

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 9th day of September 2019.

Present: Kenneth Martin, Supervisor James Hotnich, Councilman
Mary Stelley, Councilman Jackie McLean, Councilman
Sara Jane Sion, Councilman Becky Jo Summers, Town Clerk

Others Present: Doug Martindale, Thomas Wilder, Judy Wilder, Christina Wilder, Zachary Wilcox, Chris Jeanniton, Candee Termer

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

Resolution # 164: **AGENDA APPROVAL**

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

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

Resolution # 165: **MINUTES APPROVAL**

Motion made by Councilman Sion seconded by Councilman Hotnich to approve the minutes of the August 5th town board meeting and the August 26th special meeting.

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

Resolution # 166: **ABSTRACT APPROVAL**

Motion by Councilman Stelley seconded by Councilman McLean that the bills be paid on abstract #15 for 2019 dated September 9, 2019 for listed vouchers #567 – 647 \$ 58,189.82:

General – Townwide	26,914.67	Water District # 1	2,350.10
General – Part Town	4,116.52	Water District # 3	623.22
Highway	19,548.26	Water District # 4	2.15
Special Lighting	1,822.89	Total	\$ 58,189.82
Special Refuse	2,812.01		

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

Public Access

1. Candee Termer reported on the book and bake sale for the library on the 19th through the 21st.
2. Thomas Wilder and Judy Wilder (mother) addressed the board of the on-going (eight year) problem they are having with her neighbors across Route 62. Music starts 4:30 am and goes to 9:00 pm many days and can be heard over the chainsaw. The Sheriff was called and he stated the Town does not have an electronic noise ordinance.

Burning bark off logs also starts 4:30 am and the smoke lingers for hours in the valley. They have logs delivered that they cut up to make firewood which they sell. They are not zoned agricultural or commercial. The DEC was called and they told the Wilder's it is a code problem. The Wilders have spoken with our code officers and wanted to show a video, but they would not look at the video that was taken.
This will be looked into.

Public Hearing – 7:30 PM – Cable Television Franchise Agreement
Supervisor Martin read the notice of public hearing and explained the renewal of the 10-Year contract. The floor was opened for questions.
Zackary Wilcox asked what percentage of fee is passed down to customers. 3%. If the fee is raised Spectrum will increase the fee. Consensus is to lower the term from 15 years to 10 years.

RESOLUTION # 167: OPEN PUBLIC HEARING ON CABLE TELEVISION FRANCHISE AGREEMENT

Motion made by Councilman Sion, seconded by councilman Hotnich to open the public hearing on Cable Television Franchise Agreement at 7:30 pm.

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

NOTICE OF PUBLIC HEARING FOR THE APPROVAL OF A CABLE TELEVISION AGREEMENT BETWEEN TIME WARNER CABLE NORTHEAST LLC AND THE TOWN OF COLLINS

PLEASE TAKE NOTICE that the Town Board of the **Town of Collins** will hold a Public Hearing on Monday, September 9, 2019 at 7:30 p.m. at the Collins Town Hall, 14093 Mill Street, Collins, New York regarding granting a cable television franchise agreement by and between the **Town of Collins** and Time Warner Cable Northeast LLC, l/k/a Charter Communications.

A copy of the agreement is available for public inspection during normal business hours at the **Town of Collins** Clerk’s office, 14093 Mill Street, Collins, New York. At such public hearing, all persons will be given an opportunity to be heard. Written and oral statements will be taken at that time. Time limitations may be imposed for each oral statement, if necessary.

RESOLUTION # 168: CLOSE PUBLIC HEARING ON CABLE TELEVISION FRANCHISE AGREEMENT

Motion made by Councilman McLean seconded by Councilman Hotnich to close the Public Hearing on Cable Television Franchise Agreement, at 7:48 PM.

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

Departmental Reports

Attorney Musacchio reported Ames sent in another tax reduction request.
Building and Grounds reported the boiler for the LKP has been ordered, the light survey on town buildings has been completed. Town met with engineers on the highway building project and is getting close to putting it out to bid. Drawings are completed on the storage building and hope to put out to bid in 2020.
Dog Control Officer submitted his monthly report with no activity.
Highway Department, transfer station and parks reports were read by the Supervisor.
Recreation report ready by the Councilman Stelley.
Town Clerk reported August sales of \$8,082.36 with the town's portion \$5,273.56.
Water report was read by the Supervisor.

