

Regular Board Meeting of the Town of Poland Board September 13, 2016

Town Supervisor Snow called the Regular Board Meeting to order at 7:00 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, and town residents Sam Conti, Justin Chamberlin, Mose Byler, Gary Caswell and Post-Journal stringer Rose Mary Carver.

Supervisor Snow asked if there were any corrections or additions to the minutes from the August 9th Regular Town Board Meeting. There being none, *Councilman Hatfield made a motion, seconded by Councilman Gustafson to accept the minutes from last month's meeting as written.*

Ayes: Snow, Stanton, Hatfield, Gustafson, Walker

****First Privilege of Floor**** - Town resident Sam Conti expressed concerns regarding the recent activity on Cobb Road. Mr. Conti's concerns include: slaughtering of animals near the road during the hours of school bus routes, inquiring if the owner of the property has obtained the appropriate permits or licenses to operate, questioning the zoning of the said property and if the property owner is disposing of the remains correctly. Supervisor Snow stated that a formal complaint was made several months ago by another town resident and the town's Zoning and Code Enforcement Officers have been investigating the situation. The town has contacted the DEC and Health Department on this issue. After a brief discussion, Supervisor Snow, Attorney Webb Jr. and Code enforcement Officer Gustafson agreed to look into the issue further.

LEGAL

1) Easement for Electric Service for town clock - Attorney Webb drew up the paperwork for the easement. After Supervisor Snow and Tim Mead sign (and notarize) the agreement, Town Clerk Wallace will return the agreement to Attorney Webb. The Board agreed, a recording fee of \$70.00 issued to the Chautauqua County Clerk, will be added to the bills for the easement.

OLD BUSINESS

1) Personnel Handbook - Supervisor Snow and Town Clerk Wallace will be working on updating the handbook soon.

2) Accessibility Committee - The Grant Cycle meeting will be held on September 20th at 6:30 p.m. in the Town Hall. The quarterly Accessibility Committee meeting will be held on October 4th at 7:00 p.m. This meeting will cover the downstairs bathroom enhancements and accessible signage discussions.

3) Town Hall - both yard lights are now replaced and working.

4) Kennedy Pride - The concerts in the park are done for the summer. The Port-a-john has been picked up. The meeting is next Wednesday. Started taking down the flags yesterday and today, and they are in poor condition. Kennedy Pride needs more town residents interested in joining the group.

5) Comprehensive Plan Steering committee - Supervisor Snow spoke with Don McCord, after the last meeting, regarding the changes that needed to be made to the

Comprehensive Plan. Supervisor Snow made a motion, seconded by Councilwoman Stanton to accept the Comprehensive Plan as was presented last month, with the few corrections the board agreed upon.

Ayes: Snow, Stanton, Hatfield, Gustafson, Walker

7) Town Clock - The Highway Department will be digging a trench and running the electric wires needed to convert the clock to electric.

8) Justice Court Grant (JCAP) - Supervisor Snow read the following Resolution:

STATE OF NEW YORK
COUNTY OF CHAUTAUQUA
TOWN OF POLAND
RESOLUTION #3 - 2016

WHEREAS, the Town of Poland Town Justice Judith M. Shields requests permission to apply for a grant due by October 15, 2016 and not to exceed \$9,195.00 through the 2016-2017 Justice Court Assistance Program (JCAP).

The grant may be used for a variety of purposes, including office and security equipment, furniture, courtroom and court facility improvement and renovations.

WHEREAS, the Justice is applying for Culligan Water System (initial set-up and one year supply) @ \$338.00, electric Typewriter for court @ \$200.00, new courtroom carpeting @ \$4857.00, and bathroom renovations (updating: fixtures, toilet, vanity, floor & ceiling) @ \$3800.00.

NOW, THEREFORE, it is hereby RESOLVED, that the Town of Poland Town Board hereby authorizes application be made to the State of New York Unified Court System and postmarked by October 15th, 2016.

Dated: September 13, 2016

Supervisor Snow made a motion, seconded by Councilman Hatfield to approve Resolution #3- 2016.

Ayes: Snow, Stanton, Hatfield, Gustafson, Walker

NEW BUSINESS

1) Supervisor Snow will be meeting with the Highway workers to discuss pricing for insurance for next year.

2) The Town of Poland will be hosting a meeting on September 26th at 4:30 for the Towns of Gerry, Ellington and Kennedy regarding the preparation for the 2017 Round of Consolidated Funding Applications. This meeting is open to the Town Supervisors and Clerks and will be conducted by the Chautauqua County Department of Planning and Economic Development.

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

SUPERVISOR SNOW

1) Received thank you cards from the children that attended Summer Rec.

2) Received the Association of Towns membership for 2017. The amount due for 2017 is \$700.

3) Budget worksheets were distributed and the board will be scheduling a budget

meeting soon.

COUNCILMAN HATFIELD

Reported a tombstone at Tucker Cemetery has been knocked over and needs set back in place. Supervisor Snow will contact Cemetery Caretaker Alan Short to inform him of this issue.

COUNCILWOMAN STANTON

Received an email regarding \$98.7 million is available in grant money through the Transportation Alternatives Program (TAP) and the Congestion Mitigation and Air Quality Improvement Program (CMAQ). The purpose for this funding is to support transportation-related projects and programs, including bicycle, pedestrian, multi-use paths, and/or projects that will help meet requirements of the Clean Air Act by reducing congestion and vehicle emissions. A workshop for the grant will be on September 16th in Rochester, New York. Steve Stanton will attend on the town's behalf and will be reimbursed for the workshop with funds from the Town Board's .4 account.

