

## Regular Board Meeting of the Town of Poland Board May 9, 2017

Town Supervisor Snow called the Regular Board Meeting to order at 7:05 p.m. In attendance were Town Council members Kathleen Stanton, Stevan Hatfield, Norman Gustafson and Terry Walker. Also present were Highway Superintendent Larry Mee, Town Attorney Paul Webb, Jr., Assessor Dennis Stornes, Code Officer Alan Gustafson, Zoning Officer George Gustafson, and Post-Journal stringer Rose Mary Carver.

Supervisor Snow asked if there were any corrections or additions to the minutes from the April 11<sup>th</sup> Regular Town Board Meeting. There being none, *Councilman Hatfield made a motion, seconded by Councilman Gustafson to accept the minutes as written.*

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

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

### LEGAL

- 1) Supervisor Snow asked Attorney Webb if he would be representing the Town of Poland in court for the month of June regarding the Cobb Road situation.
- 2) A Town of Poland resident sent in a letter of concern regarding the City of Jamestown annexing property in the Town of Ellicott and the Village of Falconer. Attorney Webb stated the Town of Poland has no say in this situation. Assessor Stornes stated the City of Jamestown owns property in the Town of Poland that equals out to be 15% of the towns tax base.

### OLD BUSINESS

- 1) Town Hall - Erik Stornes is remodeling the upstairs/court bathroom. The wall was removed in the old bathroom (the old Assessor's Office bathroom) and turned into a storage closet. Mr. Stornes seeks permission from the board to build a ceiling in the closet and make a water valve for filling buckets in the utility room of the basement. *Councilman Walker made a motion, seconded by Councilman to spend \$150 for the two projects of the ceiling in the closet and the plumbing in the utility room.*  
*Ayes: Snow, Stanton, Hatfield, Gustafson, Walker*  
The board approved paying Erik Stornes the balance of \$1900.00 for completing the court grant bathroom project.
- 2) Kennedy Pride - Next meeting is May 17<sup>th</sup> at 6:30 in Hallquist Park. Approaching local businesses for donations.
- 3) Personnel Handbook - Supervisor Snow and Town Clerk Wallace are still working on the handbook.
- 4) Memorial Day - Next meeting will be May 16<sup>th</sup> at 7:00 pm
- 5) Accessibility Committee - Code Enforcement Officer Gustafson will turn in report for the purchase of signage for the Accessibility project.
- 6) Comprehensive Plan - no report.
- 7) Town Hall painting quotes - Received quotes from Ideal Coating, Inc. and Swan Painting, Inc. Both quotes include: power washing the entire exterior of the building, caulk where needed, repairing all wood trim around the windows, preparing the brick for the paint and applying two coats of paint. After a brief discussion, *Councilwoman Stanton made a motion, seconded by Councilman Walker to select Ideal Coating, Inc. to paint the*

*exterior of the Town building.*

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

8) Assessor Position - the position was posted in the Post-Journal for 3 days and on line for 7 days. No responses have been received to date. Assessor Stornes will have the secretary of the Chautauqua County Assessor Association email all local Assessor information of the position. Assessor Stornes offered to supervise new Assessor if they are hired without experience until schooling is obtained.

### **NEW BUSINESS**

1) The Liability and Comp insurance from Gray Insurance was received and added to the monthly bills. After a brief discussion, the board declined the additional Terrorism Coverage in the amount of \$368. The amount of this year's insurance is \$22,786.76.

2) Supervisor Snow made a motion, seconded by Councilman Hatfield to appoint Bonnie Mead to the Zoning Board of Appeals with a term to expire December 31, 2017.

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

3) CDBG Grant Public Hearing will be held June 13<sup>th</sup> at 6:45 pm, prior to next month's meeting.

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

### **SUPERVISOR SNOW**

1) Supervisor Snow presented the board with a spread sheet to show the sales tax revenue changes from 2012 to present.

### **COUNCILMAN WALKER**

1) Councilman Walker made a motion, seconded by Councilman Gustafson to send a letter to the Town of Ellicott & the Village of Falconer explaining that the Town of Poland is not in favor of the proposed annexation of the substation by Jamestown.

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

### **TOWN CLERK**

1) The board approved the Highway Department to build a box for a reservation calendar which will be placed at Hallquist Park.