Board Reports

Councilman McLean attended the ice cream social, fire truck dedication, interviews and reviewed the vouchers.
Councilman Sion attended the ice cream social, fire truck dedication, employment interviews and reviewed the vouchers.
Councilman Hotnich attended the employment interviews.
Councilman Stelley reviewed the vouchers, updated the website and the employment interviews.
Supervisor Martin made copies of the Evans dispatch agreement and will check on the Spectrum increases.

Old Business

1. Resolution to approve 2019 budget modification

RESOLUTION # 169: APPROVE 2019 BUDGET MODIFICATION

Motion made by Councilman Sion, seconded by Councilman Hotnich to approve the following 2019 Budget Modification:

DB Fund:

Transfer From:

Transfer To:

DB915 Assigned Unapprop Fund Bal \$58,000.00 DB5110.400 Transport-Contractual \$58,000.00
ADOPTED Aye 5 McLean, Sion, Hotnich, Stelley, Martin
Nay 0

2. Resolution - Accept July 2019 Supervisor's report

RESOLUTION # 170: ACCEPT JULY 2019 SUPERVISORS' REPORT

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

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

New Business

1. Resolution - Approve Cable Television Franchise Agreement

RESOLUTION # 171: TABLE CABLE TELEVISION FRANCHISE AGREEMENT

Motion made by Councilman Hotnich and seconded by Councilman Sion to table action on the cable television franchise agreement until the October 15, 2019 meeting.

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

2. Resolution - Set Date for Public Hearing on CDBG Funds for the Town of Collins

RESOLUTION # 172: SET DATE FOR PUBLIC HEARING ON 2020 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ELIGIBLE PROJECTS

Motion made by Supervisor Martin, seconded by Councilman McLean to set a public hearing on October 15, 2019 at 7:30 pm to discuss 2020 Community Development Block Grant eligible projects.

NOTICE OF PUBLIC HEARING FOR TOWN OF COLLINS
FEDERAL COMMUNITY DEVELOPMENT FUNDS

PLEASE TAKE NOTICE that the Town Board of the Town of Collins will hold a public hearing on Tuesday, October 15, 2019 at 7:30 pm at the Collins Town Hall, 14093 Mill Street, regarding the use of Federal Community Development funds on the Town of Collins.

The Town of Collins is eligible for a Federal Community Development grant under Title I of the Housing and Community Development Act of 1974, as amended.

The purpose of the Hearing is to provide an opportunity for citizens to express community development and housing needs and to discuss possible projects which would benefit low and moderate income persons in the Town of Collins.

Citizens are urged to attend this meeting to make known their views and/or written proposals on the Town of Collins selection of potential projects to be submitted for possible funding by the Federal Community Development Grant Program.

The Hearing will also present a review of prior Community Development projects and expenditures and a discussion of eligible activities. The meeting room is wheelchair accessible. Those needing special arrangements should call the Town at 532-4887 ext. 101 by October 9, 2019.

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

3. Resolution - Approve Highway Department to Cut Trees in Collins Center Cemetery

RESOLUTION # 173: APPROVE HIGHWAY DEPARTMENT TO CUT TREES IN COLLINS CENTER CEMETERY

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

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

REGULAR MEETING

TOWN OF COLLINS

SEPTEMBER 9, 2019 4

Abstained Martin

WHEREAS, the Collins Center Cemetery Association Board of Directors in a letter dated August 14, 2019, has made a request of the Collins Town Board to supply assistance for the removal of one 8-inch maple tree and to trim limbs on two catalpa trees within the Collins Center

Cemetery, and

WHEREAS, NYS General Municipal Law §165-a adopted in 2010 allows municipal corporations to provide funding, goods/or services to a public cemetery corporation, and

WHEREAS, the Collins Town Board wishes to assist the Collins Center Cemetery Association with this matter.

NOW, THEREFORE BE IT RESOLVED, that the Collins Town Board hereby approves the Town of Collins Highway Department's assistance in the removal of one 8-inch tree and trimming limbs from two catalpa trees within the Collins Center Cemetery.

4. Resolution - Advertise for Winter Recreation Staffing

RESOLUTION # 174: **ADVERTISE FOR WINTER RECREATION STAFFING**

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

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

WHEREAS, the Town of Collins provides Recreational Services to the Youth of the Town, and
WHEREAS, the Recreation Program requires a Recreation Supervisor and Recreation Attendants to oversee the participants activities.

NOW, THEREFORE BE IT RESOLVED, the Collins Town Board approve the following ad to be placed in the Springville Journal and the Gowanda/Lakeshore Pennysaver & News, to run for one printing each, the week of September 20, 2019 and shall require all applications to be delivered to the Collins Town Clerk no later than 4pm, Friday, September 27, 2019. Applications are available at the Collins Town Clerk's Office, Town website at www.townofcollins.com or Youth Recreation Facebook Page.

