

COLLINS TOWN BOARD

FEBRUARY 16, 2016

WORKSHOP AGENDA

Call to order with salute to flag

Approval of Agenda

Adoption / Amendment of Minutes

Approval / Adoption Abstract

Information

- No Trash Day in February – next scheduled Trash Day is March 26, 2016
- Collins Fire Company Installation of Officers – March 5, 2016 Gowanda American Legion at 5:30 PM

Old Business

- Resolution to approve 2015 Budget Modifications / Transfers to Reserve
-

New Business

- Resolution to accept Supervisor Report for December 2015
- Resolution to appoint town Historian
- Thanks to United Torch Fund of Gowanda for donation to Youth recreation program

Workshop Topics

WATER METER REPLACEMENT DISCUSSION

- Resolution to standardize water meters

New Topics – Discussion and Comments

Next meeting will be Monday, March 7, 2016

Adjourn

RESOLUTION: APPROVE 2015 BUDGET TRANSFERS & MODIFICATIONS

Motion made by _____, seconded by _____ to approve the following 2015 Budget Transfers & Modifications:

Budget Transfers**A Fund:**

Transfer From:		Transfer To:	
A1940.400 Finance – Contingency	\$3,231.51	A1340.100 Budget Officer – Personal Svcs.	\$359.20
		A1620.410 Shared Services – Repairs	\$1,333.54
		A1620.440 Shared Services – Telephone	\$829.19
		A1620.460 Shared Services – Supplies	\$459.80
		A5132.440 Highway – Telephone	\$235.43
		A5182.400 Highway – Water	\$14.35
<u>TOTAL A</u>	<u>\$3,231.51</u>		<u>\$3,231.51</u>

B Fund:

Transfer From:		Transfer To:	
B7110.100 Parks – Personnel	\$590.65	B7110.400 Parks Contractural	\$438.54
		B7310.4902 Youth Prog. – Contractl Supplies	\$152.11
<u>TOTAL B</u>	<u>\$590.65</u>		<u>\$590.65</u>

DB Fund:

Transfer From:		Transfer To:	
B5110.400 Hwy Part Town – Contractl	\$7,716.69	DB5130.400 Hwy Mechanic – Contractural	\$5,142.19
		DB5142.404 Snow Contractl – Sand	\$695.32
		DB5148.404 Snow C – Contractl – Salt	\$1,879.18
<u>TOTAL DB</u>	<u>\$7,716.69</u>		<u>\$7,716.69</u>

SR Fund:

Transfer From:		Transfer To:	
SR8160.400 Refuse Garbage Contractural	\$4,730.00	SR8160.220 Refuse Garbage Equipment	\$4,730.00
<u>TOTAL SR</u>	<u>\$4,730.00</u>		<u>\$4,730.00</u>

SW1 Fund:

Transfer From:		Transfer To:	
SW1 1420.410 Legal	\$5,000.00	SW1 8310.411 Water Admin – Office	\$42,800.67
SW1 8310.121 Water Admin – Personnel	\$26,784.51	SW1 8320.441 Source of Supply Power – Purch Meters	\$1,185.23
SW1 9060.810 Hospital Medical Ins	\$12,201.39		
<u>TOTAL SW1</u>	<u>\$43,985.90</u>		<u>\$43,985.90</u>

SW3 Fund:

Transfer From:

SW3 1420.450 Legal	\$1,600.00
SW3 8310.125 Water Admin - Personnel	\$7,747.29
SW3 8320.455 Lagoon Cleaning	\$1,750.00
SW3 9060.850 Hospital Medical	\$2,500.00
SW3 8310.425 Water Admin – Collect Bill	\$558.84
SW3 8310.435 Water Admin – Testing	\$583.32
SW3 8340.450 Truck Travel Expense	\$459.49
SW3 9030.800 Social Security	\$1,634.79
SW3 9040.850 Compensation Insurance	\$208.15

Transfer To:

