

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 the 3rd day of June 2019.

Present: Kenneth Martin, Supervisor Jackie McLean, Councilman
 Mary Stelley, Councilman Becky Jo Summers, Town Clerk
 Sara Jane Sion, Councilman Attorney Musacchio (7:07 pm)

Absent: James Hotnich, Councilman

Others Present: Jim Ferro; Candace Termer; Holly Martindale; Thomas Siegle DCO

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

Resolution # 128: **AGENDA APPROVAL**

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

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

Resolution # 129: **MINUTES APPROVAL**

Motion made by Supervisor Martin seconded by Councilman Sion to approve the minutes of the May 20, 2019 town board meeting.

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

Resolution # 130: **ABSTRACT APPROVAL**

Motion by Councilman McLean seconded by Councilman Sion that the bills be paid on abstract #11 for 2019 dated June 3, 2019 for listed vouchers #354 – 374 for \$ 65,384.14:

General – Townwide	4,804.02	Water District # 3	10.67
General – Part Town	27.50	Water District # 4	.93
Highway	60,459.88	Total	\$ 65,384.14
Water District # 1	81.14		

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

Public Access

Jim Ferro of Kathy Lane asked for an update on his request of dedicating and updating Kathy Lane as a Town Road as he has not heard from anyone since he first came to the board July 26, 2017. The road has to be a three rod road before it can become a town road and it is only a two rod road. The road would have to be upgraded and updated. Mr. Ferro stated that area of Kathy Lane is no different from the rest of the road that the Town acknowledges and if the Board is going to or not do anything, he would like a letter stating that.

Departmental Reports

Attorney Musacchio went through the engineering contracts.

Bicentennial committee submitted their monthly report.

Building and Grounds committee will have a meeting this Wednesday.

Dog Control Officer Thomas Siegle submitted his monthly report.

Highway report was read by the Supervisor.

Trash day filled one compactor, three open tops, four electronic bins, two bins of brush and one bin of boards.

Parks Department – mowing what they can, mulched town areas and ordered playground mulch. Town Clerk's May sales of \$ 5,067.75 with the Town's portion \$ 4,518.43. So far, \$2,391,091.29 in taxes has been received out of a total of \$2,612,424.74. Balance remaining is \$221,333.45.

Water – beautification crew is removing vines and brush around the water towers and buildings. The annual water quality report has been completed and filed.

Board Reports

Councilman McLean attended Houghton for training, senior's luncheons; Liberty Fest meeting; met with MDA Consultants; attended NEST meeting and reviewed the vouchers.

Councilman Sion attended Houghton for training, attended the senior's luncheons; Liberty Fest meeting and reviewed the vouchers.

Councilman Stelley attended the Liberty Fest meeting; updated the website and reviewed the vouchers.

Supervisor Martin attended Houghton for training.

Old Business

1. Resolution to accept the Supervisors January 2019 report

RESOLUTION # 131: **ACCEPT JANUARY 2019 SUPERVISOR'S REPORT**

Motion made by Councilman Stelley and seconded by Councilman Sion to accept the Town of Collins Supervisor's Report as submitted, for the month of January 2019.

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

2. Resolution to accept the auditor's 2018 report

RESOLUTION # 132: **ACCEPT AUDITORS 2018 REPORT**

Motion made by Councilman McLean and seconded by Councilman Sion that the following resolution is:

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

WHEREAS, the Town has retained Freed Maxick CPA's to complete the annual financial audits, and

WHEREAS, Freed Maxick submitted their Financial Audit for 2018, and presented their findings on May 20, 2019.

NOW THEREFORE, BE IT RESOLVED that the Collins Town Board acknowledges that the financial records of the Town have been audited and that the Town Board accepts the audit report for the year ending December 31, 2018, prepared by Freed Maxick CPA's P.C.

New Business

1. Resolution to appoint new Planning Board member

RESOLUTION # 133: **APPOINT PLANNING BOARD MEMEBER**

Motion made by Councilman Stelley and seconded by Councilman McLean that the following resolution is:

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

WHEREAS, a vacancy exists on the Town of Collins Planning Board, due to the resignation of member Joan Fallon, and

WHEREAS, due to difficulties in obtaining candidates to serve on the Planning Board, the Collins Town Board is offering to have members of the Town's Zoning Board of appeals (ZBA) to also serve on the Town Planning Board, and

WHEREAS, receiving four hours of training for the ZBA will also qualify as four hours of training for the Planning Board and thus save the Town money for training expenses.

NOW THEREFORE BE IT RESOLVED that the Collins Town Board hereby appoints ZBA member Thomas Raymond to fill the vacant seat on the Collins Planning Board, effective June 4, 2019, and this appointment to expire December 31, 2022.

2. Resolution to appoint Zoning Board of Appeals member

RESOLUTION # 134: **APPOINT ZONING BOARD OF APPEALS MEMBER**

Motion made by Councilman McLean and seconded by Councilman Stelley that the following

resolution is:

ADOPTED Aye 3 McLean, Sion, Stelley
 Nay 0
 Abstain 1 Martin

WHEREAS, a vacancy exists on the Town of Collins Zoning Board of Appeals, due to the resignation of member Christine Timmel, and

WHEREAS, due to difficulties in obtaining candidates to serve on the Zoning Board of Appeals, the Collins Town Board is offering to have members of the Planning Board (PB) to also serve on the Zoning Board of Appeals, and

WHEREAS, receiving four hours of training for the PB will also qualify as four hour of training for the Zoning Board of Appeals and thus save the Town money for training expenses.

