

Regular Board Meeting of the Town of Poland Board April 14, 2015

Town Supervisor Snow called the Regular Board Meeting to order at 7:08 p.m. with the pledge to the flag. In attendance were Town Council members Kathleen Stanton, Stevan Hatfield, Norman Gustafson and Terry Walker. Also present were Attorney Paul Webb, Jr., Highway Superintendent Larry Mee, Assessor Dennis Stornes, Code Officer Alan Gustafson, and Zoning Officer George Gustafson, town resident Roland Swanson, and Post-Journal stringer Rose Mary Carver.

Supervisor Snow asked if there were any corrections or additions to the minutes from the March 10th Regular Town Board Meeting. There being none, *Councilman Gustafson made a motion, seconded by Councilman Hatfield to accept the minutes as written.*

Ayes: Snow, Stanton, Hatfield, Gustafson, Walker

****First Privilege of Floor**** - no response

LEGAL

Bond Anticipation Note - a motion was made in the February 10th, 2015 Board Meeting to proceed with the BAN for the building project. The BAN has been processed through the bank and attorney's office and will be signed by Supervisor Snow and Town Clerk Wallace. The Resolution has been attached to the February board meeting minutes.

OLD BUSINESS

- 1) *Library* - attendance and circulation numbers have increased. The Librarians are holding an Art Contest for all whom attend the library. Art work should reflect the values of reading, libraries and books. Prizes will be given out and the winning art work will be displayed on posters, book bags and bookmarks. The deadline is May 15th.
- 2) *Town Hall* - Erik Stornes is starting on the new offices today. Tom Sixby (Sandberg Kessler - Construction Contract Administrator) held the final walkthrough today and a punch list was created. The project should be complete by next week. Erik Stornes will be placing a window in the office where the Assessor, Zoning Officer and Code Office will be located. The old carpet has been removed and disposed of. A drop ceiling will be installed and Ridout will come to change the placement of pipes in the ceiling. Erik Stornes will ask Mr. Ridout if the boiler is large enough to heat the whole building. If so, the forced air furnace will be removed and the boiler will be the main heating source. Some walls will be removed and replaced with drywall. The board then had a brief discussion on the new office space. Eunice Speta will not be painting the mural on the Town Hall this year due to the material under the mural is decaying and making the paint process difficult. The Highway workers will be replacing the sidewalk to the new future entrance to the building.
- 3) *Accessibility Committee*- Code Enforcement Officer Gustafson sent an email regarding issues found in the project and they were discussed at the construction progress meeting today. The contractor turned in new keys for the new area to Town Clerk Wallace. The punch list will be e-mailed to the town. The pipe that is located on the back wall of the courtroom has been an issue due to a tripping hazard and an eye sore. To reconfigure the pipe an additional cost of at least \$700 would be added. After a brief discussion, it was decided that the pipe's location is due to the architect's plans

and therefore the problem should be addressed at their expense. As you ride in the elevator there is a small section of wall that G.L. Olson will come up with a solution to cover. There will be another bill from SJB (the state sponsored vendor for inspections) that will have to be paid next month. There will be training from the vendor for the elevator that Superintendent Mee, Town Clerk Wallace, Judge Shields, and Court Clerk Shelters should be present for. The mechanical room (located behind the elevator in the basement) must be locked at all times. Code Enforcement Officer Gustafson will instruct Erik Stornes in the installation of the two new braille exit signs. The final payment for G.L. Olson is in tonight's bills. Due to Post-Journal Stringer Carver's article in the paper, Councilwoman Stanton received a phone call from Lori Cornell, the regional representative of Governor Andrew Cuomo, regarding information on the Town of Poland receiving money for the Accessibility project. Councilwoman Stanton filed a letter of intent for consolidated funding with the state. Supervisor Snow has become excited about the building project and discussed future projects regarding the exterior of the building. She asked the board to think outside of the box and decide what project to the building they would like to see happen next.

4) *Kennedy Pride- Clean-up Day* will be May 2nd from 9 a.m. to noon. *Councilman Hatfield made a motion, seconded by Councilman Walker to use town facilities and equipment for spring clean-up.*

Ayes: Snow, Stanton, Hatfield, Gustafson, Walker

Next pride meeting is tomorrow night. Victorian Tea will be on May 9th.

5) *Memorial Day Committee-* first meeting will be held on Tuesday, April 21st at 6 p.m. Councilman Walker volunteered to be the Master of Ceremony and will contact the Veteran's administration for information on an available speaker.

6) *Comprehensive Plan - Steering Committee-* moving along well. Project is about half way done, and may be completed by the end of the year. Next meeting is May 18th. There should be one last public meeting before project completion.

NEW BUSINESS

1) *Shared Services-* Supervisor Snow received an email from Dan Heitzenrater (Office of the Chautauqua County Executive) requesting any shared services plans from our municipality to include in the county-wide plan which will be submitted to New York State. Supervisor Snow submitted a form including the shared services agreement from February 2013 that the Town of Poland entered into with 3 other towns to purchase a 2000 Freightliner truck with altec boom. The total purchase price was \$24,000.00 however by sharing it with 3 additional towns, it only cost the Town of Poland \$6,000.00. Supervisor Snow submitted the report on April 10th, 2015.

****Second Privilege of Floor**** - no response

TOWN CLERK

- 1) received a certificate from Association of Towns
- 2) ordered Port-A-John for Temple School ball field (placed on 4/1).
- 3) balanced the Tax Collection with the County Real Property Tax Department in Mayville last Friday 4/10/15.
- 4) STW 22nd Annual Local Government Conference at Houghton College on May 6, 2015 from 7:30 a.m. - 4:00 p.m.

