

Regular Board Meeting of the Town of Poland Board January 9, 2018

Town Supervisor Snow called the Regular Board Meeting to order at 7:05 p.m. with the pledge to the flag. In attendance were Town Council members Corey Swanson, Stevan Hatfield, Norman Gustafson and Terry Walker. Also present were Highway Superintendent Larry Mee, Town Attorney Paul Webb, Jr., Assessor Heather Young-Deyell, Code Officer Alan Gustafson, Zoning Officer George Gustafson, Legislator John Davis, Falconer Central School student Brendon Swanson, town resident Chuck Richards and Post-Journal stringer Rose Mary Carver.

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

Ayes: Snow, Swanson, Hatfield, Gustafson, Walker

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

Oath of Offices - Oaths were taken by Supervisor Snow, Councilman Swanson, Councilman Hatfield, Town Clerk Wallace and Attorney Webb.

LEGAL - no new business

OLD BUSINESS

- 1) Town Hall - Highway Department is running out of room to put the snow around the building.
- 2) Kennedy Pride - group is dissolved, just tying up loose ends. (Will take off agenda for next month.)
- 3) Personnel Handbook - Supervisor Snow and Town Clerk Wallace are still working on the handbook.
- 4) Accessibility Committee - (will take off agenda until Committee Chairwoman Kathleen Stanton gives report.)

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

TOWN CLERK

- 1) Association of Towns - 2018 Training School and Annual Meeting will be held at the Marriott Martquis, New York City, February 18-21, 2018.
- 2) CDBG Grant - the Town was rewarded the CDBG Grant and CHRIC has sent the paperwork to start the project.
- 3) Southern Tier West is hosting "Powers & Duties Training" on February 27th from 5:30 - 8:00 p.m.
- 4) Municipal Clerks of Chautauqua County Annual Membership - *Supervisor Snow made a motion, seconded by Councilman Walker to pay for the Associate Annual Membership in the amount of \$200 for Town Clerk Wallace to be a member of the Chautauqua County Municipal Clerk's Association.*

Ayes: Snow, Swanson, Hatfield, Gustafson, Walker

ASSESSOR

- 1) The exemption renewal process is continuing through March 1, 2018. Approximately 1/3 of recipients have already re-filed.

2) The STAR credit checks have been issued to property owners from NYS Tax and Finance. Any one receiving the Basic or Enhanced STAR exemption should be receiving one.

HIGHWAY SUPERINTENDENT

- 1) Restocking salt shed
- 2) Busy with snow removal

ZONING OFFICER

- 1) Slow month for permits

CODE OFFICER

- 1) Submitted an annual report summarizing building permits for the 2017.
- 2) Finally made contact with the owner of 600 2nd Street.

LEGISLATOR (John Davis)

- 1) Sworn in officially on January 2nd.
- 2) A member of the Administrative Services Committee as well as attending the Legislative and Town Board meetings.
- 3) Looking forward to serving the Town of Poland.

CORRESPONDENCE

Received a thank you note from Ronnie Mead's family.

MONTHLY & ANNUAL REPORTS

JUSTICE JUDITH SHIELDS - reported 30 Vehicle & Traffic, 1 Civil, 2 Penal (Criminal) and 1 Tax with \$2,670.00 forwarded to Supervisor.

JUSTICE JUDITH SHIELDS ANNUAL REPORT - reported 503 total cases disposed, with \$41,512.00 forwarded to Supervisor.

CEMETERY- ALAN SHORT- All is well; thanks to the Highway Department for snow removal for funeral.

DOG CONTROL BRIAN KING - 12/12/17 - 1/8/18: two (2) calls about a dog running loose downtown; two (2) calls about dogs being left outside in the cold; checked on dogs on Ellington Street and wrote tickets for non-licensed dogs.

LIBRARY - January 9, 2018. The Christmas Magic Show held on Dec. 21st with Cris Johnson was well attended and well received.

The Library will host a representative of the Chautauqua Substance abuse Council this Saturday, January 13th at 11:00 a.m. to discuss health and wellness, substance abuse prevention, the importance of stress reduction, adequate sleep and nutritious diet and how to feel better about yourself. Age appropriate audience invited. Refreshments will be provided.

The pre-school story hour will be held January 27th at 10:00 a.m. with Pm Moran. Crafts, stories, and refreshments provided.

We will be holding our second annual Valentines for Veterans card making party on Saturday, February 3rd from 10:00 - 12:30 p.m. Supplies and refreshments will be provided. Do something nice for a Vet!!!!

The Library encourages patrons to please return overdue books and DVDs...We do not charge fines but if you do not return your items, your account is automatically turned over to a collection agency.

The Library will be closed Monday, January 15th in honor of Dr. Martin Luther King Jr..

PLANNING BOARD - no report

ZONING BOARD - no report

RECREATION (ANN BLOOMQUIST/JONI THOMAS) - no report

HISTORIAN - REBECCA LINDQUIST- no report

TOWN CLERK BONNITA WALLACE reported \$299.63 paid to Supervisor with \$327.80 total disbursed.

TOWN CLERK BONNITA WALLACE ANNUAL REPORT- reported \$10,826.76 paid to Supervisor with \$18,362.10 Total Receipt & \$18,362.10 Total Disbursements.

ZONING OFFICER GEORGE GUSTAFSON - (ZONING REPORT) reported one (1) Complaint received , four (4) Notices of Violation issued and \$0.00 in fees forwarded to Town Clerk.

ZONING OFFICER ANNUAL REPORT - 72 permits were issued this year.

CODE ENFORCEMENT OFFICER ALAN GUSTAFSON - (BUILDING CODE REPORT) ten (10) Inspections Performed, and seven (7) 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 Gustafson to pay General Vouchers (1-34) totaling \$18,278.03, Highway Vouchers (1-15) totaling \$30,913.66, Light District #1 Voucher (1) in the amount of \$892.50, Light District #2 Voucher (1) in the amount of \$233.52 and Justice Court Voucher (1) in the amount of \$1,167.00.*

Ayes: Snow, Swanson, Hatfield, Gustafson, Walker

The next Board Meeting will be Tuesday, February 13, 2018 at 7:00 p.m. in the Town Hall.

Other meetings: January 16th - Annual Audit at 6:30 p.m.

At 7:29 p.m. Supervisor Snow made a motion, seconded by Councilman Hatfield to adjourn the meeting.

Ayes: Snow, Swanson, Hatfield, Gustafson, Walker

Respectfully submitted,

Bonnita R Wallace

Town Clerk