state landowners are buying up land for investment purposes.

Building and grounds report was gone through by Councilmember Hotnich.

Dog Control – Supervisor Martin read the mileage report for March (no voucher was submitted).

Highway, Transfer Station and Parks report was read by Chris Gerling, Highway Superintendent.

Liberty Fest committee met and is looking into some new items.

Recreation – the big kids liked the new room, last days is March 23rd.

Seniors are having luncheons and some trips.

Town Clerk had sales in February 2024 of \$ 3,546.05 with the Town's portion \$ 3,441.55 and collected \$ 1,082,789.33 in taxes

Water department report was emailed to all.

Board Reports

Councilmember O'Connor attended the liberty fest meeting, the building and grounds meeting, looked into rates for the Hollywood marquee, attended the beautification interviews and reviewed the vouchers.

Councilmember McLean attended liberty fest meeting, the building and grounds meeting, the NEST meeting (there will be hazardous waste drop-offs in April, July and September, attended the beautification interviews, updated the website and reviewed the vouchers.

Councilmember Sion attended the building and grounds meeting, the liberty fest meeting, the NEST meeting and reviewed the vouchers.

Councilmember Hotnich attended the building and grounds meeting and checked in at the transfer station.

Supervisor Martin reported Supervisors and Attorneys had a meeting on the windmills, reported on the town audit, attended the Rural Transit Advisory meeting and reported they have two new vans. Our van will be stored in the lot behind the Gowanda Police Department. Mr. Martin is

working on the town hall telephone system and attended a supervisor's forum which included a discussion on the inequities in mortgage tax.

Old Business

1. Resolution needed to approve the 2024 kennel agreement

Resolution # 102: **APPROVE 2024 TOWN OF COLLINS KENNEL AGREEMENT**

Motion made by Councilmember Hotnich, seconded by Councilman Sion that the Collins Town Board hereby approves the 2024 Kennel Agreement with Samatha Smith to provide Dog Kennel Services for the Town of Collins.

ADOPTED Aye 5 O'Connor, McLean, Sion, Hotnich, Martin
 Nay 0

New Business

1. Resolution needed to appoint 2024 seasonal beautification laborers

RESOLUTION # 103: **APPOINT 2024 SEASONAL BEAUTIFICATION LABORERS**

Motion made by Supervisor Martin seconded by Councilmember Hotnich that the following resolutions is:

ADOPTED Aye 5 O'Connor, McLean, Sion, Hotnich, Martin
 Nay 0

WHEREAS, the Town of Collins sponsors a Summer Beautification program to assist in maintaining the Town parks, cemeteries, and other Town property, and

WHEREAS, the Town wishes to fill the positions necessary for this program, and

WHEREAS, the Town advertised for the positions of Seasonal Beautification Laborers and the Personnel Committee interviewed three of the five candidates applying.

NOW, THEREFORE BE IT RESOLVED, that the Collins Town Board follow the recommendation of the Personnel Committee and appoint the following applicants for the 2024 Summer Beautification Program: Susan M. Harvey and Gregory Hazelton effective March 12, 2024 and that they be scheduled to work as weather permits, Christina Wilder effective July 1, 2024 and Dylan Benkelman as alternate effective July 1, 2024, all to be paid at a rate of \$17.20 per hour.

2. Resolution needed to approve agreement to spend highway funds per §284 of the highway law

RESOLUTION # 104: **APPROVE AGREEMENT TO SPEND HIGHWAY FUNDS PER §284 OF THE HIGHWAY LAW**

Motion made by Councilmember Hotnich and seconded by Councilmember McLean that the Town Board hereby approves entering into an agreement with Collins Highway Superintendent Chris Gerling for 2024 to spend Town Highway Funds, per §284 of the Highway Law, as read, and authorize the Town Board members to sign the agreement.

ADOPTED Aye 5 O'Connor, McLean, Sion, Hotnich, Martin
 Nay 0

3. Resolution needed to purchase a new 2023 Ferris Z-Turn riding mower

RESOLUTION #105: **PURCHASE OF A NEW 2024 FERRIS Z-TURN RIDING MOWER**

Motion made by Councilmember Hotnich seconded by Councilmember McLean that the following resolutions is:

ADOPTED Aye 5 O'Connor, McLean, Sion, Hotnich, Martin
 Nay 0

WHEREAS, the Collins Town Board has decided to maintain a fleet of four (4) self-propelled riding mowers to maintain town properties and to replace the oldest mowers with new mowers on a rotating schedule, and

WHEREAS, the Town of Collins Five Year Capital Purchase Plan includes a 2024 purchase of a new lawnmower for the Parks Department.

NOW LET IT BE RESOLVED that the Collins Town Board hereby approves the purchase of a

new 2024 Ferris 60-inch Deck, Z-Turn Mower with Suspension Seat, Part #5902064, Model #ISX3300BVE4060SS with a 40 Gross HP Vanguard Big Block EFI ETC OGS Engine at a purchase price of \$ 15,188.17 from Alexander Equipment, 3266 Buffalo Street, Alexander, NY 14005 through the BuyBoard National Purchasing Cooperative Contract #611-20 or #680-22.

