

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 12th day of May 2025.

Present: Kenneth Martin, Supervisor
Jacquelyn McLean, Councilmember
James Hotnich, Councilmember
Robert O'Connor, Councilmember
Becky Jo Summers, Town Clerk
James Musacchio, Attorney 7:40pm

Also Present: David Gamel, Julie Kehr

Absent: Jane Sion, Councilmember

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

RESOLUTION #107: AGENDA APPROVAL

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

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

Resolution # 108: MINUTES APPROVAL

Motion made by Councilmember Hotnich, seconded by Councilmember McLean to approve the minutes of the April 14, 2025 regular meetings.

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

Approval / Adoption of Abstract

Resolution # 109: ABSTRACT APPROVAL

Motion by Councilmember Hotnich seconded by Councilmember O'Connor that the bills be paid on abstract # 5 for 2025 dated May 12, 2025 for listed vouchers # 218 - 280 for \$ 85,743.25:

General – Townwide	22,496.87	Water District # 1	22,692.98
General – Part Town	1,227.43	Water District # 3	6,207.65
Highway	30,159.82	Water District #4	465.17
Special Lighting Fund	932.60	Total	\$ 85,743.25
Special Refuse Fund	1,560.73		

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

Correspondence

A letter was received from Campbell saying they have terminated the Collins Wind Farm Project.

Reports of Department Heads

Building and grounds report was submitted to the board.

Highway and transfer station reported they are doing road work and mowing, the new sweeper was damaged, put up "No ATV" signs, in Collins Center a drain in the road needs to be fixed, waiting to hear about the state budget, new truck in last September but not expected until after next year as they are waiting on parts.

Recreation interviews were done.

Senior's last luncheon will be May 20th.

Town Clerk reported sales in April of \$ 4,541.34, the Town's portion \$ 4,445.27. Taxes are still being collected.

Water report was sent out to all.

New Business

1. Resolution needed to approve hiring of 2025 summer recreation employees

RESOLUTION # 110: APPROVE HIRING OF 2025 SUMMER RECREATION EMPLOYEES

Motion made by Councilmember Hotnich and seconded by Councilmember O'Connor that the following is:

ADOPTED Aye 4 O'Connor, McLean, Hotnich, Martin

 Nay 0

WHEREAS, the TOWN OF COLLINS sponsors a Summer Recreation program for the purpose of proving activities for the youth of our town and to provide employment, and

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

WHEREAS, the Town advertised for the positions of Recreation Supervisor PT and Recreation Attendants and the Personnel Committee along with the Recreation Director interviewed applicants responding to this ad.

NOW THEREFORE BE IT RESOLVED that the Town Board of the Town of Collins follow the recommendation of the Personnel Committee and hire the following applicants for the 2025 summer program to run from Monday, July 7, 2025 through Friday, August 15, 20253

Recreation Supervisor PT at \$18.16 per hour: Thomas McMullen

Recreation Attendants at \$15.95 per hour: Brendin Diebel, Alivia Capozzi, Hailey Christopher, Josalyn Degenfelder, Chase Bolen, Malarie Carroll, Emily Pound, Lily Nuwer, Jeffrey Whipple Jr., Erin Barker, Miley Gominiak and as Alternates: Christopher Payne and Helena Wallschlaeger

2. Resolution needed to authorize pre-payment of Town employee registrations to attend the June 5th Local Government Conference at Houghton College

RESOLUTION #111: AUTHORIZE PRE-PAYMENT OF TOWN EMPLOYEE REGISTRATIONS TO ATTEND THE JUNE 5, 2025 LOCAL GOVERNMENT CONFERENCE

Motion made by Supervisor Martin and seconded by Councilmember O'Connor that the following is:

ADOPTED Aye 4 O'Connor, McLean, Hotnich, Martin

 Nay 0

WHEREAS the Town desires that its employees attend training sessions related to their positions within the Town, and

WHEREAS the 2025 Local Government Conference presented by the Southern Tier West Regional Planning & Development Board to be held on June 5, 2025, will be presenting training sessions relative to most Town positions.

NOW THEREFORE BE IT RESOLVED that the Collins Town Board hereby authorizes pre-payment of registration fees for those Town employees wishing to attend the 2025 Local Government Conference, at \$55.00 each.