The Town of Collins is accepting applications for
RECREATION SUPERVISOR & ATTENDANTS for its WINTER PROGRAM.

These positions are open to all area residents, High School Graduates, or GED Recipients.

Must be available weekends.

Preference given to Town of Collins residents.

Applications are available Monday-Friday at the

Collins Town Hall, 14093 Mill St., Collins NY

or on the Town website (www.townofcollins.com).

Applications will be accepted until Friday, September 27, 2019 by 4:00 PM.

5. Resolution - Approve New Town Employment Application Form

RESOLUTION # 175: **APPROVE NEW TOWN EMPLOYMENT APPLICATION FORM**

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, the Collins Town Board desires to update its' Application for Employment form to comply with all Federal, State/or Local Laws and Regulations, and

WHEREAS, the Collins Town Board engaged Public Sector HR Consultants LLC. to develop the new form.

NOW, BE IT RESOLVED, that the Collins Town Board hereby approves the Application for Employment form developed by Public Sector HR Consultants LLC, and require that it be used by

REGULAR MEETING

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all applicants seeking any employment position with the Town of Collins.

6. RESOLUTION # 176: **ENTER INTO EXECUTIVE SESSION**

Motion by Supervisor Martin seconded by Councilman Sion to enter into an executive session at 8:25 PM to discuss the appointment for the position of appointed Town Assessor.

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

RESOLUTION # 177: RETURN TO REGULAR SESSION

Motion by Councilman Hotnich seconded by Councilman Sion to return to regular session at 8:59 PM.

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

Resolution - Appoint Assessor to a Six Year Term

RESOLUTION # 178: APPOINT ASSESSOR TO A SIX YEAR TERM

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

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

WHEREAS, the appointed assessor terms expire September 30, 2019 in New York State, with the next six year term to begin October 1, 2019 and end September 30, 2025, and

WHEREAS, the Collins Town Board advertised for applicants for appointment to the assessor portion, receiving four applicants who were subsequently interviewed.

NOW, BE IT RESOLVED, that the Collins Town Board hereby appoints Jeneen Hill to the position of Appointed Assessor for the Town of Collins for the six year term to begin on October 1, 2019 and to end on September 30, 2025.

Discussion held on winter recreation fees:

one child	10.00
two children	20.00
three children	30.00

Fees will remain the same.

Schedule Workshop Meetings on 2020 Budget

Wednesday, September 18, 2019 3 – 5 pm

Wednesday, September 25, 2019 2 – 4 pm

With no further business, on a motion of Councilman Hotnich seconded by Councilman Sion the meeting was adjourned at 9:10 pm.

Becky Jo Summers, Town Clerk

WORKSHOP MEETING

TOWN OF COLLINS

SEPTEMBER 18, 2019 1

A Workshop 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 18th day of September 2019.

Present: Kenneth Martin, Supervisor
 Mary Stelley, Councilman

Jackie McLean, Councilman
Susan Gamel, Bookkeeper

Sara Jane Sion, Councilman

Becky Jo Summers, Town Clerk

Absent: James Hotnich, Councilman

Others Present: Peter Waterman, Highway Superintendent

Supervisor Martin called the meeting to order at 3:00 PM.

RESOLUTION # 175: PREPAY NYSIF DISABILITY BENEFITS VOUCHER

Motion made by Councilman McLean seconded by Councilman Sion to pay Voucher #650, as a prepay, to NYSIF Disability Benefits in the amount of \$67.67.

ADOPTED	Aye	4	McLean, Sion, Stelley, Martin
	Nay	0	
	Absent	1	Hotnich

Went through the highway budget lines: with increases in the price of salt, wages and fuel Mr. Waterman feels the budget lines will be ok. The State promised the same money as last year for CHPS.

Parks budget looks good. Would like to replace the 16' trailer with an 18' one that would better fit the mowers. Went through the replacement list of equipment.

Transfer station needs to have the drive near the paper bins widened and the whole black top needs to be oiled and chipped after repair. We need another open top and put money into next year's budget for a compactor.

All hourly wages will increase \$.70 per hour and salaried with increase 3%. Increase the Supervisor's salary up \$1,000.00 each year for four years to bring it up to \$25,000.00.

Zombie properties – Supervisor Martin signed up with Erie County to access the list of zombie properties that have a mortgage. (Approximately 10 properties)

Supervisor Martin and Bookkeeper Susan Gamel met with Cattaraugus County Bank officials regarding our investments.

