

Regular Board Meeting of the Town of Poland Board June 8, 2021

Supervisor Kelly Snow called the Regular Board Meeting to order at 6:56 p.m. with the pledge to the flag. In attendance were Town Council members Corey Swanson, Stevan Hatfield, Norm Gustafson and Terry Walker. Also present were Highway Superintendent Larry Mee and Post Journal Stringer Rose Mary Carver.

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

Ayes: Snow, Swanson, Hatfield, Gustafson, Walker

Motion carried.

OLD BUSINESS

- 1) Town Hall - As reported back in October, the two air conditioners in the court room and one in the Zoning Office still need to be replaced. The JCAP grant turned down the request to replace the air conditioners three years ago. The board discussed the possibility of replacing the boiler unit and also installing central air.
- 2) Court Update - Calendar Call was open this month. The judge placed the court officer downstairs to take people in and to send them out to car to wait their turn.
- 3) EOP - nothing new to report
- 4) Flag Retirement - June 16th at 6:30 at Hallquist Park (no food will be served this year). Due to the Supervisor being out of town, Councilman Walker and Councilman Hatfield will help by sharing the responsibilities of the ceremony.
- 5) Grant Opportunities - Working with the Community Foundation for grant opportunities.
- 6) NY Street Lighting LED Project - Supervisor Snow has not been able to get a response back from National Grid regarding this matter.
- 7) Memorial Day - Supervisor Snow thanked everyone for the hard work that made the Memorial Day Parade and Ceremony great this year!

****First Privilege of Floor** - LEGISLATOR DAVIS**

- 1) Voted in favor of the Law for a Youth Deer Hunting Program and the Law was approved.
- 2) Discussed with the Town Board the steps that must be made to opt in or opt out of the Sales/Dispensaries of Marijuana in the township.

****EXECUTIVE SESSION**** (Discussion relating to proposed, pending or current litigation) - *Supervisor Snow made a motion, seconded by Councilman Swanson to enter into an Executive Session.*

Ayes: Snow, Swanson, Hatfield, Gustafson, Walker

Motion carried.

Supervisor Snow made a motion, seconded by Councilman Gustafson to close the Executive Session.

Ayes: Snow, Swanson, Hatfield, Gustafson, Walker

Motion carried.

NEW BUSINESS

Dead Tree in Allen Cemetery - The Allen Cemetery Association asked if the Highway Department would remove a dead tree on the edge of the fence line. The Highway Department will remove the tree before fall. The Town will also look into grants from the Community Foundation for future tree removals in the town's cemeteries.

SUPERVISOR

- 1) Distributed sale tax spreadsheet to the board.
- 2) Received a check from the Community Foundation for the Fire Department.

TOWN CLERK

- 1) Lawson's Landscaping is raising their prices, and this will go into effect July 1, 2021.
- 2) The Code Enforcement Office would like Petty Cash to make change while issuing building permits. The *Councilman Hatfield* made a motion, second by *Councilman Swanson* to give the Code Enforcement Office permission to have a petty cash fund from his .4 account in the amount of \$50, that he can lock up in his desk.

Ayes: Snow, Swanson, Hatfield, Gustafson, Walker

Motion carried.

The Board would like CEO Yager to have a leger book to keep track of the Petty Cash account.

ASSESSOR

- 1) Grievance Day was held on June 1, 2021 from 4:00-8:00 p.m. in the town Building. There were no petitioners for assessment review.
- 2) The 2021 Tentative Assessment Roll will become final on July 1, 2021. A legal notice will be published in the Post-Journal on July 1. The roll will be sent to the Chautauqua County Real Property Tax Office as well as the NYS Office of Real Property Services.

HIGHWAY SUPERINTENDENT

- 1) Patching all over town
- 2) Due to time limits on CHIPS applications, the board will have to approve the black top bills at next month's meeting to have enough time to send the application to the state for approval.
- 3) Mowing road sides

MONTHLY REPORTS

JUSTICE JUDITH SHIELDS - reported 58 Vehicle & Traffic, 8 Criminal, 5 DEC or Environmental Conservation, 2 PHL (Public Health Law) and 1 ABC (Alcohol Beverage Control) with \$8,175.50 forwarded to Supervisor.