3. Resolution needed to declare miscellaneous equipment as surplus

RESOLUTION # 112: DECLARE MISCELLANEOUS EQUIPMENT AS SURPLUS

Motion made by Councilmember Hotnich, seconded by Councilmember McLean, to declare the following Miscellaneous Equipment as surplus, with the two (2) laptop computers disposed of as scrap with all computers hard drives being removed and destroyed and the 175-gallon water tank to be sold on Auctions International:

NEC Versa 2000 D Laptop, Model PC-6010-4131W, Serial No. 5X007162

NEC AC Adapter, SA45-3135-2128, ADP50 2084031533 R3 95 35 C2

Compaq Presario 1245 Series CM2000 Laptop, 1V9BCRDS36V

Compaq Adapter, Model YK-30050U, Part: 13A3546

175-Gallon Homemade Water Tank

ADOPTED Aye 4 O'Connor, McLean, Hotnich, Martin

 Nay 0

4. Approve ad for Town planning board member position

RESOLUTION # 113: APPROVE AD FOR TOWN "PLANNING BOARD MEMBER" POSITION

Motion made by Councilmember O'Connor seconded by Supervisor Martin, that the Collins Town Board Authorizes the town Clerk to place the following ad for this position of Town Planning Board

Member in the Gowanda/Lakeshore Penny saver and News and the Springville Penny saver for the weeks of May 24, 2025 and May 31, 2025 issues as follows:

Town of Collins

is accepting applications for

PLANNING BOARD MEMBER

Responsibilities include:

Participate in long-term planning efforts of the Town

Ensure developments align with Town's Comprehensive Plan

Review/make recommendations in land use/development proposals

Attend monthly meetings and occasional workshops/site visits

The position is part-time.

Must be a Town of Collins resident.

Applications available Monday - Friday at the Collins Town Hall.

14093 Mill Street, Town Website at: www.townofcollins.com

Applications accepted until Wednesday, June 4, 2025 at 4:00 PM

at the Town Clerk's Office

Applications may be delivered in person, by mail,

emailed to: info@townofcollins.com

or faxed to: 716-532-3968

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

5. Approve ad for clerk to the Town justice position

RESOLUTION # 114: APPROVE AD FOR "CLERK TO THE TOWN JUSTICE" POSITION

Motion made by Councilmember O'Connor and seconded by Councilmember Hotnich that the following is:

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

WHEREAS, Town Justice Walter Cain has asked the Town Board to advertise for the position of Clerk to the Town Justice.

NOW, THEREFORE BE IT RESOLVED, that the Collins Town Board authorizes the Town Clerk to place the following ad for this position in the Gowanda/Lakeshore Penny saver and News and the Springville Penny saver for the weeks of May 24, 2025 and May 31, 2025 issues as follows:

Town of Collins

is accepting applications for

CLERK TO TOWN JUSTICE POSITION

The position is part-time.

Preference given to Town of Collins residents.

Applications available Monday - Friday at the Collins Town Hall.

14093 Mill Street, Town Website at: www.townofcollins.com

Applications accepted until Wednesday, June 4, 2025 at 4:00 PM

at the Town Clerk's Office

Applications may be delivered in person, by mail,

emailed to: info@townofcollins.com

or faxed to: 716-532-3968

6. Resolution needed to waive the required 30-day waiting period for submission of an on-premises liquor license for Tub Town Incorporated

RESOLUTION #115: WAIVE THE REQUIRED 30-DAY WAITING PERIOD FOR SUBMISSION OF AN ON-PREMISES LIQUOR LICENSE FOR TUB TOWN INCORPORATED

Motion made by Supervisor Martin and seconded by Councilmember O'Connor that the following is:

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

WHEREAS Tub town Incorporated is in the process of applying for a NYS Liquor License to sell beer, wine and liquor at their 13981 Route 62, Establishment in Collins NY, and

WHEREAS NYS Liquor License Consultant Justin Juliano retained by tub Town Incorporated to expedite the application is requesting the Town of Collins to waive the 30-day waiting period that is required prior to the submission on and On-Premises Liquor License.

NOW THEREFORE BE IT RESOLVED that the Collins Town Board has no objections to the Liquor License Application submitted by Tub Town Incorporated and that the Town Board write a letter requesting that the 30-day waiting period be waived.

