

THE REGULAR MONTHLY MEETING OF THE TOWN BOARD OF THE TOWN OF NORTH COLLINS WAS HELD ON WEDNESDAY, APRIL 9, 2014, AT 7:00PM IN THE NORTH COLLINS TOWN HALL, 10569 MAIN STREET, NORTH COLLINS, NEW YORK.

PRESENT:	Supervisor	Rosaline A. Seege
	Councilmen:	Ellen M. Mathis
		Michael W. Perry
		Karen A. Ricotta
		John Tobia, Jr.
	Town Clerk	Margaret J. Orrange
	Highway Superintendent	David J. Winter
	Town Attorney	Richard M. Schaus

Boy Scouts from Troop 429 led the Pledge to the Flag.
Item 1. Supervisor Seege called the meeting to order.

Item 2. **AUDIT REPORT.** Laura Landers of FreedMaxick LLC. gave a verbal summary of the Audit of the Supervisor's Financial Report for 2012. She explained the unassigned fund balances, and believes that the Town is in good financial condition, especially with the uncertainty of potential State taxation caps and freezes. The Town Board may set a cut-off date for inclusion of previous year's expenditures in that year's final report. The new year cannot be posted until the old year is closed out and this causes delays in the preparation of the financial statements. She stated that the Town Board also needs to provide the monitoring of duties. Ms. Landers stated "the Town is in good financial condition."

Item 3. **MINUTES.** Ms. Ricotta moved to accept the Minutes of the **March 8, 2014** "work" meeting as previously presented. Second: Perry.

ROLL CALL: Ayes: Mathis, Perry, Ricotta, Seege, Tobia. Noes 0. Motion carried.
Ms. Ricotta moved to accept the Minutes of the **March 12, 2014** Meeting as previously presented. Second: Mathis.

ROLL CALL: Ayes: Mathis, Perry, Ricotta, Tobia. Noes: Seege. Motion carried.

Item 4. **SUPERVISOR'S REPORT.** Ms. Ricotta moved to accept the **Supervisor's Monthly Report for March 2014** and file it with the Town Clerk. Second: Perry.

ROLL CALL: Ayes: Mathis, Perry, Ricotta, Tobia. Noes 0. Motion carried.
Mrs. Seege would like the following change in appointment: Councilman Perry to Helmuth Liaison.

Item 5. **BUDGET TRANSFERS** Mrs. Seege presented:

BE IT RESOLVED that \$2596.07 be transferred from A1355.4 to A1355.1 (Assessor's salary) to adjust for salary payment made from the wrong account. Moved: Mathis.
Second: Perry.

ROLL CALL: Ayes: Mathis, Perry, Ricotta, Seege, Tobia. Noes 0. Motion carried.
Mrs. Seege noted that she will be presenting two claims that must be paid for assessment software licensing and the return of 40% of the enhancement cap to the State of New York, due to cancellation of the shared services agreement with the Town of Evans. Mr. Schaus will try to recover these funds. She also presented:

BE IT RESOLVED that \$11,612.69 be transferred from A8686.4 (administrative reserve) to A1355.4 (assessor contractual). Moved: Perry. Second: Tobia.

ROLL CALL: Ayes: Mathis, Perry, Ricotta, Seege, Tobia. Noes 0. Motion carried.

Item 6. **SUPERVISOR'S CORRESPONDENCE.** Mrs. Seege received the following:

- 1) Park request – to Mrs. Mathis, an invitation to the Southern Tier Snowdrifters annual picnic at New Oregon Park on June 8 at 12:30. The Town Board is invited.
- 2) A thank you from the United Fiddlers Association for use of the Senior Center for their monthly "jam sessions."
- 3) Notice of Board of Assessment Review training for Mary Ann Gabel.
- 4) Notice of increase in CHIPS funding from the State. (Consolidated Highway Improvement Projects).

- 5) From the Erie County Board of Elections, dates of 2014 elections: June 24, Federal Primary Election, September 9, Primary Elections, November 4, General Election. All are on Tuesdays.
- 6) Intention of Mrs. Seege to attend a one-day training school, along with her bookkeeper. Cost is \$225 for her and \$275 for Agnes Parks.
- 7) Quote from DFT phone company for a phone system for the Supervisor and Councilmen, for \$2751.52. The Board would still like to meet with the salesperson regarding many questions they have.

