

## **Regular Board Meeting of the Town of Poland Board November 14, 2017**

Deputy Town Supervisor Kathleen Stanton called the Regular Board Meeting to order at 7:00 p.m. with the pledge to the flag. In attendance were Town Council members Stevan Hatfield, Norman Gustafson and Terry Walker. Absent was Supervisor Kelly Snow. Also present were Town Attorney Paul Webb, Jr., Highway Superintendent Larry Mee, Code Enforcement Officer Alan Gustafson, Assessor Heather Young-Deyell, Legislator Ron Lemon, 2018 Legislator John Davis, town residents Chuck Richard, Cindy Parsons, James Campbell, Casey Rogerson, Post-Journal stringer Rose Mary Carver.

Supervisor Snow asked if there were any corrections or additions to the minutes from the October 10<sup>th</sup> Regular Board Meeting. There being none, *Councilman Walker made a motion, seconded by Councilman Hatfield to accept the minutes as written.*

*Ayes: Stanton, Hatfield, Gustafson, Walker*

***Motion carried.***

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

### **LEGAL**

The BAN payment has been made.

### **OLD BUSINESS**

- 1) Town Hall - the striping is done in the Town Hall & Fire Department parking lots. Will get new handicap parking sign from CEO Gustafson.
- 2) Kennedy Pride - meeting tomorrow night, November 15<sup>th</sup>, to finalize the closing out of Kennedy Pride.
- 3) Accessibility Committee - Will ask CEO Gustafson about the new additional signs to install. The next meeting is not scheduled yet.
- 4) Personnel Handbook - Supervisor Snow and Town Clerk Wallace will finish working on the Personnel Handbook.

### **NEW BUSINESS**

- 1) *Councilman Hatfield made a motion, seconded by Councilman Gustafson to adopt the 2018 Town of Poland Budget as presented at the Public Hearing.*

*Ayes: Stanton, Hatfield, Gustafson, Walker*

- 2) Fire Department Axillary is asking the town to contribute \$100 from the recreation fund to support Movie Night licensing. Deputy Supervisor Stanton will contact Recreation Leader Becky Lindquist and table this decision for next month. Town Clerk Wallace will remove this bill from November's abstract.

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

### **DEPUTY SUPERVISOR**

Corey Swanson will replace Councilwoman Stanton on the Town of Poland Town Board at the beginning of the year. Councilwoman Stanton asked the board to consider appointing her as Chair of the Accessibility Committee for 2018.

### **TOWN CLERK**

- 1) DFT is asking to upgrade the Town Hall's alarm net unit from a 2G service to a 4G service for a one-time charge of \$159.95. Our previous alarm net equipment was based

on a 2G service and the cell tower companies have stopped supporting the 2G service so customers need to upgrade to a 4G service to be able to send through the signals if needed. The monthly monitoring charges will not change. *Councilman Walker made a motion, seconded by Councilman Hatfield to upgrade the DFT alarm service to a 4G service.*

*Ayes: Stanton, Hatfield, Gustafson, Walker*

***Motion carried.***

2) The Christmas Party will be on Thursday, December 21<sup>st</sup> at 12:00 p.m.

### **ASSESSOR**

- 1) As mentioned last month, exemption renewal applications will be printed this month, and mailed in the beginning of December and must be returned by March 1, 2018.
- 2) The current assessment database will be sent to the Chautauqua County Real Property Tax Office today for processing of the Town/County bills. When printing bills, the Real Property Tax department will no longer be printing any third party bills.
- 3) The property tax relief credit checks will be sent from NYS Tax and Finance beginning in December. You must receive either a BASIC or ENHANCED STAR, have a income less the \$275,000 and paid school taxes.
- 4) For most BASIC STAR recipients, the check amount will be between \$75.00 and \$160.00, depending on 2016 income taken from your NYS tax return. For ENHANCED STAR recipients, the check amount will be approximately \$150.00 with no income impact.

### **HIGHWAY SUPERINTENDENT**

- 1) Ready for winter
- 2) Highway employees are using vacation time now before winter hours
- 3) The two trees in the Cemetery on Willard Street will have to be removed in spring due to not enough money left in the accounts.

### **CODE OFFICER**

- 1) Busy month with permits
- 2) 600 2<sup>nd</sup> Street - will be contacting owner of property at new location
- 3) Big Shots Kennedy Grill - have been in contact with the owner regarding Big Shots being in violation of the noise ordinance.
- 4) Attended training classes at JCC. Training is complete for the year.
- 5) Will finish installing all new signage

### **LEGISLATOR LEMON**

- 1) Welfare to Work Program- the Legislators, business owner and social workers have been working on this program since 2010 and the new 2017 report states the county is above the state average rate with a 23.4% participation rate.
- 2) In September, the Executive presented the county with a 10 cent property rate increase. The Legislature gave a four cent per thousand property tax reduction on the rate.