7. Resolution needed to award contract for the Town of Colling waterline interconnection project
RESOLUTION # 116: **AWARD CONTRACT FOR THE TOWN OF COLLINS WATERLINE INTERCONNECTION PROJECT**

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

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

WHEREAS, the Town of Collins has resolved to undertake a capital improvement project to complete the waterline interconnection between the Town of Collins Water District No. 1 Water System and the Collins Correctional Facility Water System, 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, five (5) bids were received, opened, and read aloud at a bid opening at 2:00 PM on Thursday, May 8, 2025, and

WHEREAS, Matt Kolo Excavating LLC was the successful low-bidder for the combined total of the base bid (to test the existing waterline) and Alternate A-1 (to install proximately 10 feet of 12-inch waterline connecting the two systems).

WHEREAS this project falls at a time when the Town has an existing contract open with Matt Kolo Excavating LLC for the drainage project and in order to allow for construction to proceed as soon as possible, MDA Consulting engineers PLLC recommends this work be incorporated into that project via a Change Order.

NOW THEREFORE BE IT RESOLVED, that

1. The Town Board authorize the award of the Contract to Matt Kolo Excavating LLC in the amount of \$28,146.00 for the base bid and \$18,504.00 for Alternate A-1, making a total contract price of \$46,650.00.
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.

8. Resolution needed to approve contractor for the Town of Collins library entrance sidewalk replacement project

RESOLUTION # 117: **APPROVE CONTRACTOR FOR THE TOWN OF COLLINS LIBRARY ENTRANCE SIDEWALK REPLACEMENT PROJECT**

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

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

WHEREAS, the Town had MDA Consulting Engineers, PLLC develop a Request for Proposals document to be sent to contractors to receive quotes to replace the existing Library Entrance Sidewalk, and

WHEREAS, the Town received three (3) proposals, as listed below:

Valone Concrete and Excavating	\$14,700.00
Enders Contracting LLC	\$19,500.00
Anastasi Trucking, Inc	\$22,600.00

WHEREAS, Valone Concrete and Excavating was the successful low bidder at \$14,700.00.

NOW THEREFORE BE IT RESOLVED that the Collins Town Board hereby authorizes the award of the Contract to Valone Concrete and Excavating. in the amounts of \$14,700.00 and the Town Supervisor is authorized to sign the contract.

Attorney Musacchio arrived at 7:40 pm.

9. Resolution needed to approve purchase of three (3) new computers

RESOLUTION # 118: APPROVE PURCHASE OF THREE NEW COMPUTERS

Motion made by Councilmember McLean and seconded by Councilmember O'Connor that the following is:

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

WHEREAS, all Town computers will be switched over to Windows 11 by Fall of 2025 and several older computers are not compatible with running Windows 11.

NOW THEREFORE BE IT RESOLVED that the Collins Town Board hereby authorizes the purchase of a Dell Opti Plex All-in-One (7420) Computer for the Town Supervisor's Office, a Dell Opti Plex Small Form Factor (7020) Desktop Computer for the Secretary to the Supervisor's Office, and a Dell Latitude (3550) Laptop Computer for the Town Planning Board Department through Dell Technologies at an estimated cost of \$2,482.74.

10. Resolution needed to approve applying for a 2025 Erie County Municipal Planning Grant to update the Town of Collins Zoning Map

RESOLUTION # 119: APPROVAL TO APPLY FOR A 2025 ERIE COUNTY MUNICIPAL PLANNING GRANT TO UPDATE THE TOWN OF COLLINS ZONING MAP

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

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

WHEREAS the Erie County Department of Environment & Planning has announced that the 2025 Municipal Planning Grant Program is now open for applications and that applications will be accepted until 4:00 PM on May 15, 2025, and

WHEREAS the Town of Collins wishes to update the town's Zoning Map, a project that would qualify for funds through the Municipal Planning Grant Program.

NOW THEREFORE BE IT RESOLVED that the Collins Town board hereby approves applying for a 2025 Municipal Planning Grant through Erie County in the amount of \$25,000.00 to be used for a project to produce a new updated Town Zoning Map and that the town of Collins provide \$2,000.00 and in-kind services to the project.

Discussion and Comments

1. Modify Town Codes to list additional businesses as permitted uses in R/A Zoning Districts as a part of the Amish Community would like to locate within fifteen miles around Collins Center. There would be more business than farming. A public hearing would have to be scheduled before a local law could be enacted
2. Adoption of solar and wind energy laws

With no further business, on a motion by Councilmember Hotnich seconded by Councilmember McLean the meeting was adjourned at 7:59 PM.

Becky Jo Summers, Town Clerk