

COLLINS TOWN BOARD

OCTOBER 3, 2016

REGULAR MEETING AGENDA

Call to order with salute to flag

Approval of Agenda

Adoption / Amendments to Minutes

Approval / Adoption of Abstract

Upcoming Meetings

- Collins Fire District Budget Hearing – Tuesday October 18, 2016, 7:00 PM at Collins Fire Hall

Information

- Town Hall will be closed on Monday, October 10, 2016 for Columbus Day

Correspondence

Public Hearing – 7:30 PM on 2017 CDBG Project Requests

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 Declare Highway Equipment as Surplus
- Resolution to Accept August 2016 Supervisors Report
- Resolution authorizing tree removal in Collins Center Cemetery

New Business

- Resolution to set public hearing on the transfer of Repair Reserve funds to Capital Reserves
- Resolution to approve 2016 Budget Transfers and Modifications
- Resolution to appoint Library Trustee
- Resolution to place delinquent bills on taxes
- Resolution to increase part-time snow plow driver wages

Executive Session – to discuss the employment history of a particular person/persons relating to the appointment, promotion, demotion, discipline or removal

New Topics – Discussion and Comments

Next meeting will be Monday October 17, 2016 – Workshop Topic – **2017 Budget Review**

Adjourn

**RESOLUTION: OPEN PUBLIC HEARING ON 2017 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
ELIGIBLE PROJECTS:**

Motion made by _____, seconded by _____
to open public hearing at 7:30 pm to discuss 2017 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 **Monday,
October 3, 2016 at 7:30 pm** at the Collins Town Hall, 14093 Mill Street, regarding the use of Federal
Community Development funds in 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 September 30, 2016.

**RESOLUTION: OPEN PUBLIC HEARING ON 2017 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
ELIGIBLE PROJECTS:**

Motion made by _____, seconded by _____
to open public hearing at 7:30 pm to discuss 2017 Community Development Block Grant eligible
projects.

**RESOLUTION: CLOSE PUBLIC HEARING ON 2017 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
ELIGIBLE PROJECTS:**

Motion made by _____ and seconded by _____
to close the Public Hearing on 2017 Community Development Block Grant eligible projects, at _____
PM.

RESOLUTION: RANK 2017 ECCDBG PROJECT REQUESTS:

Motion made by _____, seconded by _____
to authorize David F. Tessmer, Supervisor, to sign, submit, and execute a contract with Erie County Community Development Block Grant (ECCDBG) program for the following projects, upon approval of ECCDBG:

1. LKPCC Lower Roof Replacement Project
2. Rural Transit Van Program

RESOLUTION: DECLARE HIGHWAY EQUIPMENT AS SURPLUS

WHEREAS, The Town recently purchased a new 2017 Mack truck and approved the purchase of a 2017 John Deere 4WD loader as part of its vehicle replacement program, and

WHEREAS, the new truck replaces a 2004 Sterling truck that is no longer required, and

WHEREAS, the new loader replaces a 2003 John Deere loader that is no longer required.

NOW, THEREFORE BE IT RESOLVED, that the Town of Collins declare the Highway Department 2004 Sterling Dump Truck – VIN No. 2FZAAZCV54AM36966 and the 2003 John Deere 544H Loader – Serial No. DW544HX588653 as surplus to be listed on the Auctions International web site, under the direction of the Town of Collins Highway Superintendent.

RESOLUTION: ACCEPT AUGUST 2016 SUPERVISORS REPORT

Motion made by _____ and seconded by _____ to
accept the Town of Collins Supervisor's Report as submitted, for the month of August 2016.

RESOLUTION: APPROVE TREE LIMB REMOVAL AT COLLINS CENTER CEMETERY

WHEREAS, the Collins Center Cemetery Association Board of Directors has made a request to the Collins Town Board to supply the labor and equipment necessary to remove a downed tree limb in the C. C. 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 C.C. Cemetery Association with this matter.