CEMETERY- ALAN SHORT- 5/12/21-6/8/21: Continued mowing and trimming as well as planting seed and dirt work. Planted flowers around the Cannon in the old section to brighten up the area. Two foundation orders so far; I would like to buy a whole pallet of concrete mix and store it in the shed for foundations, if that is ok? Approx. \$400.00 and the Cemetery is reimbursed for this when foundations are paid for.

Councilman Swanson made a motion, seconded by *Councilman Gustafson* to let Cemetery Caretaker Short purchase concrete mix as requested.

Ayes: Snow, Swanson, Hatfield, Gustafson, Walker

Motion carried.

DOG CONTROL - May Report - no report

LIBRARY - June 8, 2021. We are currently raffling off two prizes for our June raffle to raise funds for our construction project. One is a "Bird" basket that includes a bird feeder, bird food, a bird book, a blanket for watching birds and a basket. The other item is a photograph donated by Cathleen Abers-Kimball titled "Sunrise over the docks at the Chautauqua Institution." The winning tickets will be announced on Saturday, June 12th. The library is also funding raising through an on-line donation day called GiveBigCHQ. On June 10th, GiveBigCHQ holds a mass "giving" day for many non-profits. The Free Library has its own site designated to raise money for our construction project. Please check-out our site, tell your friends and consider donating to our library's cause.

Construction is at a point where Access Elevator has ordered the lift and approve the work that has been completed so far. Sean Fenton will be arranging a scheduled time for the lift to be installed.

Circulation numbers for May were 850 and attendance was 306.

The library will be closed July 5 in observance of Independence Day.

Diane Carey gave her resignation as Kennedy Free Library Director effective June 17, 2021. Dawn Swanson will be acting as interim director until a permanent director is appointed by the library board of directors.

If you have any questions at all, please call us, or e-mail me at:

director@kennedyfreelibrary.org.

Diane Carey & Dawn Swanson, Kennedy Free Library

PLANNING BOARD - no report

ZONING BOARD - no report

RECREATION (REBECCA LINDQUIST) - Summer Rec. may get cancelled this year due to not being able to use Temple School or the Library. More information to come.

HISTORIAN - REBECCA LINDQUIST- no report

TOWN CLERK BONNITA WALLACE reported \$979.17 paid to Supervisor with \$1,178.13 total disbursed.

ZONING OFFICER GEORGE GUSTAFSON - (ZONING REPORT) reported zero (0)

Complaints received, zero (0) Notice of Violation issued and \$428.20 in fees forwarded to Town Clerk.

CODE ENFORCEMENT OFFICER ERIC YAGER - (BUILDING CODE REPORT) zero (0)

Inspections Performed, and zero (0) Certificates of Occupancy were reported.

SUPERVISOR 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 Swanson made a motion, seconded by Councilman Hatfield to pay General Vouchers (176-217) totaling \$23,468.56 (which includes the payment to the Fire Department- Community Foundation Award in the amount of 2,395.00), Highway Vouchers (90-101) totaling \$18,914.18, Light District #1 Voucher (6) in the amount of \$731.89 and Light District #2 Voucher (6) in the amount of \$202.21.*

Ayes: Snow, Swanson, Hatfield, Gustafson, Walker

Motion carried.

The next Board Meeting will be Tuesday, July 13, 2021 at 7:00 p.m. in the Town Hall.

Other meetings: June 16th - Flag Retirement Ceremony at 6:30 pm

At 8:24 p.m. Supervisor Snow made a motion, seconded by Councilman Hatfield to adjourn the meeting.

Ayes: Snow, Swanson, Hatfield, Gustafson, Walker

Motion Carried.

Respectfully submitted,

Bonnita R Wallace, Town Clerk