ASSESSOR

1) Gas production values for 2015 had a 61% decrease. Assessment on the gas wells have gone down.

HIGHWAY SUPERINTENDENT

- 1) Rabies Clinic is scheduled for Saturday 18th from 12 pm- 2 pm
- 2) brooming roads
- 3) water tank set up (if no rain)
- 4) still have a couple trucks set up to plow
- 5) next week will start summer hours
- 6) will lose an employee next month for a short period due to surgery (Don Holt)
- 7) all set for clean-up day - dumpster coming
- 8) will start maintaining ditches
- 9) have been cold patching road
- 10) the County & State meeting is tomorrow
- 11) snow removal budget is down to \$5,000 for the rest of the year
- 12) Memorial Day - would like to talk to Alan Short and get permission to build a permanent deck for the speaker at the cemetery memorial service. After a brief discussion the board agreed to approve the permanent deck. Superintendent Mee will try to get it built by this year's service.

ZONING OFFICER

- 1) increase activity with contractors
- 2) have trouble tracking down one violator
- 3) next Planning Board meeting is May 5th.
- 4) received a letter regarding an animal confinement ordinance that is being looked into

CODE OFFICER

- 1) Weiler property - has been transferred and a letter has been sent to new owner regarding the cleanup of the property
- 2) made a list of all the vacant property in the Town of Poland and will send letters to property owner requesting cleanup of the properties
- 3) overlooking project downstairs

LEGISLATOR LEMON

- 1) will be attending the Inter-County meeting this year
- 2) seconded one of the motions to ask the governor to repeal the Safe Act
- 3) last month voted to asked the State to increase the Sales Tax from 7.5% to 8%. This may bring in 7.78 million dollars of revenue to help lower and reduce Property Taxes.
- 4) the County Executive pulled the resolution for the DMV relocating to the office building in Fluvanna and presented a new location for moving the DMV. This location is on 3rd Street across from Panache Salon. This new location has not received the positive feedback compared to the prior office interest. A vote will be made on this topic next Wednesday.
- 5) the county is still doing the County Charter and Code Review. The purpose of the review is to set up a commission with people from different parties that are not elected, to make recommendations on voter redistricting. Legislator Lemon is against this review

because he believes it's a step that is not needed.

MONTHLY & ANNUAL REPORTS

JUSTICE JUDITH SHIELDS - reported 44 Vehicle & Traffic, 4 Criminal, 7 Civil, and 4 AGM disbursed with \$5,330.00 forwarded to Supervisor.

CEMETERY CARETAKER ALAN SHORT- working at cemetery thru the weather - attended to new graves; the tractor is up and running; borrowing the big tractor from Larry for dirt work this weekend; and 5 foundations will be installed by Memorial Day.

DOG CONTROL BRIAN KING - 3/10/15-4/13/15: eight (8) chickens killed and two (2) dogs ownership relinquished. Both dogs adopted out; one (1) husky found and adopted out; one (1) complaint about a dog chained to tree; one (1) complaint about dogs barking & dog feces; one (1) complaint about dog being in someone's yard; five (5) people ticketed for no license; and one (1) person ticketed for dog feces.

PLANNING BOARD - met 3/3, next meeting 5/5

ZONING BOARD - met 2/17

RECREATION (ANN BLOOMQUIST/JONI THOMAS) - no report

HISTORIAN - REBECCA LINDQUIST - no report

TOWN CLERK BONNITA WALLACE reported \$1,412.68 paid to Supervisor with \$1,535.64 total disbursed.

ZONING OFFICER GEORGE GUSTAFSON - (BUILDING & ZONING CODE REPORT) reported \$55.00 in fees forwarded to Town Clerk. Two (2) Complaints received; four (4) Notices of Violation; ten (10) Inspections Performed; and four (4) Certificates of Occupancy were reported.

SUPERVISOR KELLY SNOW distributed prior to the meeting the Agenda and Monthly Supervisor's Reports for General Fund, Highway Fund, Payroll Fund, Money Market accounts and General & Highway Budget Reports.

Supervisor Snow asked if there were any questions on the Monthly Supervisor's Report.

Supervisor Snow asked if there were any questions on the bills. Superintendent Mee reported he spoke with Verizon regarding the multimedia minutes that the town should have received. The minutes were restored and yearly upgrades were due, so Superintendent Mee ordered new phones for the Highway workers and Dog Control. It was also addressed that the town clock has not been working. Vernon Crandall donated money for clock maintenance years ago and Supervisor Snow will look into finding the location of that donation. *Councilman Walker made a motion, seconded by Councilman Gustafson to pay General Vouchers (125-167) totaling \$67,311.04, Highway Vouchers (62-85) totaling \$26,175.28, Light District #1 Voucher (4) in the amount of \$797.01, Light District #2 Voucher (4) in the amount of \$218.36 and Justice Court Vouchers (3-4) in the amount of \$7,239.00.*

Ayes: Snow, Stanton, Hatfield, Gustafson, Walker

The next Board Meeting will be May 12, 2015 at 7:00 p.m. in the Town Hall.

Other meetings: April 15th - Kennedy Pride, April 18th - Rabies Clinic from 12-2 pm, April 21st - Memorial Day Committee, May 2nd - Clean-up Day from 9 am - noon, May 5th - Planning Board Meeting, May 9th - Victorian Tea, and May 18th - Comprehensive Plan Steering Committee,

At 9:00 p.m. Supervisor Snow made a motion, seconded by Councilman Hatfield to adjourn the meeting.

Ayes: Snow, Stanton, Hatfield, Gustafson, Walker

Respectfully submitted,

Bonita R Wallace
Town Clerk