

A Regular Meeting of the Town Board of the Town of Collins, County of Erie, State of New York was held at the Town Hall, 14093 Mill Street, Collins, NY on the 14th day of March 2022.

Present: Kenneth Martin, Supervisor
Jacquelyn McLean, Councilman
Jane Sion, Councilman
Mary Stelley, Councilman
Becky Jo Summers, Town Clerk
Chris Gerling, Highway Superintendent
James Musacchio, Attorney 7:15

Also Present: Brenda Overhoff, David Gamel, Howie Lamb

Absent: James Hotnich, Councilman

Supervisor Martin called the meeting to order at 7:00 PM with the pledge to the Flag.

Resolution # 90: **AGENDA APPROVAL**

Motion made by Supervisor Martin seconded by Councilman McLean to approve the agenda as presented.

ADOPTED Aye 4 McLean, Sion, Stelley, Martin
Nay 0

Resolution #91: **MINUTES APPROVAL**

Motion made by Councilman Sion, seconded by Councilman McLean to approve the minutes of the February 14th and 22nd meetings.

ADOPTED Aye 4 McLean, Sion, Stelley, Martin,
Nay 0

Reports of Department Heads and committees

Dog Control submitted his monthly report.

Highway, Transfer Station and Parks report was read by Chris Gerling, Highway Superintendent.

Liberty Fest committee is moving along on planning the event.

Senior's program next luncheon will be held on March 22nd.

Town Clerk had sales in February of \$ 3,686.45 with the Town's portion \$ 3,655.45. Tomorrow is the last day to pay property taxes without penalty. We will continue to collect taxes until June 30th.

Water department report was read.

Zoning Board of Appeals – nothing has been heard about the denied sign application.

Board Reports

Councilman McLean attended the Liberty Fest, Prison Advisory Board and NEST meetings. Also attended the Senior luncheon, the AOECG dinner, worked on the generator, updated the website and reviewed vouchers.

Councilman Sion attended the Liberty Fest, Prison Advisory Board and NEST meetings and reviewed the vouchers.

Supervisor Martin reported the auditors have been here the last few weeks and will come back the weeks of March 28th and April 11th. They will report to us in June. Mr. Martin attended the zoom meeting with Senator Gallivan regarding a grant we could get and a zoom meeting for Rural Transit. A few towns want to leave Erie County and go to other counties. We received a check from NYSERADA for \$8,675.00 rebate for changing streetlights to LED's

Old Business

1. Resolution needed to authorize advertisement requesting bids for the Town Highway Cold Storage Building Project

RESOLUTION # 92: **AUTHORIZE ADVERTISEMENT REQUESTING BIDS FOR THE TOWN HIGHWAY COLD STORAGE BUILDING PROJECT**

Motion made by Supervisor Martin and seconded by Councilman McLean that the following resolution is:

ADOPTED Aye 4 McLean, Sion, Stelley, Martin

Nay 0

WHEREAS, the Town of Collins has resolved to undertake a capital improvement project to construct a new cold storage building on the premises of the existing highway garage, located at 14097 Palmerton Street, Collins, NY; and

WHEREAS, the Town of Collins has engaged the services of MDA Consulting Engineers, PLLC to prepare a bidding package including Drawings and Contract Documents for the proposed work; and

WHEREAS, The Town Highway Superintendent and the Town Board have reviewed the proposed work; and

WHEREAS, the Town's insurance consultant will recommend insurance limits and other related requirements to be included in the Contract Documents; and

WHEREAS, the Town of Collins previously bid this project under one general contract, all bids received were in excess of \$500,000 which means that according to NYS WICKS Law, the Project should have been bid as separate contracts for general, electrical and plumbing, and

WHEREAS, the Town Board wishes to rebid the Project, and

WHEREAS, MDA Consulting Engineers, PLLC will provide advertisement language to the Town of Collins for use in advertising the contract in the local newspaper.

NOW THEREFORE BE IT RESOLVED THAT:

1. The Town Board authorizes the advertisement of this contract in the official Newspaper for the Town of Collins, the Dunkirk Observer.
2. The Town Board further authorizes MDA Consulting Engineers, PLLC to post the advertisement with several of the commonly used online plan houses for this type of work.
3. This resolution shall take effect immediately.

New Business

1. Resolution needed to approve ad for summer beautification personnel

RESOLUTION # 93: **APPROVE AD FOR SUMMER BEAUTIFICATION PERSONNEL**

Motion by Councilman McLean, and seconded by Councilman Stelley to approve placing the following ad in the Gowanda/Lakeshore Pennysaver and News and the Springville Pennysaver for the March 26, 2022 and April 2, 2022 issues, as follows:

ADOPTED Aye 4 McLean, Sion, Hotnich, Martin
 Nay 0

SUMMER POSITIONS:

The Town of Collins is accepting application for
Seasonal Beautification Laborers.

Positions are open to those 18 years and over.

Applications are available Monday – Friday at the
Collins Town Hall, 14093 Mill Street, Collins, NY or on the
Town's Website (www.townofcollins.com).

Applications will be accepted at the Town Clerk's
office until April 7th, 2022 at 4:00 PM.

Preference given to Town of Collins Resident.

2. Resolution needed to set date for Liberty Fest and appoint Co-Chairs

RESOLUTION # 94: **SET DATE FOR LIBERTY FEST AND APPOINT CO-CHAIRS**

Motion made by Councilman Stelley and seconded by Councilman McLean that the following resolution is:

ADOPTED Aye 4 McLean, Sion, Hotnich, Martin
 Nay 0

WHEREAS, the Town of Collins wishes to promote sociability among the Town residents, 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 wishes to again provide the residents with a similar opportunity to enjoy this event and has budgeted \$7,500.00 of unreimbursed Town funds for it, and

WHEREAS, the Liberty Fest Committee met on February 23, 2022 to recommend the date of Saturday, July 9, 2022 for the Liberty Fest celebration with a rain date of Sunday, July 10, 2022 for fireworks only.

