

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 1<sup>st</sup> day of July 2019.

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

Absent: James Hotnich, Councilman

Others Present: Thomas Siegle DCO; Holly Martindale

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

Resolution # 146: **AGENDA APPROVAL**

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

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

Resolution # 147: **MINUTES APPROVAL**

Motion made by Councilman Stelley seconded by Councilman Sion to approve the minutes of the June 17, 2019 town board meeting.

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

Resolution # 148: **ABSTRACT APPROVAL**

Motion by Councilman McLean seconded by Councilman Sion that the bills be paid on abstract #13 for 2019 dated July 1, 2019 for listed vouchers #435 – 475 for \$ 255,934.99:

General – Townwide	4,978.84	Water District # 1	1,068.57
General – Part Town	4,809.46	Water District # 3	401.89
Highway	240,938.79	Water District # 4	<u>3,272.80</u>
Special Refuse	464.64	Total	\$ 255,934.99

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

**Departmental Reports**

Building Committee minutes were gone through.

Dog Control Officer submitted his monthly report.

Highway Department report was read by the Supervisor.

Liberty Fest Committee submitted their report.

Town Clerk reported June sales of \$4,741.25 with the Towns' portion \$ 4,305.53. \$ 2,613,031.11 in taxes were collected with a balance of \$ 216,755.75 left that was turned over to Erie County Department of Taxation and Finance.

Water report was read by Supervisor Martin.

**Board Reports**

Councilman McLean attended the Liberty Fest meetings, the HVA meeting, the Bicentennial meeting, the Library hot dog roast, spoke with the Dog Control Officer and reviewed the vouchers.

Councilman Sion attended the Liberty Fest meetings, reviewed the vouchers and attended the Library hot dog roast.

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

Supervisor Martin spoke on the nine days of early voting in November, attended the Community Development Block Grant meeting and met with the town engineers on the new highway

building.

#### Old Business

1. Resolution to set Town Board meeting schedule for remainder of 2019

#### **RESOLUTION # 149: SET TOWN BOARD MEETING SCHEDULE FOR REMAINDER OF 2019**

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

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

WHEREAS, the Collins Town Board wishes to change from having two Town Board meetings per month to one meeting per month.

NOW, THEREFORE BE IT RESOLVED, that the Collins Town Board hereby sets the meeting schedule for the remainder of 2019 to be Monday, August 5<sup>th</sup>; Monday, September 9<sup>th</sup>; Tuesday, October 15<sup>th</sup>; Tuesday, November 12<sup>th</sup> and Monday, December 9<sup>th</sup>.

2. Resolution to accept the Supervisors April 2019 report

#### **RESOLUTION # 150: ACCEPT APRIL 2019 SUPERVISOR'S REPORT**

Motion made by Councilman McLean and seconded by Councilman Stelley to accept the April 2019 Supervisor's report.

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

#### New Business

1. Resolution to pre-approve Town expenses for July

#### **RESOLUTION # 151: APPROVE TOWN EXPENSES FOR JULY**

Motion made by Supervisor Martin, seconded by Councilman Sion that the following is:

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

WHEREAS, the Collins Town Board is having only one Board meeting in July, that being on July 1, 2019, and

WHEREAS, to make timely payment and avoid late payment fees on certain expenses incurred.

NOW THEREFORE BE IT RESOLVED, the Collins Town Board hereby pre-approves payment for the July Health Insurance bill to Blue Cross and Blue Shield in the amount of \$5,985.29, the July Workers' Compensation Insurance bill to NYSIF in the amount of \$2,839.83, the life insurance bill to Prudential in the amount of \$68.98 and the L716 Party Rental for the photo booth in the amount of \$75.00.

2. Accept Contractor's bid for concrete work at the Collins Library and Town Hall – three bids were received for the concrete work but they did not bid the same. A permit will have to be obtained from the State to work in the road right-of-way as the building committee would like to see the pitch tapered differently. The town engineer would be asked to do this. Holly Martindale, President of the Library Board of Trustees asks if the project could be split in two and leave the Route 39 work off the project for now and do just the curbing and in front of the door. Supervisor Martin stated a new RFP for the project would be needed and if the engineers get involved – it probably would not happen until next year.

3. Appointment of Assessor for the town of Collins for a six-year term – Six-year term for the assessor expires in September this year. An ad will be placed in The Observer July 7<sup>th</sup> and 14<sup>th</sup>, accepting applications until July 26<sup>th</sup> at 4:00 pm.

#### **RESOLUTION # 152: APPROVE AD FOR ACCEPTING APPLICATION FOR TOWN ASSESSOR**

Motion made by Supervisor Martin, seconded by Councilman Sion that the following is:

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

WHEREAS, the town of Collins sole appointed Assessor position, six-year term, expires September 30, 2019.

**REGULAR MEETING**

**TOWN OF COLLINS**

**JULY 1, 2019   3**

NOW THEREFORE BE IT RESOLVED, that the Collins Town Board authorize the Town Clerk to

place the following ad for the Assessor position in the Dunkirk Observer, to run for one printing each, the days of July 7, 2019 and July 14, 2019 and shall require that all application be delivered to the Collins Town clerk no later than 4:00 pm, Friday, July 26, 2019:

The Town of Collins is accepting applications  
for a six-year appointment as Town Assessor.  
Must have training, certification and credentials  
Applications are available Monday-Friday from  
the Collins Town Clerk, 14093 Mill St., Collins, NY 14034  
or on the town Website ([www.townofcollins.com](http://www.townofcollins.com)).  
Applications will be accepted at the Town Clerk's Office  
until Friday, July 26, 2019 at 4 pm.

With no further business, on a motion of Councilman Sion seconded by Councilman Stelley the meeting was adjourned at 8:34 pm.

---

Becky Jo Summers, Town Clerk