TOWN CLERK

1) Reminding everyone of the flower fund quarterly collection.

ASSESSOR

1) Looking into Solar Panels and how they fit into the assessment community. Assessors are having a class in November on this topic.

HIGHWAY SUPERINTENDENT

- 1) Blacktop patching all month
- 2) Second mowing complete
- 3) Will do small section of sidewalk on Ellington St.
- 4) Workers using up vacations
- 5) Supervisor Snow questioned the possibility of handicap markings on the parking lot and moving the handicap parking sign. Superintendent Mee advised the board to receive pricing from Lakeshore and Signature for spraying the lines and handicap accessible parking spot. Supervisor Snow will get quotes and place in budget for next year. Assessor Stornes and Code Officer Gustafson will configure the parking lot for the best layout of the lot space.

CODE OFFICER

- 1) Reported on status of situation on Cobb Road.
- 2) Property on Grubb Hill Road cleaned-up a lot, but the trailer needs to be removed
- 3) 600 2nd Street - potential sell and some work has been done to clean up the property.
- 4) Weiler property - last month owner burnt barn down. Spoke with DEC regarding tires.
- 5) Attending training this week in Mayville.
- 6) Will look into possible relocation of school from Pine Hill Road to Route 62. New schools must be inspected.

CORRESPONDENCE

- 1) Received a thank you letter from the Rowley Family for the town's contribution in memory of Harold (Butch) Rowley.
- 2) Received a letter from Vern Terrill, Fire Department Secretary, thanking the town

for the contributions donated in memory of Harold (Butch) Rowley.

MONTHLY & ANNUAL REPORTS

JUSTICE JUDITH SHIELDS - reported 25 Vehicle & Traffic, 4 Penal (Criminal), 1 Civil and 1 Environmental Cons. Law (DEC) disbursed with \$2,750.00 forwarded to Supervisor.

CEMETERY CARETAKER ALAN SHORT- 8/9-9/12/16: Mowing & Trimming; preparing eight (8) graves; and working with the Highway to pour concrete on the same day.

DOG CONTROL BRIAN KING - 7/13-9/12/16 - one (1) dog bite - no charges filed; one (1) dog running loose - Ellington was called; Dog control census 3 days, also calls from door hangers left; one (1) dog left at empty house at 827 Route 394, Sheriff called me on this. Dog is now gone; and Rabies Clinic - September 24th from noon to 2:00 p.m. at Highway Garage on Grubb Hill Road.

LIBRARY - our July/August birdfeeder was the most successful fundraiser yet. Thanks to Sue Bennett who donated it and to Larry Bourne and Sue for selling lots of tickets and to everyone who bought tickets. We will do our next fundraiser in November. Pre-school story hour starts at 11:00 a.m. on Wednesday, October 5, 2016. Kids must be accompanied by an adult for an hour of crafts, stories, and light refreshments. We are always accepting homemade treats. Please bring to library any Wednesday before 10:30 a.m. Library staff is tabulating the results of our community wide survey on library services. Results will be presented to the library board on September 20, 2016. We had an excellent response. Library staff reports that August was another great month for attendance and circulation. Library staff will be looking into grant opportunities for Infrastructure/Accessibility improvements in the library.

PLANNING BOARD - met 5/3

ZONING BOARD - met on 8/16

RECREATION (ANN BLOOMQUIST/JONI THOMAS) - no report

HISTORIAN - REBECCA LINDQUIST - no report

TOWN CLERK BONNITA WALLACE reported \$1,450.58 paid to Supervisor with \$2,762.16 total disbursed.

ZONING OFFICER GEORGE GUSTAFSON - (BUILDING & ZONING CODE REPORT) reported \$302.20 in fees forwarded to Town Clerk. One (1) Complaint received; four (4) Notices of Violation issued; fifteen (15) Inspections Performed; and five (5) 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.

Highway Superintendent Mee distributed copies of the highway inventory list.

Prior to the meeting, a town resident reported to Supervisor Snow that while removing a tree that the town requested to be removed near her property, the tree removal company damaged her well casing and underground pipe. After a brief discussion, it was decided for Highway Superintendent Mee to contact the tree removal company and the well drilling company to look into the situation further. .

Supervisor Snow asked if there were any questions on the bills.

Councilman Walker made a motion, seconded by Councilman Hatfield to pay General Vouchers (338-391) totaling \$25,173.13, Highway Vouchers (184-198) totaling \$60,922.92, Light District #1 Voucher (9) in the amount of \$709.09, Light District #2 Voucher (9) in the amount of \$195.32 and Justice Court Voucher (9) in the amount of \$643.00.

Ayes: Snow, Stanton, Hatfield, Gustafson, Walker

The next Board Meeting will be October 11, 2016 at 7:00 p.m. in the Town Hall.

Other meetings: September 20th - Grant Cycle Meeting at 6:30 p.m., September 21st - Kennedy Pride Meeting, September 26th - Shared Services meeting at 4:30 p.m. and October 4th - Accessibility Meeting at 7:00 P.m.

At 8:37 p.m. Supervisor Snow made a motion, seconded by Councilman Gustafson to adjourn the meeting.

Ayes: Snow, Stanton, Hatfield, Gustafson, Walker

Respectfully submitted,

Bonita R Wallace
Town Clerk