NOW THEREFORE BE IT RESOLVED, that Jackie McLean and Sam D'Amaro be designated as co-chairs of the Liberty Fest Committee, with the authority to spend funds allocated to this celebration in the 2022 budget and any funds expected to be raised by select events and set the date of Saturday, July 9, 2022 for Liberty Fest, with a rain date of Saturday, July 10, 2022 for fireworks only.

3. Resolution needed to approve payment Application No. 2 to KTG Services LLC (Contractor) for the Town Park improvements project

RESOLUTION# 95: **APPROVE PAYMENT APPLICATION NO. 2 TO KTG SERVICES LLC (CONTRACTOR) FOR THE TOWN PARK IMPROVEMENTS PROJECT**

Motion made by Supervisor Martin and seconded by Councilman Sion that the following resolution is:

ADOPTED	Aye	4	McLean, Sion, Hotnich, Martin
	Nay	0	

WHEREAS, the contractor for the Town Park Improvements Project, KTG Services LLC, has submitted progress payment application No. 2, and

WHEREAS, MDA Consulting Engineers, PLLC have verified the quantities included in this payment application.

NOW THEREFORE BE IT RESOLVED that the Collins Town Board hereby approves payment application No. 2 in the amount of \$16,568.00 and that the Collins Supervisor be authorized to sign the Application and Certification for Payment.

4. Resolution needed to remove two trees on the LKP Community Center property

RESOLUTION # 96: **APPROVE REMOVAL OF TWO TREES ON THE LKP COMMUNITY CENTER PROPERTY**

Motion made by Councilman McLean and seconded by Councilman Sion that the following resolution is:

ADOPTED	Aye	4	McLean, Sion, Stelley, Martin
	Nay	0	

WHEREAS, the Collins Building and Grounds Committee recommends the removal of two trees located on the LKP Community Center Property along School Street (one sycamore and one maple), and

WHEREAS, the Town of Collins solicited three quotes to have the trees removed and received the following quotes:

Natures Pride	\$3,800.00
2875 Stearns Road, Lawtons, NY 14091	
Good Neighbor Services	Declined to Bid
9276 Dake Hill Road, Cattaraugus, NY 14719	
St. Matthews Tree Service, LLC.	\$5,000.00
6547 Wagner Road, Springville, NY 14141	

NOW THEREFORE BE IT RESOLVED that the Collins Town Board hereby agrees to provide funding in the amount of \$3,800.00 to have Natures Pride remove two trees, grind two stumps, apply topsoil and seed the areas on the LKP Community Center Property.

5. Resolution needed to authorize the replacement of the concrete pad at the Town Library rear service entrance

RESOLUTION # 97: **AUTHORIZE REPLACEMENT OF CONCRETE PAD AT THE TOWN LIBRARY REAR SERVICE ENTRANCE**

Motion made by Supervisor Martin and seconded by Councilman McLean that the following resolution is:

ADOPTED Aye 4 McLean, Sion, Stelley, Martin
 Nay 0

WHEREAS, the concrete pad at the rear service entrance to the library slopes slightly towards the entrance door, and

WHEREAS, water that pools there is rusting out the metal door and doorframe, and

WHEREAS, a quote to replace the concrete pad was obtained.

NOW THEREFORE BE IT RESOLVED that the Collins Town Board hereby accepts the quote of Valone Concrete in the amount of \$750.00 to remove and replace a 8' x 9' concrete pad at the library rear service entrance door.

6. Resolution needed to fund the "Secretary to the Supervisor" position

RESOLUTION # 98: **FUND THE "SECRETARY TO THE SUPERVISOR" POSITION**

Motion made by Councilman McLean and seconded by Councilman Sion that the following resolution is:

ADOPTED Aye 3 McLean, Sion, Martin
 Nay 1 Stelley

WHEREAS, the Town of Collins has the position of "Secretary to the Supervisor" in place with Erie County Civil Service, and

WHEREAS, the Town Board wishes to fund this position so that the Town Supervisor may appoint someone to fill the position.

NOW THEREFORE BE IT RESOLVED that the Town Board hereby funds the "Secretary to the Supervisor" position for up to 12-hours per week at \$ 14.00 per hour effective March 15, 2022 and that a new budget line A1220.11 Supervisor – Clerk be created from which to pay the position and that this new budget line be funded with a transfer of \$ 7,500.00 from the 2022 Town Budget line A1990.400 Contingent.

7. Discussion on town board emails – A few years ago emails were set up for Board members and we want all to be using these emails.

Resolution # 99: **ABSTRACT APPROVAL**

Motion by Councilman McLean seconded by Councilman Sion that the bills be paid on abstract # 3 for 2022 dated March 14, 2022 for listed vouchers # 89 - 161 for \$ 433,288.01:

General – Townwide	22,624.55	Special Refuse Fund	1,309.76
Highway	64,820.98	Water District # 1	19,597.06
Park Improvements	70,420.45	Water District # 3	6,312.31
Collins Fire District	246,161.25	Water District # 4	450.78
Special Lighting	1,590.87	Total	\$ 433,288.01
ADOPTED	Aye 4 McLean, Sion, Stelley, Martin		
	Nay 0		

With no further business, on a motion of Councilman Sion seconded by Supervisor Martin the meeting was adjourned at 8:06 PM.

Becky Jo Summers, Town Clerk