

## **Regular Board Meeting of the Town of Poland Board November 7, 2016**

Town Supervisor Kelly Snow called the Regular Board Meeting to order at 6:55 p.m. In attendance were Town Council members Kathleen Stanton, Stevan Hatfield, Norm Gustafson and Terry Walker. Also present were Attorney Paul Webb Jr., Highway Superintendent Larry Mee, Assessor Dennis Stornes, Code Officer Alan Gustafson, Zoning Officer George Gustafson, and town residents Brandon Short, Chuck Richard, Sam & Tiffani Conti, Keith LeRoy and Post-Journal stringer Rose Mary Carver.

Supervisor Snow asked if there were any corrections or additions to the minutes from the October 11<sup>th</sup> Regular Town Board Meeting. There being none, Councilwoman Stanton made a motion, seconded by Councilman Hatfield to accept the minutes from last month's meeting as written.

*Ayes: Snow, Stanton, Hatfield, Gustafson, Walker*

### **\*\*First Privilege of Floor\*\***

- 1) A local business owner presented the board with concerns of the possible opening of a Dollar General on Route 394, in the property next to the town park. After some discussion, Attorney Webb explained the property was zoned commercial so unless a variance is needed for setback of the building the town has no say in what business purchases the property. If a variance is need, the Town of Poland Zoning Board of Appeals will review and decide on such variance. The Zoning Board meetings are published in the Post-Journal for the general public and adjacent land owners will be sent a notice of the meeting.
- 2) A concern town resident wanted the board to be aware of the situation occurring at the Benson property on Langdon Street. There has been multiple parties, loud noises, break-ins at neighbor's residence, and last week there was a shooting at the property. Law Enforcement (State Troopers & Sheriffs) has been called multiple times but nothing has been done. Supervisor Snow will place a courtesy call to the Sheriff's office on the Town's behalf.

### **LEGAL**

- 1) Time Warner Cable Franchise Agreement - Waiting for the final draft from the company. Should have the agreement in final form by next month's meeting and will schedule a public hearing for January.
- 2) BAN Payment - is complete.
- 3) Cell Towers - Zoning Officer Gustafson will plan a Planning Board Meeting to review this topic.

### **OLD BUSINESS**

- 1) Town Hall - the elevator is not working, will call Access Elevator tomorrow to have it serviced.
- 2) Kennedy Pride - next meeting (last meeting of the year) is Wednesday, November 16<sup>th</sup> at 6:30 in the Library. Christmas Party is Saturday, December 3<sup>rd</sup> in the Fire Hall.
- 3) Personnel Handbook - Supervisor Snow and Town Clerk Wallace will be working on updating the handbook soon.
- 4) Accessibility Committee - nothing to report

5) Comprehensive Plan Steering committee - Supervisor Snow will contact Don McCord for the final copy of the Comprehensive Plan.

### **NEW BUSINESS**

1) *Supervisor Snow made a motion, seconded by Councilman Gustafson to adopt the 2017 Town of Poland Budget as presented at the Public Hearing.*

*Ayes: Snow, Stanton, Hatfield, Gustafson, Walker*

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

### **TOWN CLERK**

The copy machine in the Town Clerk's office needs repaired or replaced. Town Clerk Wallace distributed quotes to the town board from Axiom regarding replacing or fixing the copier. The cost to repair the current machine is about \$320. If replacement is decided the first model is a Black & White model that is an updated version of what we currently have and will cost \$2,491 (\$68/month - lease) for a new machine and \$1,030 (\$31/month - lease) for a reconditioned one. The second machine is a recent trade from the Town of Ellington that was fully reconditioned. This machine is a full color with copy/Print/Scan & Fax capabilities. *After a brief discussion, Councilman Walker made a motion, seconded by Councilman Hatfield to authorize the purchase of a new copier, not to exceed \$2,250.*

*Ayes: Snow, Stanton, Hatfield, Gustafson, Walker*

### **HIGHWAY SUPERINTENDENT**

- 1) Maintenance trucks for winter
- 2) Sidewalks are done
- 3) Waiting on snow
- 4) Back to winter hours

### **ZONING OFFICER**

- 1) Working on three different violations
- 2) Working on Cell Tower application

