

Regular Board Meeting of the Town of Poland Board July 11, 2017

Town Supervisor Snow called the Regular Board Meeting to order at 7:00 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 Town Attorney Paul Webb, Jr., Highway Superintendent Larry Mee, Assessor Heather Young-Deyell, Zoning Officer George Gustafson, Code Enforcement Officer Alan Gustafson, town resident Chuck Richard and Post-Journal stringer Rose Mary Carver.

Supervisor Snow asked if there were any corrections or additions to the minutes from the June 13th Public Hearing. There being none, *Councilman Hatfield made a motion, seconded by Councilman Gustafson to accept the minutes as written.*

Ayes: Snow, Stanton, Hatfield, Gustafson, Walker

Motion carried.

Supervisor Snow asked if there were any corrections or additions to the minutes from the June 13th Regular Board Meeting. There being none, *Councilman Walker made a motion, seconded by Councilman Hatfield to accept the minutes as written.*

Ayes: Snow, Stanton, Hatfield, Gustafson, Walker

Motion carried.

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

OLD BUSINESS

- 1) Town Hall - Ideal Coating is doing a great job on the building. Erik Stornes will be replacing the roof above the foyer due a leak in the ceiling.
- 2) Kennedy Pride - Last scheduled meeting will be next week.
- 3) Personnel Handbook - Supervisor Snow and Town Clerk Wallace will be working on the personnel handbook.
- 4) Accessibility Committee - Will be having a meeting in September. Code Enforcement Officer Gustafson will work with Town Clerk Wallace to order the directional signs needed in the Town Hall.
- 5) Comprehensive Plan - no new business.

NEW BUSINESS

- 1) Resolution #7 - CDBG Grant Application
Supervisor Snow Read Resolution #7 - 2017

STATE OF NEW YORK
COUNTY OF CHAUTAUQUA
TOWN OF POLAND
RESOLUTION #7 - 2017

RESOLUTION TO FILE AN APPLICATION FOR FUNDS FROM
THE NEW YORK STATE HOMES & COMMUNITY RENEWAL'S OFFICE OF COMMUNI-
TY RENEWAL AND UPON APPROVAL, EXECUT AN AGREEMENT FOR FINANICAL AS-
SISSTANCE TO THE TOWN OF POLAND

WHEREAS, a large percentage of the housing stock in the Town of Poland is in need of repair and upgrading

THEREFORE BE IT RESOLVED, we the members of the Town Board of the Town of Poland authorize the Town Supervisor of the Town of Poland to file an application for funds from the New York State Homes & Community Renewal's Office of Community Renewal in accordance with the Provisions of Title I of the Housing and Community Development Act of 1974, and upon approval of said request to enter into and execute an agreement with the State for such financial assistance to the Town of Poland for the Poland Rehab Program.

Date: July 11, 2017

Councilman Walker made a motion, seconded by Councilman Hatfield to accept Resolution #7 - 2017 as written.

Ayes: Snow, Stanton, Hatfield, Gustafson, Walker

Motion Carried.

2) Resolution #8 - Standard Work Day Resolution for Assessor

Supervisor Snow read the following Resolution:

STATE OF NEW YORK
COUNTY OF CHAUTAUQUA
TOWN OF POLAND
RESOLUTION #8 - 2017

BE IT RESOLVED, that the town board be and hereby establishes the following as a standard workday for the Assessor for the purpose of determining days worked reportable to New York State and Local Employees' Retirement System:

Assessor

Six (6) hour standard work day

Dated: July 11, 2017

Councilwoman Stanton made a motion, seconded by Councilman Gustafson to accept Resolution #8- 2017 as written.

Ayes: Snow, Stanton, Hatfield, Gustafson, Walker

Motion Carried.

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

ASSESSOR

1) The Final Assessment Roll has been filed with the Chautauqua County Real Property Tax Department as well as the NYS ORPTS.

2) The Sales verification process will begin in August and continue through the month. I will be doing drive by inspections of all properties that have sold within the last year. This will include taking an updated photo, and verifying inventory of the properties. There have been 76 property transfers since May 2016. However, many are family transfers and name changes. I anticipate about 40 inspections will be required.

