

COLLINS TOWN BOARD
MAY 2, 2016
PROPOSED REGULAR AGENDA

Call to order with salute to flag

Approval of Agenda

Adoption / Amendments to Minutes

Approval / Adoption of Abstract

Upcoming Meetings

Information

- Library Hot Dog Roast hosted by Legislator John Mills, Sat, June 18, 11:00 AM – 2:00 PM
- Board of Assessment Review (Grievance Day) May 25, 2016, 4:00 – 8:00 PM at Town Hall
- SCEC Tour with Sen. Patrick Gallivan, Friday May 6, 2016. Maple Glen Sugarhouse 9:45 AM
- Gowanda Central School District 2016-17 Budget Public Hearing, May 4, 2016 6:00 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 approve preparation of joint water meter installation bid specifications
- Resolution to approve 2016 Budget Transfer
- Resolution to accept bid for paving basketball courts in Collins and Collins Center parks

New Business

- Resolution declaring May 1 – 7, 2016, as Municipal Clerks Week
- Resolution to accept LKPCC fence replacement bid
- Discussion on Transfer Station use by Village residents

New Topics – Discussion and Comments

Next meeting will be Monday May 16, 2016 – Workshop Topic –TBD

Adjourn

RESOLUTION: AUTHORIZE PAYMENT TO GOWANDA FOR AGREEMENT WITH HUNT ENGINEERS TO PREPARE WATER METER INSTALLATION BID SPECIFICATIONS

WHEREAS, The Collins Town Board is committed to replacing all water meters in the three water districts with state-of-the-art equipment that will improve accuracy and eliminate the antiquated meters currently in operation, and

WHEREAS, by adopted Resolution on February 16, 2016, the Town Board standardized the water meter to be used in all three districts, and

WHEREAS, to save costs and increase efficiency, the Town of Collins wishes to purchase and install these new meters as part of a joint project with the Village of Gowanda, and

WHEREAS, the Village of Gowanda has obtained a cost proposal from Hunt Engineers, Architects & Land Surveyors, P.C. of Horseheads, New York to prepare a bid package including assistance with advertising, reviewing bids, contract awards & payments, and contract closeout, and

WHEREAS, the total cost for these engineering services is \$4,600.00, to be shared equally by the Town of Collins and the Village of Gowanda, and

WHEREAS, the Village of Gowanda has approved the Agreement and authorized the payment of \$4,600.00, with the understanding that the Town of Collins will reimburse them for one half.

NOW, THEREFORE BE IT RESOLVED that the Collins Town Board approve the Town of Collins pro-rated share of \$2,300.00 for one half the cost of the fee from Hunt Engineers, Architects, and Land Surveyors, P.C., to provide these services, and authorize the payment to the Village of Gowanda, to be paid from 2016 Budget lines: SW1-1420.410; \$1,725.00, SW3-1420.450; \$529.00, and SW4-1420.410; \$46.00.

RESOLUTION: APPROVE 2016 BUDGET TRANSFER

Motion made by _____ seconded by _____ to approve the following 2016 Budget Transfer:

B Fund:

Transfer From:

B-915 Unappropriated Fund Balance \$32,194.00

Transfer To:

B-7110.220 Improvement \$32,194.00

RESOLUTION: ACCEPT BID FOR PAVEMENT REMOVAL AND REPLACEMENT AT BASKETBALL COURTS

WHEREAS, the Town solicited quotations for the removal of existing pavement, repaving and striping of the basketball courts at the Collins and Collins Center parks, and

WHEREAS, four contractors submitted quotations for the work, and

WHEREAS, the lowest quotation meets all the project requirements.

NOW, THEREFORE BE IT RESOLVED, that the Collins Town Board award the removal of existing pavement, repaving, and striping of the basketball courts at the Collins and Collins Center parks to Latak Blacktopping, Inc., of Springville, New York, for the lump sum amount of \$29,200.00, and fund the project from 2016 Budget Line B7110.220 – Improvement.

RESOLUTION: DECLARE MAY 1-7, 2016 AS MUNICIPAL CLERKS WEEK

WHEREAS, the Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

WHEREAS, the Office of the Municipal Clerk is the oldest among public servants, and

WHEREAS, the Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

WHEREAS, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all, and

WHEREAS, the Municipal Clerk serves as the information center on functions of local government and community, and

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meeting of their state, province, county and international professional organizations, and

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

NOW, THEREFORE BE IT RESOLVED, That Collins Town Board, recognizes the week of May 1 through May 7, 2016, as Municipal Clerk's Week, and further extend appreciation to our Municipal Clerk, Becky Jo Summers and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

RESOLUTION: ACCEPT BID FOR FENCE INSTALLATION AND REPAIRS

WHEREAS, the Town solicited five quotations for the repairs and installation of fencing at the Collins Center Park, and LK Painter Center properties, and

WHEREAS, two contractors submitted quotations for the work, and one declined to bid, and two did not respond, and

WHEREAS, the lowest quotation meets all the project requirements.

NOW, THEREFORE BE IT RESOLVED, that the Collins Town Board award the repairs and installation of fencing, at the Collins Center Park, and LK Painter Community Center to B&B Fencing of Springville, New York, for the lump sum amount of \$5,990.00, and fund the project from 2016 Budget Lines A1620.470 – Improvement \$2,996.00, and B7110.220 – Improvement \$2,994.00.