

Regular Board Meeting of the Town of Poland Board October 10, 2017

Town Supervisor Kelly Snow called the Regular Board Meeting to order at 7:03 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, Zoning Officer George Gustafson, Code Enforcement Officer Alan Gustafson, Assessor Heather Young-Deyell, town residents Chuck Richard, Corey Swanson, Keith LaRoy, Heidi Raynor, High School student Alex Raynor, Post-Journal stringer Rose Mary Carver and John Davis.

Supervisor Snow asked if there were any corrections or additions to the minutes from the September 12th Regular Board Meeting. There being none, *Councilman Walker made a motion, seconded by Councilman Gustafson to accept the minutes as written.*

Ayes: Snow, Stanton, Hatfield, Gustafson, Walker

Motion carried.

****First Privilege of Floor****- John Davis, a Frewsburg resident who is running for the District 16 seat for Chautauqua County Legislature, introduced himself to the board.

OLD BUSINESS

- 1) Town Hall - the dehumidifier from the vault was finally broke and was replaced by Ridout's Heating and Cooling. The bill was put towards the Town Clerk's Equipment & Capital account. Town Clerk Wallace will contact Ridout's regarding any warranties on the product. The Highway Department will paint the handicap stripes on the parking lot before the weather changes.
- 2) Kennedy Pride - the group is almost dissolved and a last meeting should be scheduled to discuss the money left in accounts. Supervisor Snow spoke with Recreation Committee Leader Becky Lindquist regarding expanding the recreation committee to help take on some of the activities Kennedy Pride was in charge of.
- 3) Accessibility Committee - The handicap and directional signs are starting to be placed in the Town Hall. The committee will meet again in December.
- 5) Personnel Handbook - After the budget process is complete, Supervisor Snow and Town Clerk Wallace will finish working on the Personnel Handbook.

NEW BUSINESS

- 1) *Resolution #10 - Court Grant Request*

Supervisor Snow read the following Resolution:

STATE OF NEW YORK
COUNTY OF CHAUTAUQUA
TOWN OF POLAND
RESOLUTION #10 - 2017

WHEREAS, the Town of Poland Town Justice Judith M. Shields requests permission to apply for a grant due by October 12, 2017 and not to exceed \$8,549.40 through the 2017-2018 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 carpeting for the courtroom @ \$4857.41, Culligan water dispenser and refills @ \$338.00, four drawer legal filing cabinet @ \$353.99 and (15) courtroom chairs for additional seating.

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 12, 2017.

Dated: September 12, 2017

Councilman Walker made a motion, seconded by Councilman Hatfield to adopt Resolution #10- 2017.

Ayes: Snow, Stanton, Hatfield, Gustafson, Walker

Motion Carried.

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

SUPERVISOR

- 1) The Budget workshop will be on Monday, October 16th at 7:00 p.m.
- 2) The Recreation committee will be setting up for the Halloween party on Monday, October 30th at 6 p.m. Supervisor Snow, Councilwoman Stanton and Councilman Hatfield will be judges for the Halloween Costume Parade on October 31st.
- 3) The BAN is due in November. Supervisor Snow will contact Lori Finn at M&T for the interest rates for the BAN and pass the information to Attorney Webb.
- 4) Town Clerk Wallace contacted the Town Clerk's in Chautauqua County for information on credit cards for town use. The majority of clerks use M&T, so Supervisor Snow will also speak with Lori Finn (from M&T) regarding credit card information.

TOWN CLERK

- 1) Received the Municipal Shelter Inspection Report rated "Satisfactory".
- 2) Received notification from New York State Department of Transportation regarding the Speed Study done on Sprague Hill Road. The speed will be reduced to 40 mph from Mee Road to the Ellicott Town line. Town Clerk Wallace will send a letter to the resident that requested the Speed Study reporting the findings.
- 3) Judge Shields filed a Certificate of Completion of Judicial Education in the Town Clerk's office.
- 4) Southern Tier West is hosting a Fall Planning & Zoning training session at JCC (Jamestown campus) on November 8th & JCC (Olean Campus) on November 9th. There will also be a Storm Drainage Training hosted by Southern Tier West on October 26th.

ASSESSOR

- 1) Recently attended the New York State Assessor's Association Annual Conference. This training is an invaluable tool in my field.
- 2) In November, the process of printing and mailing all renewal applications will begin. These will be sent out in the beginning of December.

HIGHWAY SUPERINTENDENT

- 1) Met with Mr. Nuse - set up transit in yard and made a detailed map of the property. There is no way to make water go from the yard to the covert.