SW3 8310.415 Water Admin Office	\$13,544.88
SW3 8320.415 Source of Supply Power Light/Heat	\$128.38
SW3 8320.425 Source of Supply Power Tools / Equip	\$2,471.17
SW3 8320.435 Source of Supply Power Supplies	\$876.47
SW3 8320.445 Source of Supply Power Meter/Parts	\$20.97
SW3 9710.651 Filtration System Bond	\$0.01

TOTAL SW3***\$17,041.88******\$17,041.88*****SW4 Fund:**

Transfer From:

SW4 8360.461 Lease maintenance	\$2,968.56
--------------------------------	------------

Transfer To:

SW4 8310.416 Water Admin – Office	\$1,157.03
SW4 8320.426 Source of Supply Power Water Purch	\$1,712.28
SW4 8320.436 Source of Supply Power Tools Equip	\$99.25

TOTAL SW4***\$2,968.56******\$2,968.56******Transfers to Reserve:***

Fund	Budgeted:	Transfer from:	To:
A	\$ 50,000.00	A9950.900 Transfer to Reserve	A230 Capital Reserve
B	\$ 2,250.00	B9950.900 Transfer to Reserve	B202 Capital / Repair Reserve
DB	\$ 150,000.00	DB9950.900 Transfer to Reserve	DB202 Capital Reserve
SR	\$ 50,000.00	SR8160.240 Refuse Garbage To Reserve	SR230 Capital Reserve
SW1	\$100,000.00	SW19950.900 Transfer to Capital Funds <i>NO TRANSFER TO SW1 232 Truck Reserve</i>	SW1231 Capital Reserve
SW3	\$2,000.00	SW39950.250 Transfer to Reserve <i>NO TRANSFER TO SW3 232 Truck Reserve</i>	SW3231 Capital Reserve
SW4	\$4,500.00	SW49950.261 Transfer to Reserve <i>NO TRANSFER TO SW4 232 Truck Reserve</i>	SW4231 Capital Reserve

RESOLUTION: ACCEPT DECEMBER 2015 SUPERVISORS REPORT

Motion made by _____ and seconded by _____ to accept the Town of Collins Supervisor's Report as submitted, for the month of December 2015.

RESOLUTION: APPOINT TOWN HISTORIAN

WHEREAS, the Collins Town Historian, Irvine Gaffney, has submitted her retirement /resignation effective February 15, 2016, and

WHEREAS, the Collins town Board accepts the retirement / resignation with regret, and hereby expresses our extreme gratitude for her many years of service.

NOW, THEREFORE BE IT RESOLVED, that due to the retirement of Irvine Gaffney, the Collins Town Supervisor hereby appoints Doug Martindale, as Town Historian, at the prorated salary of \$204.00, effective February 16, 2016.

RESOLUTION: APPROVE STANDARDIZATION OF AUTOMATIC METER READING (AMR) WATER METERS

WHEREAS, due to the age and accuracy concerns of our existing water meters, the Senior Water Operator for the Town of Collins has recommended the system-wide replacement of all water meters, and

WHEREAS, because industry standards recommend replacing meters on a 20-year schedule, the Town is considering the replacement of all water meters to help eliminate errors and provide a more accurate representation of water sold to customers, and

WHEREAS, current technology includes Automatic meter reading (AMR) systems that utilize radio-read meters which allow for the collection of water-use data without the necessity to enter private property, and

WHEREAS, it is in the best interest of the Town to standardize the metering equipment to maintain accuracy, efficiency, and compatibility in the Town's water measuring systems, and

WHEREAS, for that purpose, and on the recommendation of the Water Department Operations and Maintenance personnel, it is determined that the Master Meter BLMJ 3G meters with integral radio-read, for 5/8" meters, will be the most efficient and economical system available, and

WHEREAS, this standardization will aid in the further analysis, specification, and bidding processes moving forward to upgrade the water meters throughout the system.

NOW, THEREFORE BE IT RESOLVED, that the Town of Collins standardize the anticipated future purchase of AMR water meters and any ancillary equipment to Master Meter BLMJ 3G 5/8" meters.