

COLLINS TOWN BOARD  
MARCH 7, 2016  
**REGULAR MEETING AGENDA**

Call to order with salute to flag

Approval of Agenda

Adoption / Amendments to Minutes

Approval / Adoption of Abstract

Upcoming Meetings

- Planning Board – March 15, 2016, 7:00 PM Town Hall Boardroom
- Southtowns Community Enhancement Meeting – March 10, 2016, 10:00 AM Angola

Information

Correspondence

Public Access

Reports of Department Heads and Consultants

Assessor, Attorney, CEO, Dog Control Officer, Highway & Transfer Station, Parks & Recreation,  
Planning Board, Town Clerk, Water, ZBA

Reports of Board and Committees

Janet Vogtli, Ken Martin, Mary Stelley, Mary Clark, Dave Tessmer

Old Business

- Gowanda Ambulance Update
- Resolution to appoint 2016 Liberty Fest committee

New Business

- Resolution to advertise for Town Constable position
- Resolution to advertise for library parking lot bids
- Resolution to advertise for Summer Beautification employees
- Discussion on Tax Cap Resolution

New Topics – Discussion and Comments

Next meeting will be Monday March 21, 2016 – Workshop Topic – TBD

Adjourn

**RESOLUTION: APPOINT 2016 LIBERTY FEST COMMITTEE**

WHEREAS, the Town of Collins is interested in promoting an atmosphere of sociability among the residents of the Town, and

WHEREAS, to this end, since 2011 the Town has sponsored the Liberty Fest, which has been well-received by the community, and

WHEREAS, the Town endeavors to once again provide the residents with a similar opportunity to enjoy this recreational event, and

WHEREAS, the Town Board has budgeted \$3,500.00 of unreimbursed Town funds to fund this event.

NOW THEREFORE BE IT RESOLVED. that the Town Board designates Sunday, July 3, 2016 as the date on which the 6<sup>th</sup> annual Liberty Fest will be held, with Saturday, July 10<sup>th</sup> as the rain date for the fireworks only, and

BE IT FURTHER RESOLVED that Mary Stelley and Mary Clark be designated co-chairs of the Liberty Fest Committee, with the authority to spend funds allocated to this celebration in the 2016 budget and any funds expected to be raised by select events.

**RESOLUTION: ADVERTISE FOR CONSTABLE**

WHEREAS, due to the outside employment obligations of the current Town of Collins Constable, it is necessary to advertise for qualified applicants, to ensure the safety of Court personnel as well as the public, at all court sessions.

NOW, THEREFORE BE IT RESOLVED that the Collins Town Board approve the placement of the following advertisement in the Gowanda News and Springville Journal the week of March 12, 2016, for the purpose of identifying candidates for the vacant Town Constable position:

**TOWN CONSTABLE WANTED -- TOWN OF COLLINS**

**DUTIES INCLUDE COURT OFFICER RESPONSIBILITIES**

If applicant is a retired Officer, must comply with HR 218, "The Law Enforcement Officers Safety Act," by successfully completing the retired officer carry firearms course recognized by their department, which must be offered every year.

Knowledge and yearly review of Penal Law Article 35

**Active officer must complete a yearly firearms course recognized by their department**

**Knowledge and yearly review of Penal Law Article 35**

APPLICATIONS AVAILABLE AT THE TOWN CLERKS OFFICE OR ON TOWN WEB SITE  
AND MUST BE RECEIVED BY MARCH 18, 2016, AT 4:00 PM

**RESOLUTION: ADVERTISE NOTICE TO BIDDERS FOR LIBRARY PARKING LOT REPAIRS & SEALING**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to advertise the attached notice to bidders in the Dunkirk Observer on Sunday, March 13, 2016, and also distribute Invitations to Bid to area vendors, with bids to be received and opened at 4:00 PM on April 8, 2016, at the office of the Collins Town Clerk.

**COLLINS PUBLIC LIBRARY PARKING LOT:  
REPAIRS, SEALING & STRIPING – TOWN OF COLLINS NEW YORK**

Sealed bids for the repair, sealing, and striping of the Collins Public Library Parking Lot by the Town of Collins, will be received by the Town Clerk's office located in the Town Hall, 14093 Mill Street, Collins, New York 14034 on or before 4:00 P.M., local time, on the 8th day of April, 2016, at which time they will be publicly opened and read aloud.

Invitations to Bid and specifications for the purchase may be obtained at the office of the Collins Town Clerk or at [www.Townofcollins.com](http://www.Townofcollins.com).

Each bid proposal shall be submitted in a sealed envelope, clearly marked

"BID ENCLOSED: COLLINS LIBRARY PARKING LOT SEALING".

The Town reserves the right to reject any and all bids, to consider the reputation and experience of any bidders in making its selection, to waive any informalities or minor deviations from the specifications, and to award the contract to other than the lowest bidder, if considered to be in the best interest of the Town of Collins. All bids shall be submitted intact on bidding form available for that purpose and addressed to: Becky Jo Summers Collins Town Clerk, 14093 Mill Street, Collins, New York 14034

**RESOLUTION: APPROVE AD FOR SUMMER BEAUTIFICATION EMPLOYEES**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve placing the following ad in the Gowanda News and Springville Journal for the weeks of March 12 and 19, 2016, with a deadline of April 8, 2016, at 4:00 pm, for summer beautification employees:

**Summer Jobs:**

**The Town of Collins is accepting applications for Beautification Laborers.**

**Positions are open to all residents 18 and over.**

**Applications are available at the Town Clerk's office and must be returned by April 8, 2016 at 4:00 PM.**

**Preference given to Town of Collins residents.**