- 2) Doing road edges with black-top: Quaint Road, New York Avenue, Wheelock Road, Dry Brook Road, Cobb Road and Carlberg Road.
- 3) Started hauling stone for next year.
- 4) Will start on 5 day work weeks probably next week.
- 5) Getting Salt ready for the weather.
- 6) Town Board met regarding the Highway Contract - Highway agreed with final contract which will be good for 3 years.

ZONING OFFICER

- 1) The Planning & Zoning Board met this month on a couple controversial variances.
- 2) Issued around a half dozen permits this month.

CODE OFFICER

- 1) Business as usual.
- 2) Trying to finish up building projects from the summer.
- 3) Attended a training class at JCC called "Enforcing the Code".

MONTHLY & ANNUAL REPORTS

JUSTICE JUDITH SHIELDS - reported 28 Vehicle & Traffic with \$2,725.00 forwarded to Supervisor.

CEMETERY ALAN SHORT- 9/13/17-10/10/17: All is well; nothing new to report.

DOG CONTROL BRIAN KING - 9/13/17-10/10/17: one (1) complaint call about dogs being left outside at 3668 Ellington Street.

LIBRARY - 1) We have submitted our budget request to the Town for their consideration with some supporting documentation. 2) We have scheduled a live performance of Checkers for a Halloween Spectacular on Halloween Eve - October 30th at 5 p.m. Show is family oriented and includes tips on Halloween safety, etc. 3) We had a good August and September with 1,580 visitors. 4) Pre-school story hour continues this Saturday with retired teacher Pam Moran here from 10-11:30 a.m. We will also be offering Wednesday hours as requested by a local day care provider. 5) Thanks to great community support at our Sunday in the Park fundraiser we were able to purchase several new magazines including Consumer Reports, Smithsonian magazine, Golf Digest, Teen Vogue, True West, American History and Cobblestone - magazine about American History for young people. 6) We hope to offer the community a Christmas live performance. We have sent letter to local business people asking for the support in this endeavor. We feel we provide a much needed place for people to come and gather at the library and the live performances are always well attended.

PLANNING BOARD - met 9/5

ZONING BOARD - met 9/19

RECREATION REBECCA LINDQUIST - The Town of Poland Summer Recreation Program ran July 5th to August 9th at Temple School. We had 40 kids from the Town of Poland, Ellington and Falconer areas attend.

We hired three students from the Poland area. All of them worked well with the kids and brought in new ideas to the group for us to work on. New water games were shared and passed on by Hannah Wallace, she was a good leader and gave the other girls guidance and confidence to work and lead games.

We included the Hallquist Park into the program with 3 work and play days and by ending the program at the park for our picnic held on August 7th.

July 12th the Checkers program was held at the Library and our Librarian Maggie Ruth hosted Library days. This even included a small tour of the Town Hall and the Post Office lead by Judge Shields.

We had two field days that included the Randolph Fish Hatchery and the Bentley Sanctuary. Both went well with good attendance except for those few who bailed for the bus due to mosquitos.

There never seemed to be enough time when completing the crafts, but we managed to finish the pallet flags, the Poland map treasure boxes, fairy houses and fire breathing dragons.

The Erie Zoo was our ending trip, all went well.

HISTORIAN - Inquiries and Appointment- David Cook asking for any info on Cooks from Clarks Corners. Still researching his request.

Denice Wade is looking for cemetery info on Johnson (Goodwin). These stones have been long gone, but I have burial locations for her. She was very concerned with the missing stones. We are setting up a day to walk the Cemetery.

Doreen Hall from Southern California wrote to me seeking information on her grandfather Melvin Lindquist/Woodford. This will be an ongoing research; I have people helping me with this one. We have been busy emailing back and forth information, I'll continue the search.

Don Short and I have continued our talks about Levant and local farms. I am putting all this information together. He also has some more archives to pass on.

TOWN CLERK BONNITA WALLACE reported \$1,079.55 paid to Supervisor with \$4,006.00 total disbursed.

ZONING OFFICER GEORGE GUSTAFSON - (ZONING REPORT) reported three (3) Complaints received , seven (7) Notices of Violation issued and \$180.00 in fees forwarded to Town Clerk.

CODE ENFORCEMENT OFFICER ALAN GUSTAFSON - (BUILDING CODE REPORT) seventeen (17) Inspections Performed, and eight (8) 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 (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: Snow, Stanton, Hatfield, Gustafson, Walker

Motion Carried.

The next Board Meeting will be Tuesday, November 14, 2017 at 7:00 p.m. in the Town Hall.

Other meetings: October 12th - Recreation Meeting in Historian's Office at 6:30 p.m.

and October 16th - Budget Workshop at 7:00 p.m.

At 7:40 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,

Bonita R Wallace

Town Clerk