HEARING OF VISITORS

Item 7. Mitchell Martin, Aide to Senator Patrick Gallivan reported on the Senator's actions in the State Senate. They will be holding a Business summit on May 2 in the Springville Country Club at 8AM. Frank Swiatek will speak on small business networking.

Item 8. Russ Judson, president of the North Collins Volunteer Fire Company, thanked the Board for the anniversary proclamation. Their "Street Dance" will be held on June 7. They will have many activities at Fricano Park, including a "ball drop".

Item 9. Bookkeeper Agnes Parks read a statement about several matters from the February meeting.

Item 10. **HELMUTH DISPATCH.** Michael Birtchnell, Helmuth Supervisor, reported that their newly hired dispatcher has been trained and is now on the schedule. They need new battery backups for their dispatch phones. He requested:
BE IT RESOLVED that Helmuth Supervisor Birtchnell is authorized to order two new chairs for the Dispatch at \$629 each. Moved: Tobia. Second: Mathis.
ROLL CALL: Ayes: Mathis, Perry, Ricotta, Seege, Tobia. Noes 0. Motion carried.

COUNCILMAN REPORTS

Item 11. Mrs. Mathis has contacted Harry Freer regarding repairs to the Senior Center. New toilets will be installed and she will obtain estimates for cleaning. Mrs. Mathis will raise the flags at the parks when weather permits.

Item 12. Mr. Perry has ordered the new toilets for the Senior Center.

Item 13. Ms. Ricotta submitted a job description and letters of commendation for the Assessor. The DCO has issued 7 dog appearance tickets and 3 impoundments. Ms. Ricotta has contacted CINTAS regarding secure disposal of obsolete Town records. Cost is \$45 per quarter. Ms. Ricotta moved:
BE IT RESOLVED that the Town Clerk, as Records Management Officer, is authorized to continue to dispose of Town records according to the previously adopted MU-1 State Archives schedule. Second: Mathis.
ROLL CALL: Ayes: Mathis, Perry, Ricotta, Tobia. Noes: Seege. Motion carried.

Item 14. **RECREATION BOARD.** Mr. Tobia stated that current members Martin Niefergold, expires 12/31/2015 and Paul Stuhlmiller, expires 12/31/2014 will continue to serve. Mr. Tobia presented:
BE IT RESOLVED that the following be named to fill balances of terms on the Recreation Board: Bonnie Noto, 12/31/2016, Lisa Nordine, 12/31/2017, Matthew Sweet, 12/31/2018, Russell Judson 12/31/2019, Lynn Maciejewski, 12/31/2020. Moved: Ricotta. Second: Seege.
ROLL CALL: Ayes: Mathis, Perry, Ricotta, Seege, Tobia. Noes 0. Motion carried.

Item 15. **AFTER SCHOOL PROGRAM.** Mr. Tobia moved:
BE IT RESOLVED that Terry Blidy and Kathy Pratt are hereby appointed as supervisors for the After-school program at \$10 per hour for time worked, after April 22. Second: Ricotta.
ROLL CALL: Ayes: Mathis, Perry, Ricotta, Seege, Tobia. Noes 0. Motion carried.

Item 16. **SUMMER RECREATION.** Terry Blidy will be appointed Summer Recreation Director. Summer Rec appointments will be made later.

Mr. Tobia moved:

BE IT RESOLVED that Jan Mathis and Stephen Sheehy will receive \$20 per month for business use of their personal phones. Second: Ricotta.

ROLL CALL: Ayes: Mathis, Perry, Ricotta, Seege, Tobia. Noes 0. Motion carried.

BE IT RESOLVED that the laptop computer be given to the Recreation Department for their use.

Moved: Tobia. Second: Seege.

ROLL CALL: Ayes: Mathis, Perry, Ricotta, Seege, Tobia. Noes 0. Motion carried.

Mr. Tobia inquired about who prepares the ballfields. It was decided that Mr. Tobia will find someone to stripe the ballfields who will be paid \$10 per hour. Other options were discussed.

Item 17. **TOWN ATTORNEY.** Mr. Schaus presented an agreement with Michael Stefan of the Stefan Hay Company for mowing the Ketchum Road Landfill twice a year, holding the Town harmless, and which may be terminated with 7 day notice by either side.