NOW, THEREFORE BE IT RESOLVED, that the Collins Town Board hereby authorizes the Town of Collins Highway department to supply the labor and equipment necessary to remove the limb, and that expenses be taken from the 29016 Town Budget A Fund Home and Community Services line A8810.400 – Cemeteries.

RESOLUTION: SET PUBLIC HEARING ON REPAIR RESERVE FUND TRANSFER

Motion made by _____, seconded by _____ to set a public hearing on Monday, November 7, 2016, at 7:30 pm, on the transfer of unexpended balances in the Repair Reserve lines in the B, DA, and SR Funds to Capital Reserve lines in their corresponding Funds, and authorize the publication of Hearing Notice as follows:

**NOTICE OF PUBLIC HEARING
ON THE TRANSFER OF UNEXPENDED BALANCES
IN REPAIR RESERVES FOR THE TOWN OF COLLINS**

PLEASE TAKE NOTICE that pursuant to Section 20 of the Municipal Home Rule Law, a public hearing will be held before the Town Board of the Town of Collins, New York, at the Town Hall, 14093 Mill Street, Collins, New York, on **Monday, November 7, 2016, at 7:30 p.m.** to consider the following:

The Town of Collins proposes the transfer of unexpended balances in the Repair Reserve funds to Capital Reserve funds, as follows:

**B - \$28,678.64
DA - \$5,405.26
SR - \$153,931.59**

If approved by the Town Board, this transfer shall become effective immediately and will include any additional interest acquired. All interested parties may attend and be heard.

Dated: October 3, 2016

BECKY JO SUMMERS
Collins Town Clerk

RESOLUTION: APPROVE 2016 BUDGET MODIFICATIONS

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

A Fund:

Transfer From:

Transfer To:

A8810.400 Cemeteries Contractual	\$688.04	A8810.100 Cemeteries Pers. Svcs	\$688.04
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B Fund:

Increase Revenue (recognize additional revenue)

Increase Expenditure (Recreation Field Trips)

B2772 Recreation Field Trip Reimburse	\$1,247.00	B7310.404 Youth Progs—Rec field trips	\$1,247.00
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RESOLUTION: APPOINT LIBRARY TRUSTEE

Motion made by _____ and seconded by _____ to appoint Holly Martindale as Library Trustee, to a 5-year term to expire December 31, 2021.

RESOLUTION: APPROVE THE ADDITION OF UNPAID TOWN SERVICE BILLS TO PROPERTY TAXES

WHEREAS, in accordance with New York State Town Law § 198, the Town of Collins approves the enforcement of unpaid water bills and clean-up charges, by placing a lien upon the real property for which such service was provided, and

WHEREAS, Erie County Real property Tax Department requires that all such charges to be levied on the 2017 tax bills, be voted on by the Town Board.

NOW, THEREFORE BE IT RESOLVED, that the Collins Town Board approves all unpaid water bills and property cleanup charges be included in the 2017 tax warrant, and authorizes the Supervisor to sign the "Letter of Authorization" to Erie County.

RESOLUTION: APPROVE AN INCREASE IN PART-TIME PLOW DRIVERS WAGES

WHEREAS, The Town of Collins Highway Department hires part-time plow drivers when the need arises, and

WHEREAS, the Highway Superintendent has expressed concern over his lack of ability to hire adequately experienced drivers at the current hourly wage.

NOW, THEREFORE BE IT RESOLVED, that the Collins Town Board approves the increase for part-time plow drivers, used on a temporary basis at the determination of the Highway Superintendent, from \$12.24 per hour to \$15.00 per hour, effective November 1, 2016.

RESOLUTION: ENTER INTO EXECUTIVE SESSION

Motion made by _____ seconded by _____ that the Board moves into an executive session at _____ PM to discuss the employment history of a particular person/persons relating to the appointment, promotion, demotion, discipline or removal.

RESOLUTION: RETURN TO REGULAR SESSION

Motion made by _____ seconded by _____ that the Board returns to regular session at _____ PM.