NOW THEREFORE BE IT RESOLVED, that the Collins Town Board hereby appoints PB member Brian M Martin to fill the vacant seat on the Collins Zoning Board of Appeals, effective June 4, 19, and this appointment to expire December 31, 2023.

3. Discussion on National Grid outdoor street lighting opt-in program – this program will replace the street lights that have reached the end of their useful life with energy efficient LED's. National Grid will replace any high intensity discharge HID roadway street lights at no cost at the time of failure. (If we were to replace all the street lights at one time, it would cost the Town \$ 24,892.07.) The Town will go with the Opt-in-Program.

4. Resolution to hire Constable for the Town of Collins

RESOLUTION # 135: HIRING OF CONSTABLE FOR COLLINS TOWN COURT

Motion made by Councilman Stelley and seconded by Councilman McLean that the following resolution is:

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

WHEREAS, the Town of Collins employees a pool of three court officers to provide order and safety on Town Court night, and

WHEREAS, one of the three officers is temporarily unable to work due to an injury, and

WHEREAS, the Town Board wishes to add an additional court officer to the pool in order to cover all court nights throughout the officer's absence.

NOW THEREFORE BE IT BE RESOLVED that the Collins Town Board hereby approves the appointment of Josh Liskow to the position of Constable for the Town of Collins Court at a starting salary of \$13.84 per hour effective June 4, 2019.

5. Discussion on engineering proposals for highway building electric upgrade, new storage building and Mill Street water line replacement – Supervisor Martin and the Board met with representatives of MDA Consulting Engineers, PLLC of Ellicottville, NY and they presented proposals for engineering services for the highway building electric upgrade, for the construction of a pole barn storage building and for the Mill Street waterline replacement project.

RESOLUTION # 136: RESCIND RESOLUTION #120 OF MAY 6, 2019

Motion made by Councilman Sion and seconded by Councilman McLean to rescind Resolution #120 of May 6, 2019.

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

RESOLUTION # 137: APPROVE ENGINEERING SERVICES CONTRACT FOR HIGHWAY BUILDING ELECTRIC UPGRADE

Motion made by Supervisor Martin and seconded by Councilman Stelley that the following resolution is:

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

WHEREAS, insufficient electrical capacity exist at the Town's Highway Building to supply power for proposed upgrades to the air compressor and welding systems and to supply power to the proposed new storage building, and

WHEREAS, the Town of Collins wishes to upgrade the existing undersized 208V 200A three phase electrical service to the Highway Building to a 480V 200A three phase service, and

WHEREAS, the Town wishes to incorporate a natural gas standby generator for full facility backup into this electrical service upgrade project.

NOW THEREFORE BE IT RESOLVED, that the Collins Town Board hereby approves the agreement with MDA Consulting Engineers, PLLC, 3 Bristol Lane, Ellicottville, NY 14731 to design, put out to bid and provide part-time resident inspection services for a project to upgrade the electrical service to the Highway Building and to install a standby generator at a cost of \$15,000.00 and that the Town Supervisor be authorized to sign the agreement.

RESOLUTION # 138: APPROVE ENGINEERING SERVICES CONTRACT FOR CONSTRUCTION OF A POLE BARN STORAGE BUILDING

Motion made by Councilman Stelley and seconded by Councilman Sion that the following resolution is:

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

WHEREAS, the Town of Collins desires to construct a pole barn style storage building to house the equipment of various town departments.

NOW THEREFORE BE IT RESOLVED, that the Collins Town Board hereby approves the engineering services agreement with MDA Consulting Engineers, PLLC, 3 Bristol Lane, Ellicottville, NY 14731 to provide design, bidding and construction monitoring services for the storage building construction project at a cost of \$27,500.00 and that the Town Supervisor be authorized to sign the agreement.

RESOLUTION # 139: APPROVE ENGINEERING SERVICES CONTRACT FOR MILL STREET WATERLINE REPLACEMENT PROJECT

Motion made by Councilman McLean and seconded by Councilman Stelley that the following resolution is:

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

WHEREAS, the water mainline on Mill Street south of Mildred Avenue in Water District #1 is a two inch galvanized pipe installed in the mid 1900's, and

WHEREAS, this two inch waterline is of insufficient size to supply water to the seven homes located there, is a dead end line with no blow off for flushing, and has deteriorated to the point where multiple leaks have had to be repaired, and

WHEREAS, the Town desires to replace this waterline using town personnel wherever possible.

NOW THEREFORE BE IT RESOLVED, that the Collins Town Board hereby approves the engineering services agreement with MDA Consulting Engineers, PLLC, 3 Bristol Lane, Ellicottville, NY 14731 for the Mill Street waterline replacement project at a cost of \$3,500.00 and that the Town Supervisor be authorized to sign the agreement.

With no further business, on a motion of Councilman Sion seconded by Supervisor Martin the meeting was adjourned at 8:29 pm.

Becky Jo Summers, Town Clerk