BE IT RESOLVED that the Town Board adopt the agreement with Michael Stefan for mowing the Ketchum Road Landfill. Moved: Perry. Second: Tobia.

ROLL CALL: Ayes: Mathis, Perry, Ricotta, Seege, Tobia. Noes 0. Motion carried.

Item 18. **HIGHWAY SUPERINTENDENT.** Mr. Winter reported:

1) A 12% increase in CHIPS funding, with the Town to receive \$54,000 for road repairs.

2) Cemeteries have been cleaned and the department is working on driveways and shoulders.

3) BE IT RESOLVED that Highway Superintendent David Winter is authorized to attend the Association of Towns Highway School in Ithaca in June and in the NYS Highway Superintendents' School in the Catskills in September.

Moved: Tobia. Second: Mathis.

ROLL CALL: Ayes: Mathis, Perry, Ricotta, Seege, Tobia. Noes 0. Motion carried.

4) BE IT RESOLVED that the North Collins Town Board direct the Town Clerk to contact the Erie County Highway Department to request a study of reduction of the speed limit to 45 miles per hour on the length of town road Larkin Road between Eden town line and School Street. Moved: Tobia. Second: Mathis.

ROLL CALL: Ayes: Mathis, Perry, Ricotta, Seege, Tobia. Noes 0. Motion carried.

Item 19. **TOWN CLERK REPORT.** Mrs. Orrange reported:

1) Bid from alternate portajon company for summer service. Since the amount was approximately the same, it was determined that the Town would continue to use Balltoilets. Mrs. Orrange will order.

2) BE IT RESOLVED that Town Clerk Margaret Orrange is authorized to attend the NYS Town Clerks Association conference in Saratoga Springs, from April 27-30. Moved: Perry. Second: Ricotta.

ROLL CALL: Ayes: Mathis, Perry, Ricotta, Seege, Tobia. Noes 0. Motion carried.

3) BE IT RESOLVED that the Town Board approve a proclamation in honor of the 125th anniversary of the North Collins Volunteer Fire Company. Moved: Seege. Second: Mathis.

ROLL CALL: Ayes: Mathis, Perry, Ricotta, Seege, Tobia. Noes 0. Motion carried.

4) The **Town Clerk's Monthly Report for March** was submitted to the Supervisor with a check for \$638.88.

5) Mrs. Orrange asked that Mr. Martin request that Sen. Gallivan consider legislation to expand broadband to rural areas in the State since internet access is sorely lacking in the rural areas, even though online State reports are required in many cases.

Item 20. **RECREATION DIRECTOR.** Jan Mathis requested signs be made numbering the pavilions. He has created a North Collins Recreation Facebook page.

The first annual Mother's Day brunch will be held at the Senior Center, and a Fathers' Day Fishing event will be held at a private pond.

A teen band challenge is planned for the Village gazebo, along with other musical entertainment.

Item 21 **AUDIT OF BILLS** Ms. Ricotta moved:

BE IT RESOLVED that payroll for Glenn Kerwin and the following claims, as set forth in Abstract #4 are approved for payment by the Town Board:

A:#170,172,174-176,178,180-181,183,185-193,196,199,202-204,222-227,229-235	\$39,182.45
B :#177,179,182,194-195	3,624.74
DA: #200,207-219,236	8,585.24
DB: #173,201,205-206,220,228,237-238	21,535.24
SM: #171,184,197	1,067.50
SR #198	<u>12,109.94</u>
TOTALS:	\$86,105.11

Second: Tobia.

ROLL CALL: Ayes: Mathis, Perry, Ricotta, Seege, Tobia. Noes 0. Motion carried.

Item 22. Ms. Ricotta moved to enter into **Executive Session** at 9:55 PM to discuss the employment history of a particular person. Second: Mathis.

ROLL CALL: Ayes: Mathis, Perry, Ricotta, Seege, Tobia. Noes 0. Motion carried.

Item 23. **ADJOURNMENT**. Mrs. Seege moved to return to Regular Session and adjourn at 10:25PM. Second: Mathis. Carried.

Respectfully submitted,

Margaret J. Oorange
North Collins Town Clerk