### **CODE OFFICER**

- 1) Sent letter to Cobb Road property owner regarding a cease and desist order for the unlawful action of running a business in the wrong zoning district.
- 2) Dailey Hill property - the amount of goats have been reduced to 20 goats per request of prior variance.
- 3) Sent letter to property on Route 62 - building being used as a school. Building cannot be used in that manner until the building is conformed to the commercial building standards.
- 4) Working on problem properties in town
- 5) Kennedy Grill is in process of reopening. Building safety issue must be met.
- 6) Will be attending the Fall Zoning and Planning Conference this week. (Alan Gustafson, George Gustafson, and Marty Ericsson)

### **CORRESPONDENCE**

- 1) Thank you card from the Dawn Snow Family
- 2) Thank you card from the Kennedy Fire Department for contribution in memory of Ted Wallace.

3) Letter from Vern & Diane Crandall of thanks to the town for the work and time spent to repair the town clock (donated by Vern Sr.). Also enclosed was a donation of \$1,000 to reimburse the town for expenses.

### **MONTHLY & ANNUAL REPORTS**

JUSTICE JUDITH SHIELDS - reported 30 Vehicle & Traffic, 3 Criminal, 2 DEC disbursed with \$3,048.00 forwarded to Supervisor.

CEMETERY CARETAKER ALAN SHORT- 10/11- 11/7/16: All is well; tremendous amount of leaf work, doing the best to keep up; and Barb sent out foundation invoices recently, should start to receive payments soon.

DOG CONTROL BRIAN KING - 11/5/2016 - two (2) Dog complaints; one (1) Dog at residence - not theirs; two (2) lost dogs-found; one (1) dog bite; one (1) court hearing and Dog Control Census.

LIBRARY - 1) We had over 800 attendees for the month of October, which is excellent. 2) Also, for November we are raffling off a handmade quilted lap throw/wall hanging donated by Nancy Arrance (\$1 a chance). 3) Library staff member Maggie Ruth will be at the Election Day Dinner on November 8<sup>th</sup> to help as needed and will have the quilt if anyone wants to take a chance on the raffle. 4) We have started to take orders for the brick walk memorials. We will have more information as it becomes available related to colors, graphics, prices, etc. The fundraiser will extend to at least November 2017. We will post on facebook when the web site is operable for on-line ordering; you can come in to the library and discuss with the librarians once they have a booklet of graphics. 5) We will close on November 23<sup>rd</sup> at 2 p.m. for Thanksgiving holiday and reopen on Saturday, November 26<sup>th</sup> at 10:00 a.m. 6) We had over 50 ghouls and goblins for trick or treat.

PLANNING BOARD - met 5/3

ZONING BOARD - meeting on 11/15

RECREATION (ANN BLOOMQUIST/JONI THOMAS) - no report

HISTORIAN - REBECCA LINDQUIST - 11/7/16 - Getting maps ready and put into frames. Working on Paul Temple binders.

TOWN CLERK BONNITA WALLACE reported \$1,292.36 paid to Supervisor with \$1,662.86 total disbursed.

CODE & ZONING OFFICERS- (BUILDING & ZONING CODE REPORT) reported \$125.00 in fees forwarded to Town Clerk. Three (3) Complaints received; seven (7) Notices of Violation issued; fifteen (15) Inspections Performed; and ten (10) 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.

*Councilman Gustafson made a motion, seconded by Councilman Hatfield to pay General Vouchers (424-462) totaling \$19,468.05, Highway Vouchers (218-237) totaling \$12,419.91, Light District #1 Voucher (11) in the amount of \$797.61, Light District #2*

*Voucher (11) in the amount of \$218.90 and Justice Court Vouchers (10-11) totaling \$4,031.00.*

*Ayes: Snow, Stanton, Hatfield, Gustafson, Walker*

**The next Board Meeting will be Tuesday, December 13<sup>th</sup>, 2016 at 7:00 p.m. in the Town Hall.**

Other meetings: November 16<sup>th</sup> - Kennedy Pride at 6:30 p.m. in the Library and December 3<sup>rd</sup> - Santa comes to town.

*At 7:58 p.m. Supervisor Snow made a motion, seconded by Councilman Hatfield to adjourn the meeting.*

*Ayes: Snow, Stanton, Hatfield, Gustafson, Walker*

Respectfully submitted,

Bonnita R Wallace  
Town Clerk