

COLLINS TOWN BOARD
MAY 1, 2017
PROPOSED REGULAR AGENDA

Call to order with salute to flag

Approval of Agenda

Adoption / Amendments to Minutes

Approval / Adoption of Abstract

Upcoming Meetings

Information

- Board of Assessment Review (Grievance Day) May 24, 2017, 4:00 – 8:00 PM at Town Hall
- Gowanda Central School District 2017-18 Budget Public Hearing, May 3, 2017 6:00 PM
- Library Hot Dog Roast hosted by Legislator John Mills, Sat, June 17, 11:00 AM – 2:00 PM

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

- Resolution to participate in the National Purchasing Cooperative
- Resolution to approve purchase of commercial lawn mower

New Business

- Resolution to appoint 2017 Beautification Staff
- Resolution to appoint 2017 Summer Recreation staff
- Resolution to approve Town Justice Court Clerk
- Resolution to approve additional Justice Court Clerk salary for training
- Resolution to approve change order to asbestos removal contract
- Resolution to transfer SR Fund Capital Reserve funds to purchase Transfer Station Truck

New Topics – Discussion and Comments

Next meeting will be Monday May 15, 2017 – Workshop Topic –TBD

Adjourn

RESOLUTION: APPROVE PARTICIPATION IN NATIONAL PURCHASING COOPERATIVE

WHEREAS, the Town of Collins can purchase equipment at a savings by joining a national purchasing cooperative, and

WHEREAS, the Buy Board national Purchasing Cooperative offers contract pricing through an network of vendors that will increase efficiency by eliminating the bid process, and

WHEREAS, some equipment previously available at NYS Contract pricing, is now available only through this cooperative.

NOW, THEREFORE BE IT RESOLVED that the Collins Town Board authorizes the Supervisor to sign the Agreement with Buy Board Cooperative Purchasing to allow for the purchase of equipment, for a one year renewable term.

RESOLUTION: PURCHASE COMMERCIAL LAWN MOWER

WHEREAS, the Town currently owns a 2013 Ferris mower for use in maintaining Town properties, and

WHEREAS, the mower is 4 years old and has more than 434 hours on it, and

WHEREAS, in an effort to update equipment on a reasonable interval and prevent breakdowns, the Town included a replacement schedule in its 5-Year Capital Plan.

NOW THEREFORE BE IT RESOLVED, that the Town Board authorize the purchase of a Ferris ProCut S Commercial mower model 5900533, with a 24 HP motor and 61-inch deck, through the National Buy Board Contract, from Lamb & Webster for \$7,649.15, to be paid from Budget Line B7110.220 – Parks Improvement, and

BE IT FURTHER RESOLVED, that the 2013 Ferris ProCut mower, S/N 2015352858, be declared as surplus and sent to auction or sold by sealed bid, at the Highway Superintendent's recommendation.

RESOLUTION: HIRE 2017 BEAUTIFICATION EMPLOYEES

WHEREAS, the Town of Collins sponsors a Summer Beautification program to assist in maintaining the Town parks, cemeteries and other Town property, and

WHEREAS, the Town wishes to fill the positions necessary for this program, and

WHEREAS, the Town advertised for the position of Summer Beautification Employee, and the Personnel Committee, along with the Parks Crew Chief, interviewed applicants responding to this ad.

NOW, THEREFORE BE IT RESOLVED, that the Collins Town Board follow the recommendations of the Personnel Committee, and hire the following applicants as Employees for the 2017 Summer Beautification Program, effective May 2, 2017:

**Jared Krajewski, at \$9.70/hr
Heidi Ploetz, at \$9.70/hr
Jennah Stelley, at \$9.70/hr**

**Alternate, to serve as needed, effective May 18, 2017:
Maxwell Crosson, at \$9.70/hr**

RESOLUTION: HIRE 2017 SUMMER RECREATION EMPLOYEES

WHEREAS, the Town of Collins sponsors a Summer Recreation programs for the purpose of providing activities for the youth of our Town and to provide summer employment for college students, and

WHEREAS, the Town wishes to fill the positions necessary to carry out this program, and

WHEREAS, the Town advertised for the positions of Recreation Supervisor and Recreation Attendant, and the Personnel Committee, along with the Recreation Director, interviewed applicants responding to this ad.

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Collins follow the recommendations of the Recreation Director and Personnel Committee, and hire the following applicants for the 2017 summer programs:

Recreation Supervisor: Thomas McMullen, at \$12.36/hr.

Recreation Attendants at \$9.70/hr:

**Jacob Quiter, Brian Gernatt, Jessica Nickerson, Olivia Eastland, Justin Kehr,
Rebecca McMullen, Casey Peglowski, and Katie Steff**

Alternates: Derek Watkins, Mickey Mentley, and Autumn Mangano

RESOLUTION: APPOINT COURT CLERK

WHEREAS, the Town of Collins recently advertised to fill a Court Clerk position, and

WHEREAS, the Hon. Brian D. Gernatt conducted interviews, and selected a new Court Clerk, effective May 9, 2017.

NOW THEREFORE BE IT RESOLVED, that the Collins Town Board appoints Dianne J. Evans as Court Clerk, at an annual salary of \$9735.39, effective May 9, 2017, and prorated for the period from May 9, 2017, to December 31, 2017.