4. Resolution needed to declare miscellaneous equipment as surplus for disposal

RESOLUTION # 106: DECLARE MISCELLANEOUS EQUIPMENT AS SURPLUS FOR DISPOSAL

Motion made by Councilmember Hotnich, seconded by Councilmember Sion that the Collins Town Board hereby declares the following miscellaneous equipment be declared surplus and sold on Auctions International/scraped for salvage value:

Declare Surplus for Sale at Auction

2017 Ferris, Model F800X 72-inch cut lawn mower, serial number: 2017884883

2019 Ferris, Model 5900533 three-wheel lawn mower with 502 hours of operation, serial number: 400023633

Quincy 325 Air Compressor, 3 phase 5Hp motor

Wood Table – 42-inches by 120-inches

Fuel Tank for back of truck (no pump included)

Portable Cement Mixer, Model ABN, Wisconsin air cooled engine (seized up), serial number: 64021

10-foot Chip Box for rear of big dump truck, approximate size 6'x3'x12'

Homelite 3" Trash Pump, 328 gallon per minute

Buyers Products 72-inch aluminum topsider truck toolbox

Buyers Products 72-inch aluminum contractor truck toolbox with drawers

Declare Surplus for Scrap

Used 40 cubic yard compactor container SN 11519

ADOPTED Aye 5 O'Connor, McLean, Sion, Hotnich, Martin

Nay 0

5. Resolution needed to solicit bids to demolish storage building at town highway facility

RESOLUTION # 107: SOLICIT BIDS TO DEMOLISH STORAGE BUILDING AT TOWN HIGHWAY FACILITY

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

ADOPTED Aye 5 O'Connor, McLean, Sion, Hotnich, Martin

Nay 0

WHEREAS, the Town has constructed a new cold storage building at the Highway Facility in which to store vehicles, equipment and supplies, and

WHEREAS, the old wood structure storage barn has structural deficiencies which would be very costly to remedy, and

WHEREAS, all vehicles, equipment and supplies have been removed from the old storage barn, and

WHEREAS, the Town planned to demolish the old storage barn once the new cold storage building was constructed.

NOW THEREFORE BE IT RESOLVED that the Collins Town Board hereby declares the old storage barn to be surplus and that bids be solicited to demolish the structure to ground level and to dispose of all demolition debris off-site.

6. Resolution needed to authorize advertisement requesting bids for parking lot improvements / Collins Center Park walking trail project

RESOLUTION # 108: AUTHORIZE ADVERTISEMENT REQUESTING BIDS FOR THE PARKING LOT IMPROVEMENTS/COLLINS CENTER PARK WALKING TRAIL PROJECT

Motion made by Councilmember Hotnich seconded by Councilmember McLean that the following resolutions is:

ADOPTED Aye 5 O'Connor, McLean, Sion, Hotnich, Martin
 Nay 0

WHEREAS, the Town of Collins has resolved to undertake a capital improvement project to reconstruct the Town Library, Town Hall and South LKP Community Center Parking Lots and to construct a Walking Trail at the Collins Center Park, and

WHEREAS, the Town of Collins has engaged the services of MDA Consulting Engineers, PLLC to prepare a bidding package including Drawings and Contract Documents for the proposed work; and

WHEREAS, the Town's insurance consultant will recommend insurance limits and other related requirements to be included in the Contract Documents; and

WHEREAS, MDA Consulting Engineers, PLLC has provided advertisement language to the Town of Collins for use in advertising the contract in the local newspaper.

NOW THEREFORE BE IT RESOLVED, that

1. The Town Board authorizes the advertisement of this contract in the official newspaper for the Town of Collins, the Dunkirk Observer.
2. The Town Board further authorizes MDA Consulting Engineers, PLLC to post the advertisement with several of the commonly used online plan houses for this type of work.
3. This resolution shall take effect immediately.

7. Discussion on modification of wages for the Clerk to the Town Justice position

Resolution # 109: **AUTHORIZE INCREASE IN HOURLY RATE OF PAY FOR THE CLERK TO THE TOWN JUSTICE POSITION**

Motion made by Councilmember Hotnich and seconded by Councilmember O'Connor that the Town Board hereby approves

the Collins Town Board hereby increases the 2024 salary of the "Clerk to the Town Justice" position from \$20.00 per hour to \$21.00 per hour effective March 12, 2024, contingent on the present clerk signing both the previous \$20.00 per hour and the present \$21.00 per hour Form LS54 "Notice and Acknowledgement of Pay Rate and Pay Day".

ADOPTED Aye 5 O'Connor, McLean, Sion, Hotnich, Martin
 Nay 0

8. Discussion on the April 8th solar eclipse on whether the Town should curtail operation for the day. Consensus to conduct business as usual.

Approval / Adoption of Abstract

Resolution # 110: **ABSTRACT APPROVAL**

Motion by Councilmember Hotnich seconded by Councilmember McLean that the bills be paid on abstract #3 for 2024 dated March 11, 2024 for listed vouchers # 87- 154 for \$ 335,117.53:

3 of 2024

General – Townwide	15,566.89	Special Refuse Fund	4,531.63
General – Part Town	1,666.36	Water District # 1	1,988.42
Highway	26,168.31	Water District # 3	6,941.84
Transfer Station Improvements	19,282.00	Water District # 4	<u>6.50</u>
Collins Fire District	258,077.27		
Street Lighting	888.31	Total	\$ 355,117.53

ADOPTED Aye 5 O'Connor, McLean, Sion, Hotnich, Martin
 Nay 0

8. A request from Samantha McMullen, Recreation Supervisor, that she would like the budget to cover the cost of a trip this summer.

RESOLUTION # 111: **2024 SUMMER RECREATION FIELD TRIP TRANSPORTATION COST TO BE PAID BY TOWN**

Motion made by Councilman Hotnich and seconded by Councilman McLean that the Town Board hereby approves, that for one field trip during the 2024 Summer Recreation Program, the cost of the bus transportation will be paid as a program expense and a transportation fee will not be charged to program participants.

ADOPTED Aye 5 O'Connor, McLean, Sion, Hotnich, Martin
 Nay 0

With no further business, on a motion of Councilmember Hotnich seconded by Councilmember McLean the meeting was adjourned at 8:23 PM.

Becky Jo Summers, Town Clerk