

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 8th day of June 2020.

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

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

Resolution # 133: **AGENDA APPROVAL**

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

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

Resolution #134: **MINUTES APPROVAL**

Motion made by Councilman Sion seconded by Councilman McLean to approve the minutes of the May 11, 2020 meeting.

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

RESOLUTION # 135: **APPROVAL OF BUDGET TRANSFERS AND MODIFICATIONS - 2020**

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

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

Transfer from:	A1355.100 Assessors – Personnel Services	\$20,000.00
Transfer to:	A1355.400 Assessors – Contractual	\$20,000.00

Transfer from:	A1940.400 Contingency Fund	\$ 605.35
Transfer to:	A1910.400 Unallocated Insurance	\$ 605.35

Transfer from:	A1989.000 Other General Government Support	\$ 12.56
Transfer to:	A1989.400 Unclassified (Fixed Assets...)	\$ 12.56

Resolution # 136: **APPROVAL OF PRE-PAYMENT OF INSURANCE BILLS**

Motion by Supervisor Martin seconded by Councilman McLean to approve the pre-payment of the following two bills:

NYS Insurance Fund – Workers Compensation \$ 8,238.14

NYS Insurance Funds – Disability \$ 196.04

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

Resolution # 137: **ABSTRACT APPROVAL**

Motion by Councilman McLean seconded by Councilman Sion that the bills be paid on abstract #6 for 2020 dated June 8, 2020 for listed vouchers # 290 – 348 for \$ 86,275.47:

General – Townwide	34,462.76	Water District # 1	1,404.34
General – Part Town	2,180.05	Water District # 3	402.32
Highway	15,723.35	Water District #4	<u>9.77</u>
Emergency Svs Dispatch	29,779.91	Total	\$ 86,275.47
Special Refuse Fund	2,312.97		

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

Board Reports

Councilman McLean spoke with Scott Martindale – the Seniors want to reopen, the landfill employees sent a thank you for the masks, etc., spoke with Ron Paluch, Emergency Manager, spoke with a School Street resident regarding mowing, worked on the new laptop to set up Facebook and reviewed the vouchers.

Councilman Sion spoke with some seniors on wanting to get the program back up and reviewed the vouchers.

Councilman Hotnich spoke with the highway department staff regarding opening up and will maintain a cleaning and sanitizing schedule, parks are covered for mowing, the walking path is well used. The Hillview Road pipeline repair should be finished the first week of July as they encountered some problems with pressurizing the lines.

Councilman Stelley worked on the laptop with Facebook, called some parks employees, updated the website, received a phone call from a resident regarding a problem of erosion and reviewed the vouchers.

Supervisor Martin has been in contact with National Grid regarding the contracts covering lighting. The owner of the Ames property was the only complaint on grievance day- no change. Court may open approximately in three weeks. Received a complaint of high grass at Routes 39 and 62.

Old Business

1. Resolution to accept March 2020 Supervisor's report

RESOLUTION # 138: **ACCEPT MARCH 2020 SUPERVISOR'S REPORT**

Motion made by Councilman Hotnich and seconded by Councilman Sion to accept the Town of Collins Supervisor's Reports as submitted, for the month of March 2020.

2. Resolution to accept auditors 2019 audit report

RESOLUTION # 139: **ACCEPT AUDITORS 2019 REPORT**

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

ADOPTED Aye 5 McLean, Sion, Hotnich, 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 2019, and presented their findings on May 11, 2020.

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, 2019, prepared by Freed Maxick CPA's P.C.

3. Resolution to accept Town Justices 2019 audit report

RESOLUTION # 140: **ACCEPT TOWN JUSTICES 2019 AUDIT REPORT**

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

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

WHEREAS, the N.Y.S. Unified Court System's "Action Plan" for the Justice Courts includes initiatives to improve accountability and controls over Justice Court finances and records, and

WHEREAS, Section 2019-a of the Uniform Justice Court Act requires that town and village justices annually provide their court records and dockets to their respective town and village auditing boards, and that such records then be examined or audited, and

WHEREAS, the Collins Town Board has retained the firm of Freed Maxick, CPA's to audit the towns financial records, including those of the two (2) town justices.

NOW THEREFORE, BE IT RESOLVED that the Collins Town Board acknowledges that the records of Town Justices Walter Cain and Brian Gernatt have been audited and that the Town Board hereby accepts the audit report for the year 2019, as prepared by Freed Maxick CPA's.

New Business

1. Resolution to change rate of pay per hour for experienced Town of Collins seasonal beautification laborers

RESOLUTION # 141: **CHANGE RATE OF PAY PER HOUR FOR TOWN OF COLLINS SEASONAL BEAUTIFICATION LABORERS**

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

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

WHEREAS, it is the responsibility of the Collins Town Board to fill the positions of Seasonal Beautification Laborers, and

WHEREAS, the Town of Collins wishes to remain competitive in hiring.

NOW, THEREFORE BE IT RESOLVED, that the hourly rate of pay for the Town of Collins Seasonal Beautification Laborers be increased to \$13.80 per hour effective June 8, 2020.

2. Discussion on opening up town building to the public and returning town employees to regular hours of operations

Town Hall will open Wednesday, June 10th with social distancing and masks. Senior and youth recreations have been cancelled.

3. Discussion on lawn mowing of Town properties by private entities

New Topics

1. Little Einstein's monthly rent was paid for April and May. Town will give a two-month rent credit for what has already paid.

2. US Flags for Town display on poles – Councilman Hotnich will check on the number of flags we have. Sue Gamel stated the last order was for 30 flags.

3. Locked drop box for town hall will be looked into

4. Discussion on distribution of masks

With no further business, on a motion of Councilman McLean seconded by Councilman Sion the meeting was adjourned at 8:07 pm.

Becky Jo Summers, Town Clerk