HIGHWAY SUPERINTENENDENT

- 1) Oil & stoning is done
- 2) All roads have been mowed twice
- 3) Town's received millings from the county for sharing of equipment
- 4) Will be working on Pine Hill Road
- 5) Black top jobs coming up
- 6) Contactor looked at the debris catcher on Mee Road & Dry Brook Road
- 7) After a brief discussion on receiving the bills & cancelled checks in time to apply for CHIPS funds, *Councilwoman Stanton made a motion, seconded by Councilman Hatfield to approve CHIPS projects on Sprague Hill Road, black-top project, not to exceed \$40,000 in addition to a concrete retainer on Mee Road & Dry Brook Road, not to exceed \$8,000.*
Ayes: Snow, Stanton, Hatfield, Gustafson, Walker

Motion Carried.

ZONING OFFICER

- 1) Usual activity this month
- 2) Single-wide manufactured home coming on Dry Brook Road
- 3) No Zoning Board Meeting this month

CODE OFFICER

- 1) Sent Violations out for pools and building projects with no permits
- 2) 600 2nd Street - bank wrote the house off the books, now property owner must be contacted.
- 3) House on Route 62 & Miller Valley Road received a demolition permit

CORRESPONDENCE

Received a thank you note from Dennis Stornes thanking the town for the retirement send off.

MONTHLY & ANNUAL REPORTS

JUSTICE JUDITH SHIELDS - reported 53 Vehicle & Traffic, 1 Penal (Criminal) and 1 TOP Zoning with \$5,178.00 forwarded to Supervisor.

CEMETERY ALAN SHORT- 5/9/17-7/10/17: Big tractor has no power steering. Larry notified. Oil Leaking; Keeping up with mowing and trimming so far; Have had one cremation interment and one burial; two foundation requests at this time and Barb Czernaik is doing a great job with all the record updating.

DOG CONTROL BRIAN KING - 6/13/17-7/10/17: One (1) complaint about dogs not being fed and left alone; one (1) call about a missing dog; and one (1) call about a dog at SPCA. Owner found and dog returned.

LIBRARY - no report

PLANNING BOARD - next meeting 8/1

ZONING BOARD - met 6/20

RECREATION REBECCA LINDQUIST - Forty kids are participating in the Summer Rec Program.

HISTORIAN - (May, June, July) Sorting through lost photos and trying to place them in the right books.

Finished display on Gertrude Williams; includes her portrait, the original news article and a retyped copy of article in larger print.

Inquiries and appointments-

George Gustafson shared stories about his grandfather and the Typhoid outbreak the hit farms here in the South West of Poland, and Robert Jackson's involvement in the case between farms and the City of Jamestown.

Don Short stopped and shared stories about his family farm and some of the local school houses.

TOWN CLERK BONNITA WALLACE reported \$574.54 paid to Supervisor with \$659.40 total disbursed.

ZONING OFFICER GEORGE GUSTAFSON - (ZONING REPORT) reported five (5) Complaints received, Twenty-five (25) Notices of Violation issued and \$332.00 in fees forwarded to Town Clerk.

CODE ENFORCEMENT OFFICER ALAN GUSTAFSON - (BUILDING CODE REPORT) twelve (12) Inspections Performed, and six (6) 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 bills. *Councilman Hatfield made a motion, seconded by Councilwoman Stanton to pay General Vouchers (257-295) totaling \$16,790.37, Highway Vouchers (124-141) totaling \$133,072.05 including Allen Anderson's bill for \$2,000 (voucher #142, Light District #1 Voucher (7) in the amount of \$649.15, Light District #2 Voucher (7) in the amount of \$179.77, and Justice Court Vouchers (7) totaling \$2,498.00.*

Ayes: Snow, Stanton, Hatfield, Gustafson, Walker

Motion Carried.

The next Board Meeting will be Tuesday, August 8, 2017 at 7:00 p.m. in the Town Hall.

Other meetings: September - Accessibility Committee; July 19th - Kennedy Pride and July 16th - Library fundraiser at the park from 2-5 (fire hall if raining)

Highway Superintendent Mee reported the highway employees have been working at Hallquist Park finishing jobs that needed done on the pavilion.

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

Ayes: Snow, Stanton, Hatfield, Gustafson, Walker

Motion Carried.

Respectfully submitted,

Bonnita R Wallace
Town Clerk