2) Due to the numerous issues with security system, called Allied Alarm to get a quote for monthly service and maintenance. Will bring quotes to next board meeting.

### **HIGHWAY SUPERINTEDENT**

1) Flags are up.

2) Plow equipment is painted for next year.

3) Top soil & seed around the new pad in the cemetery.

4) There are three CHIPS programs now: Regular CHIPS allotment - \$110,000, Pave New York - \$25,000 and now the Extreme Winter Recovery - \$20,000 (can be used for various projects).

5) The Town's 1978 Grader broke and needs a new chain. The cost of replacing the chain is expensive so Highway Superintendent Mee would like to upgrade the town's Grader with the funds already in his budget. Superintendent Mee found a possible replacement in Michigan. The Grader is a 17 year old machine with 2,600 hours on it. After a brief discussion, the board approved Superintendent Mee to drive to Michigan to view the Grader before discussion of purchase.

6) Superintendent Mee will contact Shultz to get a "Paid in full" slip for the work done on the trucks from the insurance claim.

**ZONING OFFICER**

- 1) Have been active with building permits
- 2) More variances have been requested
- 3) Will inspect a complaint regarding 1271 Route 394
- 4) Will be attending a course regarding pipe lines

**CODE OFFICER**

- 1) The Beaver property on Sprague Hill Road will be cleaned up this summer
- 2) Will be following up with 600 2<sup>nd</sup> Street property
- 3) Big Shots Kennedy Grill is now open
- 4) Will investigate the possible saw mill that has started up
- 5) Working on a list a properties in Pine Bluff Trailer Park
- 6) Will be attending Houghton College tomorrow for the Government Conference with Zoning Officer Gustafson
- 7) Next week, will be attending the Supervisor's Meeting regarding Zombie Properties

**CORRESPONDENCE**

- 1) Received a Thank you letter from the Village of Falconer to the Town of Poland recognizing the Kennedy Fire Department for the service they contributed at the fires on Main Street on March 22<sup>nd</sup>.
- 2) The Town received a letter from Robert and Joyce Rothleder (2322 Fisher Hill Road) requesting a speed study for Fisher Hill Road.

**Resolution #5 - Speed Limit Study Request on Fisher Hill Road.**

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STATE OF NEW YORK  
COUNTY OF CHAUTAUQUA  
TOWN OF POLAND

**RESOLUTION #5 - 2017**

REQUEST SPEED STUDY ON FISHER HILL ROAD

WHEREAS, the Town of Poland Board request that a Speed Study be executed on Fisher Hill Road from Eccles Rd. to the end of the town right away.

NOW, THEREFORE BE IT RESOLVED, that the Town of Poland Town Board authorizes that application be made to the NYS Department of Transportation.

Dated: May 9, 2017

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*Resolution made by Councilman Walker, seconded by Councilwoman Stanton.*

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

**MONTHLY & ANNUAL REPORTS**

**JUSTICE JUDITH SHIELDS** - reported 31 Vehicle & Traffic, and 3 Penal (Criminal) with \$2,490.00 forwarded to Supervisor.

**CEMETERY ALAN SHORT**- 4/12/17-5/8/217: Mowing & trimming as usual; Bracket on

tractor broke, Land Pro is working on it. Using personal mower until fixed; one foundation order so far; Took time off before Memorial Day to prepare cemeteries; and bought 2 loads of top soil from Quint Lawson to repair land from tree removals.

**DOG CONTROL BRIAN KING** - 4/9/17-5/8/17: One (1) call from sheriff about dogs and cats in deplorable conditions at 115 Grubb Hill Road; and Took three (3) dogs in from 115 Grubb Hill Road. Dogs were surrendered by owner.

**LIBRARY** - The library has applied for a grant from the Community Foundation to continue work on keeping the titles current and maximizing the use of the basement area. A major fundraiser is planned for Sunday, July 16<sup>th</sup> from 2-5 at the Pavilion at Hallquist Park. Free music will be provided by the Steel Rails band playing acoustic/country rock/train songs. In addition, we will have face painting and free helium balloons for kids under 5; 50/50 raffles and sales of hot dogs, drinks and homemade pie by the slice. Also, kids can sign up for the summer reading program. All proceeds will be used to purchase new pre-school and primary school titles and supplement costs associated with pre-school story hour and crafts. We will have more information as the event gets closer.