### **CORRESPONCE**

Received a thank you letter from Chautauqua County Hospice & Palliative Care for our donation in memory of Herman Walker.

## MONTHLY & ANNUAL REPORTS

**JUSTICE JUDITH SHIELDS** - reported 41 Vehicle & Traffic, 2 Criminal with \$3,850.00 forwarded to Supervisor.

**CEMETERY ALAN SHORT**- 10/10/17-11/13/17: All is well; preparing for winter, leaf work up to date.

**DOG CONTROL BRIAN KING** - 10/11/17-11/13/17: two (2) dogs surrendered to SPCA; three (3) chickens killed by two (2) huskies; and one (1) dead raccoon, possible rabies.

**LIBRARY** - On behalf of the Trustees and Staff of the Kennedy Free Library, we wish to thank the Town of Poland for favorable consideration of an increase in our budget. We so appreciate it and we will work hard to be the best small library in this part of the state!! We had a good crowd for our October 30<sup>th</sup> Halloween performance and over 30 kids received treats and pumpkins.

We are hosting Jessica McKeever, Chautauqua County Safe Harbor Coordinator and Community Educator from the YWCA of Jamestown on this Saturday, November 18<sup>th</sup> at 11:00 a.m. to discuss Human Trafficking which is a problem all over the United States including Chautauqua and Cattaraugus counties. The talk will start at 11:00 and all are invited. After the session, pizza and drinks will be available.

We are hosting Cris Johnson on December 21<sup>st</sup> at 5:00 p.m. for a special program called Christmas Magic. The show will include lots of surprises including an indoor snowstorm and Rudolph's nose turning blue then disappearing. The show is free and family oriented... there will be cookies and drinks after the show. This will be a good time to pick up holiday reading and DVDs as the library will close the next day, December 22<sup>nd</sup> until January 2<sup>nd</sup> for annual inventory and cleaning. We are accepting blessings of homemade cookies for this event; bring to the library on December 20<sup>th</sup> or 21<sup>st</sup>. Call Maggie with any questions at 267-4265.

Our pre-school story hours with Pam Moran are December 2<sup>nd</sup> and December 16<sup>th</sup> at 10:00 a.m.

**PLANNING BOARD** - met 9/5

**ZONING BOARD** - met 9/19

**RECREATION REBECCA LINDQUIST** - no report

**HISTORIAN** - no report

**TOWN CLERK BONNITA WALLACE** reported \$547.40 paid to Supervisor with \$1,027.60 total disbursed.

**ZONING OFFICER GEORGE GUSTAFSON** - (ZONING REPORT) reported six (6) Complaints received, four (4) Notices of Violation issued and \$677.00 in fees forwarded to Town Clerk.

**CODE ENFORCEMENT OFFICER ALAN GUSTAFSON** - (BUILDING CODE REPORT) fourteen (14) Inspections Performed, and eight (8) Certificates of Occupancy were reported.

**DEPUTY SUPERVISOR STANTON** 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.

Deputy Supervisor Stanton noted that \$19,750 was transferred from the savings account into the General account to cover the painting of the Town Hall.

Deputy Supervisor Stanton asked if there were any questions on the reports.

Deputy Supervisor Stanton asked if there were any questions on the bills. The board questioned Highway Superintendent Mee on the Highway Department's Verizon bill. The bill was higher this month than usual due to an overage on text messages.

Superintendent Mee will contact Verizon because the text messages are supposed to be shared for all five lines.

*Councilman Gustafson made a motion, seconded by Councilman Hatfield to pay General Vouchers, excluding the Kennedy Fire Department Axillary \$100 request, (389-427) totaling \$16,590.97, Highway Vouchers (180-200) totaling \$20,612.39, Light District #1 Voucher (10) in the amount of \$736.96, Light District #2 Voucher (10) in the amount of \$202.90, and Justice Court Vouchers (10) totaling \$1,916.00.*

*Ayes: Stanton, Hatfield, Gustafson, Walker*

***Motion Carried.***

**The next Board Meeting will be Tuesday, December 12, 2017 at 7:00 p.m. in the Town Hall.**

**Other meetings:** December 21<sup>st</sup> - Town Employee's Christmas Party at noon.

*At 7:44 p.m. Councilman Walker made a motion, seconded by Councilman Hatfield to adjourn the meeting.*

*Ayes: Stanton, Hatfield, Gustafson, Walker*

***Motion Carried.***

Respectfully submitted,

Bonnita R Wallace  
Town Clerk