RESOLUTION: APPROVE ADDITIONAL COURT CLERK SALARY FOR TRAINING

WHEREAS, the Town of Collins has appointed Dianne Evans to fill a Court Clerk position effective May 9, 2017, and

WHEREAS, Justice Brian D. Gernatt has requested the current Court Clerk be retained to assist in her training until May 31, 2017.

NOW THEREFORE BE IT RESOLVED, that the Collins Town Board approves the request made by Justice Brian D. Gernatt, to allow for his current Court Clerk to be retained to train the newly appointed Court Clerk, at the existing pay rate, until May 31, 2017, and

BE IT FURTHER RESOLVED, that the following 2017 Budget transfer be made to cover the additional salary:

<i>TRANSFER FROM</i>		<i>TRANSFER TO</i>	
A 1940.400 Contingency Fund	\$748.88	A 1110.110 Employees – Court Clerk	\$748.88

RESOLUTION: APPROVE CHANGE ORDER NO. 1 FOR 3585 ROUTE 39 ASBESTOS REMOVAL PROJECT

WHEREAS, during the contractor's setup for the asbestos removal project at the 3585 Route 39 property, significant water damage to the ceiling was discovered, and

WHEREAS, the failure of the ceiling has created an unsafe working environment and poses a risk, and

WHEREAS, the asbestos removal contractor must remove the ceiling prior to commencing the removal work.

NOW THEREFORE BE IT RESOLVED, that the Collins Town Board approves Change Order Number 1 for the 3585 Route 39 Asbestos Removal project contract by Pierce Services, Inc., in the amount of \$_____, and authorizes the Supervisor to notify the contractor.

RESOLUTION: TRANSFER SR FUND CAPITAL RESERVE FUNDS

WHEREAS, the Town of Collins operates a Solid Waste Transfer station that serves all Town residents within that taxing district, and

WHEREAS, part of the equipment owned by the Town of Collins to operate the Transfer Station includes a 1995 tandem-axle Mack truck equipped with a roll-off chassis, and

WHEREAS, on April 18, 2017, that truck suffered a failure of the drive-train that is cost-prohibitive to repair to NYSDOT standards, and

WHEREAS, the 2017 Budget line SR230 – Capital Reserve has \$203,936.59, and the State Contract pricing for a replacement truck is \$163,200.00, and

WHEREAS, pursuant to Section 6-c of the General Municipal Law, the Town Board of the Town of Collins established a Capital Reserve Fund to finance the cost of the acquisition of Transfer Station equipment; and

WHEREAS, the Highway Superintendent has requested that the Town Board use \$163,200.00 from the Capital Reserve Fund to purchase the Mack truck and chassis set forth in this resolution.

NOW, THEREFORE, IT IS RESOLVED, that the Town Board approves the expenditure, and authorizes the following 2107 Budget transfer:

<i>TRANSFER FROM</i>		<i>TRANSFER TO</i>	
SR230 Capital Reserve	\$163,200.00	SR 8160.220 Equipment	\$163,200.00

, and

BE IT FURTHER RESOLVED, that this Resolution is subject to a permissive referendum, pursuant to General Municipal Law §6-c, and shall not be effective unless either no petition requesting a referendum meeting the requirements of Town Law §91 is filed on or before June 5, 2017, or this Resolution is approved by the affirmative vote of majority of the qualified electors of the Town of Collins voting on approval of the Resolution, and

BE IT FURTHER RESOLVED, that the Town Clerk shall publish a notice in the Dunkirk Observer on or before May 5, 2017, which shall: (1) set forth the date of the adoption of this Resolution; (2) contain an abstract of this Resolution concisely stating its purpose and effect; (3) specify this Resolution was adopted subject to a permissive referendum; (4) state that on or before June 5, 2017, a petition signed, and acknowledged or proved, or authenticated by electors of the town qualified to vote upon a

proposition to raise and expend money, in number equal to at least five per centum of the total vote cast for governor in the Town in 2014, but which shall not be less than 25, protesting against the Resolution and requesting that it be submitted to the qualified electors of the Town for their approval or disapproval; and,

BE IT FURTHER RESOLVED, the Town Clerk shall also cause a copy of the Notice to be posted on the sign board of the Town maintained pursuant to Town Law §30(6), and posted on the Town website, on or before May 5, 2017.

NOTICE OF ADOPTION OF RESOLUTION SUBJECT TO PERMISSIVE REFERENDUM

NOTICE IS HEREBY GIVEN that at a regular meeting held on the 1st day of May, 2017, the Town Board of the Town of Collins duly adopted a resolution, and abstract of which follows, which is subject to a permissive referendum pursuant to NY General Municipal Law §6-c.

The following is a summary of a resolution adopted by the Town Board of the Town of Collins on May 1, 2017:

Said resolution authorizes the transfer of \$163,200.00 from the 2017 Transfer Station Capital Reserve Fund to a Transfer Station Equipment line in the same amount, to allow for the emergency purchase of a 2017 Mack truck equipped with roll-off chassis for use by the Town of Collins Transfer Station, replacing a 1995 Mack truck that recently suffered catastrophic damage to the drive-train.

A copy of this resolution summarized herein is available for public inspection during normal business hours at the office of the Town Clerk, located at 14093 Mill Street, Collins New York.

Dated: May 1, 2017

Becky Jo Summers
Town Clerk
Town of Collins