In conjunction with the Recreation Committee, we will be hosting live performances this summer including Charlie and Checkers on July 12<sup>th</sup>.

We are continuing to attract new members and our circulation continues to be good. We suggest residents check our Facebook page for the latest titles and for other news in the community.

**PLANNING BOARD** - met 5/2

**ZONING BOARD** - next meeting 6/20

**RECREATION REBECCA LINDQUIST** - Planned dates for the Summer Rec. Program. First meeting is May 10<sup>th</sup> at 6:30 in the Town Hall. Checkers program will be Wednesday, July 12<sup>th</sup> at 10:00 a.m. and we're sharing the cost with library as usual. Dates all set; program will take place at the Library. I will advertise.

I would like the board's approval on these scheduled Trips:

Field Trip - we will walk the Bentley Sanctuary Fluvanna Ave. (part of the Ch. Watershed and Jamestown Audubon) on Friday, July 14<sup>th</sup>.

Field Trip - Randolph Fish Hatchery on Friday, July 21<sup>st</sup>.

Field Trip - Swim at Cassadaga Lake on Friday, July 28<sup>th</sup>.

I will be donating my driving time, but we must pay for our mileage. All trips are relatively close to home.

We had 86 kids attend the Easter Egg Hunt.

**HISTORIAN REBECCA LINDQUIST**- (March-April-May) Steady continued work has been done on our town year books, relabeling, organizing and adding lost articles. I am now putting each book, one at a time, on disk. I also purchased new binders for the years 2001 through 2010. The old ones were already falling apart. Goal: to have the history room looking fresh and new, with completed index. Purchased black book shelves and frames for books and displays. The black and white shows up nice - (looks sharp).

In March I put on a PowerPoint project for local home schoolers: Dr. Kennedy's sawmill gave the Town of Poland its start. The group of kids were studying New York State History. Pastor Mike let me use the churches projector, this was a good thing for me to learn since education of local history is a big part of this job. Sometime down the road I would like to purchase a projector to host more programs in the future.

Inquiries & Appointments:

3/15/17 - A gentleman was asking if the area or the town had any popular picnic gathering sights. I gave him info on two: The Stone Quarry and Goodwin's Landing. We then visited both sights, he took photos and talked to some locals and gathered the information he needed.

4/27/17 - Don Short stopped by to give me a chalk board with students' names (Levant School District 8). This was a display for one of the Bicentennial Floats 2005.

5/3/17 - Eileen Overturf and Fran Campbell visited, looking through books and obits. They made copies and were happy with their findings. Both researching family history of Bunce, Waite and Meacham. Eileen copied obits for Gerry Hill Cemetery which she keeps records for. Respectfully, Rebecca Lindquist.

**TOWN CLERK BONNITA WALLACE** reported \$654.82 paid to Supervisor with \$848.80 total disbursed.

**ZONING OFFICER GEORGE GUSTAFSON** - (ZONING REPORT) reported three (3) Complaints received, five (5) Notices of Violation issued and \$428.00 in fees forwarded to Town Clerk.

**CODE ENFORCEMENT OFFICER ALAN GUSTAFSON** - (BUILDING CODE REPORT) five (5) 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 bills. *Councilman Walker made a motion, seconded by Councilman Hatfield to pay, with the addition of Erik Stornes's \$1,900 for wages, General Vouchers (172-210) totaling \$42,913.57, Highway Vouchers (91-105) totaling \$12,271.05, Light District #1 Voucher (5) in the amount of \$761.92, Light District #2 Voucher (5) in the amount of \$209.39, and Justice Court Vouchers (5) totaling \$833.00.*

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

**The next Board Meeting will be Tuesday, June 13, 2017 at 7:00 p.m. in the Town Hall and Public Hearing for CDBG Grant prior to meeting, at 6:45 p.m.**

**Other meetings:** May 16<sup>th</sup> - Memorial Day Committee Meeting at 7 p.m., May 17<sup>th</sup> - Kennedy Pride at 6:30 in the Park, June 14<sup>th</sup> - Flag Retirement Ceremony at 6:00pm and June 20<sup>th</sup> - Zoning Board Meeting

*At 9:12 p.m. Supervisor Snow made a motion, seconded by Councilman Walker to adjourn the meeting.*

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

Respectfully submitted,

Bonnita R Wallace  
Town Clerk