

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 5th day of December 2016.

Present: David Tessmer, Supervisor
Kenneth Martin, Councilman
Mary Clark Councilman
Janet Vogtli Councilman
Mary Stelley, Councilman

Becky Jo Summers, Town Clerk
Sue Gamel, Bookkeeper
James Musacchio, Attorney
Peter Waterman, Highway Superintendent

Others Present: Dick Agle, Planning Board; EC Comptroller Stefan Mychajliw and Andrew Kuczkowski, Observer reporter

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

Resolution # 223: **AGENDA APPROVAL**

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

ADOPTED Aye 5 Vogtli, Martin, Stelley, Clark, Tessmer
Nay 0

Resolution # 224: **MINUTES APPROVAL**

Motion made by Councilman Clark seconded by Councilman Martin to approve the minutes of the November 21st town board meeting.

ADOPTED Aye 5 Vogtli, Martin, Stelley, Clark, Tessmer
Nay 0

Resolution # 225: **ABSTRACT APPROVAL**

Motion by Councilman Stelley seconded by Councilman Vogtli that the bills be paid on abstract # 21 for 2016 dated December 5, 2016 for listed vouchers 806 - 842 for \$ 73,011.07:

General – Townwide	27,605.68	Water District # 1	1,487.15
General – Part Town	3,900.10	Water District #3	443.06
Highway DB	38,479.72	Water District #4	38.53
Special Refuse	1,056.83	Total	\$ 73,011.07

ADOPTED Aye 5 Vogtli, Martin, Stelley, Clark, Tessmer
Nay 0

Presentation by Erie County Comptroller Stefan Mychajliw

The Comptroller commended the Town on being in a good financial position. He explained what Erie County would do to help a town if it gets in financial distress. Mr. Mychajliw explained what he has done to cut costs and streamline operations since he took office.

Christine Timmel, Chairman of the Zoning Board of Appeals has resigned from the position of chairman but want to remain on the board.

Reports of Department Heads

Assessor is working on inputting all information into the tax roll for the next tax cycle and will submit a year-end report.

Attorney Musacchio attended the Zoning Board of Appeals meeting where a public hearing was set for Monday, January 30, 2017 on the application for a variance from the Collins Ctr. Cemetery Assn.

Code Enforcement Officers submitted their November report. Councilman Vogtli asked what can be done about the cell tower in Collins Center. Service has not improved. Supervisor Tessmer will

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give contact information. The process of installing the second cell tower will have to be re-started.

Highway Superintendent Waterman reported the loader has been delivered, but he is waiting for the proper paperwork to register it. The department has been putting the plows on the trucks; plowed six times; did equipment maintenance and repairs; had salt delivered and hauled sand. All of the town's equipment that was stored in the EC Highway building has been removed and is now stored in Gowanda's old 'compost shed'.

Three lights were replaced at the Transfer Station and shelves were built in the building.

The portables in the parks were picked up. Councilman Vogtli asked about a sink at the transfer station. There is a portable sink in the warmer weather. Supervisor Tessmer will look into a sink inside the building since it is insulated.

Recreation – Councilman Stelley reported attendance is up to approximately 30 on Friday and Saturday but the big kid's numbers are struggling.

Water - The project is winding down on the meters. Fifty-eight have been scheduled out of 108 for the week of December 12th. Jason Opferbeck suggests doing an estimated billing this quarter of the last four quarters; which he feels will be fairer. A reading will be done just before January 2017 to start the next quarter. There may be approximately 50 meters the water department will install. There are about 12 places that by-passed the meters. Man gates have been installed; the building is up and there is a huge hole in front of the gate in Collins Center.

Board Reports

Councilman Vogtli worked with Jason Opferbeck on the meters; conversed with Central Police Services regarding Evans dispatch.

Councilman Martin reviewed the vouchers and attended the ZBA meeting.

Councilman Stelley reviewed the vouchers, updated the website and did employee interviews.

Councilman Clark did employee interviews.

Supervisor Tessmer worked on the commercial solar regulations; drafted the DOCCS MOU; reported the lower level ADA restroom is under construction; met with the demo contractor on the two houses to be demoed and will obtain a quote on the asbestos in the Collins Center house. Mr. Tessmer worked with Jason on the meters; attended the CDBG site tour and the scoring meeting. Our LKP roof replacement project was fully funded at \$150,000.00.

Old Business

1. Resolution to appoint caretaker

RESOLUTION #226: APPOINT PART TIME CARETAKER

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

ADOPTED Aye 5 Vogtli, Martin, Stelley, Clark, Tessmer
 Nay 0

WHEREAS, the Town of Collins requires custodial services to maintain its buildings, and
WHEREAS, the Town's caretaker submitted her resignation, and the Town advertised to fill the position, and

WHEREAS, in response to this ad, the Town received 2 applications, and

WHEREAS, the Personnel Committee has interviewed both applicants and found them to be

qualified to fill the position.

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Collins appoints Donna Bellanca to the position of PT Caretaker, 19.0 hours per week, at a rate of pay of \$10.40 per hour, with a probationary period of 90 days, effective December 6, 2016.

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2. Water meter replacement project update was addressed under the water report.

New Business

1. Resolution to adopt damaged mailbox policy

RESOLUTION # 227: **ADOPT DAMAGED MAILBOX POLICY**

Motion made by Supervisor Tessmer and seconded by Councilman Clark that the following resolution is:

ADOPTED	Aye	5	Vogtli, Martin, Stelley, Clark, Tessmer
	Nay	0	

Whereas, the Town of Collins Highway Department removes snow from approximately 115 lane miles of Town and County roadway, and

WHEREAS, there are hundreds of private residential mailboxes adjacent to those roadways, and

WHEREAS, due to many factors a Town Snowplow occasionally unintentionally damages a private mailbox beyond repair during the snow removal process.

NOW, THEREFORE BE IT RESOLVED, that the Collins Town Board hereby adopts a policy that any private residential mailbox damaged beyond repair during the process of snow removal will be replaced with a standard U.S. mailbox and 4" x 4" wooden post, delivered and installed at no cost to the homeowner, and

BE IT FURTHER RESOLVED, that this policy be posted at the Town Hall and on the Town website prior to each winter season.

With no further business, on a motion of Councilman Clark seconded by Councilman Vogtli the meeting was adjourned at 8:22 pm.

Becky Jo Summers, Town Clerk