Dough Martindale went through all building for the next lighting project; our cost would be about \$19,000.00.

For the highway cold storage building we would get a grant of \$100,000.00 so our cost would be \$350,000.00.

The engineering is done on the upgrade of electrical for the highway barn. A generator is wanted.

With no further business, on a motion of Councilman McLean seconded by Councilman Sion the meeting was adjourned at 5:10 pm.

Becky Jo Summers, Town Clerk

WORKSHOP MEETING

TOWN OF COLLINS

SEPTEMBER 25, 2019 1

A Workshop 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 25th day of September 2019.

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

Absent: James Hotnich, Councilman

Others Present: Peter Waterman, Highway Superintendent

Supervisor Martin called the meeting to order at 2:00 PM.

RESOLUTION # 176: AGENDA APPROVAL

Motion made by Councilman Sion seconded by Councilman McLean to approve the agenda as amended to approve the addition of unpaid water bills to the 2020 property tax.

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

Old Business

1. The cable franchise fee is on the television part of the bills. Most small towns are at 5%, we are a 3%. Resolution will be done at the October 15th meeting.

New Business

1. Resolution to purchase compactor bin for the transfer station

RESOLUTION# 177: PURCHASE COMPACTOR BIN FOR TRANSFER STATION

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

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

WHEREAS, the Town owns bins for use at the Transfer Station, and
WHEREAS, the compactor bin is in deteriorated condition and in need of replacement, and
WHEREAS, in an effort to update equipment on a reasonable interval, the Highway Department solicited three bids for a new 40-yard compactor bin, receiving the following bids:
Northeast Industrial Mfg., Inc. \$8,308.00
640 Keystone Road, Greenville, PA 16125
Bucks Fabricating A Deist Industries Co. \$9,040.00
3547 Perry Highway, Hadley, PA 16130

Stone Valley Welding LLC No Response
11582 Guyer Road, Huntingdon, PA 16652

NOW THEREFORE BE IT RESOLVED, that the Town board authorizes the purchase of a compactor bin from Northeast Industrial Mfg., Inc. for \$8,308.00 including shipping, to be paid from Budget Line SR8160.220 - Equipment, and that the old bin be declared surplus and sold for scrap.

Budget – Judicial

Both judges feel they can run next year with the same budget as this year. All four will have mandatory training this year. They would like to keep the four court officers. The State has made changes and both judges are not sure how they will affect the work load.

New Business – continued

2. Resolution to install energy efficient LED lighting at the town hall, library and highway maintenance building

WORKSHOP MEETING TOWN OF COLLINS SEPTEMBER 25, 2019 2

RESOLUTION # 178: INSTALL ENERGY EFFICIENT LED LIGHTING AT THE TOWN HALL AND HIGHWAY MAINTENANCE BUILDING

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

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

WHEREAS, lighting at the Town Hall and Highway Maintenance Building is outdated and not energy efficient by today's standards, and
WHEREAS, the Town board wishes to update the lighting at these two building for improved lighting and cost efficiencies, and
WHEREAS, the Town had a free energy lighting assessment conducted at the two buildings through National Grid's Small Business Services Program, and

pay us \$900.00 rental for the nine days of early voting. Consensus of the board is not charge them the fee.

Heidi Kibler resigned from the clerk to Assessor position effective September 30, 2019.

Supervisor Martin is waiting for the dispatch contract and will try to get the rate down to 5%.

With no further business, on a motion of Councilman seconded by Councilman McLean the meeting was adjourned at 4:04 pm.

Becky Jo Summers, Town Clerk

WORKSHOP MEETING

TOWN OF COLLINS

OCTOBER 2, 2019 1

A Workshop 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 2ND day of October 2019.

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

Supervisor Martin called the meeting to order at 2:00 PM.

The Bagdad Road water tower is being cleaned today.

A proposal from Computer Search (our timeclocks) was received comparing the cost of lease vs purchase.

Jeneen Hill, the new assessor would like a two-sided copier. Comments were made concerning a three-way service agreement for assessing services.

Bicentennial committee would like a town seal to put on t-shirts and other items. The Board would like to see a bicentennial seal for the event and not use a town seal. Councilman Hotnich will attend their next meeting On Wednesday, October 9, at 6:30 pm.

The Board went through the budget adjusting some figures and then went through the four major fund recaps.

Most funds are very healthy.

With no further business, on a motion of Councilman Hotnich seconded by Councilman Stelley the meeting was adjourned at 4:20 pm.

Becky Jo Summers, Town Clerk