

December 10, 2015

The Mina Town Board met on the above date for the regular meeting. Supervisor Brumagin called the meeting to order at 7:00 p.m. by leading with the Pledge of Allegiance to the flag. The following members and guests were in attendance:

Present: Rebecca Brumagin.....Supervisor
 Scott Bensink.....Councilman
 Dennis Luce.....Councilman
 Dick Watrous.....Councilman
 Dave Wilcox.....Councilman

Attended by: Dennis Brumagin (Findley Lake Watershed Foundation), Ed Mulkearn (Findley Lake Watershed Foundation), Paul Scarem (Highway Superintendent), Tim Wells (Hill Engineering)

Minutes: Motion was made by Councilman Luce and seconded by Councilman Bensink to accept the minutes of the November 3, 2015 regular meeting and the November 19, 2015 special meeting as presented. Motion carried unanimously.

Comments/Concerns from those present: none

Comments/Concerns from those not present: none

Old Business:

- Dennis Brumagin gave an update from the Findley Lake Watershed Foundation on the Findley Lake Dam Breakwall project. They have received important communications from the U.S. Army Corps of Engineers, NYS Department of Environmental Conservation, NYS Office of Community Renewal and the USDA that they have received all that is needed for the project to advertise for bids. The legal notice for bids was placed in the Jamestown Post Journal stating that bids would be received until January 4, 2016. The FLWF board of directors plans to award the bid a few days later. He also reported that the lake has been lowered 2 ½ feet more than a typical winter in anticipation of construction on the breakwall project.

Reports:

- Highway – Superintendent Scarem received an e-mail letter from New York State Association of Town Superintendents of Highways requesting a resolution be approved by the town board requesting capital programs be funded (CHIP monies). Also he has received bids on trading in the pick-up truck, which he'd like to do in the spring.

New Business:

- At 7:15 pm, Supervisor Brumagin placed a conference call with Mary Chappell from Municipal Solutions regarding the sewer project. Ed Mulkearn and Tim Wells participated on the call with the town board.
 - I Review of Project:
 - A. Project Cost - \$13,112,247
 - B. Funding Plan –
 1. Clean Water State Revolving Fund (CWSRF) Loan \$13,112,247 0% Loan, 30 years per 9/19/14 NYS Environmental Facilities Corporation (EFC) Hardship Letter
 2. CWSRF Grant - \$0 Ineligible – Town's family poverty rate exceeds EFC limits
 3. USDA Rural Development (RD) Grant Unknown Max available \$5000,000, Application in progress

4. NYS Water Quality Improvement(WQIP) Grant - \$ 0 2015 Application was not successful.
5. Appalachian Regional Commission(ARC) Grant - \$ 0 Grant applications unsuccessful.
6. Community Development Block Grant(CDBG) Grant - \$ 0 Town MHI exceeds program income limits - not eligible
7. NYS Water Infrastructure Grant Unknown Max grant 25% or \$3.28 million, full CWSRF Application needed.

II Goal:

- A. Construct Project in most cost efficient manner.
- B. Obtain grant funds to bring project cost down to a more favorable cost to individual user.

III Issues/Barriers to Goal:

- A. To qualify for NYS Water Infrastructure Grant (max grant 25% or \$3.25 Million), a full CWSRF application must be filed. The Town's Hardship Letter requires a full application by 3/1/16 and to close short term financing by 9/30/16.
- B. RD grant determination may be delayed until all other funding sources are known.
- C. Only way to access funding is to complete CWSRF application, hopefully by 3/1/16. A full application must include Formation of the Sewer District & Approval of District by NYS Comptroller's Office (OSC) & Adoption of a Bond Resolution by the Town Board.

IV Next Steps:

- A. Begin District Formation Process – will require public education/outreach to be successful
 1. Engage Town Attorney to begin process
 2. Have Hill Engineering work with Attorney to update/revise Engineering Report for District Formation, as needed to complete legal requirement
 3. Engage Bond Counsel – required by funding agencies
 4. Set up Timeline to complete all tasks
- B. Apply for Member Item to cover cost of District Formation Work, Engineering Report update, etc. Try to get funds to cover some or all costs spent to date for project.

Councilman Wilcox made a motion seconded by Councilman Watrous to move forward with Municipal Solutions with their contract not to exceed \$71,000.00. All were in favor and the motion carried.

Ayes – 5 Brumagin, Bensink, Luce, Watrous, Wilcox

Nays – 0

Consensus of the town board was to pursue an agreement with Orrick Harrington of New York City for bond counsel services as recommended by Attorney Gregory Yaw.

Old Business:

- Supervisor Brumagin reported that she is working on reserve funds and multi-year financial planning.
- Findley Lake Volunteer Fire Department – Supervisor Brumagin reported that the Fire Department Board will be contacted and request that they attend the year end meeting to report where they are in their plan and to also report on their involvement with Rich Koerner, consultant.

Reports:

- Highway/Cemetery Committee – Councilman Bensink made a motion seconded by Councilman Wilcox to adopt the following Local Transportation Funding Resolution.

Local Transportation Funding – Resolution #10-15

Whereas, a reliable transportation infrastructure is vital for the safety of New York’s travelling public and its economy; and

Whereas, 85 percent of New York’s roads and bridges are maintained by local governments; and

Whereas, despite well-timed and targeted preventative maintenance treatments, the age and condition of many of our locally-owned transportation assets means that they are beyond preservation and in need of much more costly rehabilitation and reconstruction; and

Whereas, estimates by the State Comptroller, DOT and independent studies show a large portion of road mileage is deteriorating and many bridges in the state are rated structurally deficient and functionally obsolete; and

Whereas, the State Comptroller estimates that there will be \$89 billion in unmet local infrastructure needs over the next 20 years; and

Whereas, the New York State Association of Town Superintendents of Highways commissioned its own fifteen year analysis that indicates an annual funding gap of \$1.3 billion for the local system (excluding NYC) alone; and

Whereas, funding for our local system has been far short of what is needed and we’ve fallen further and further behind in maintaining the vast and aging transportation infrastructure over this long period with severe consequences for conditions ratings; and

Whereas, the New York State Consolidated Local Street and Highway Program (CHIPS) provides essential funding for every municipality in the state and is part of the New York State Department of Transportation (NYSDOT) capital program; and

Whereas, in the early 1990’s the Governor and Legislature created the Dedicated Highway and Bridge Trust Fund (DHBTF) to pay for the NYSDOT capital program and the Dedicated Mass Transit Trust Fund (DMTTF) to assist with the Metropolitan Transportation Authority (MTA) and other transit systems’ capital programs; and

Whereas, when the DHBTF was created, it was agreed that the NYSDOT and MTA five-year capital programs would be similar in size and would be negotiated concurrently; and

Whereas, through 2005-09, both five-year capital programs were similar in size and adopted within months of each other; and

Whereas, in 2010 the Executive and Legislature broke traditional parity and enacted a five-year capital program for the MTA but not the DOT; NOW THEREFORE BE IT

RESOLVED, that the Town of Mina calls upon the Governor and the state Legislature to make additional state funding and resources available at levels that accurately reflect the critical needs of local roads and bridges; and increase CHIPS funding in the 2016-17 state budget; and BE IT FURTHER

RESOLVED, that the Town of Mina calls upon the Governor, and members of the state Legislature to fully fund and submit a new NYSDOT five-year transportation capital plan; and BE IT FURTHER

RESOLVED, that the Town of Mina calls upon the Governor and members of the state Legislature to recognize the equality of roads, bridges and transit by restoring funding equality between the MTA and NYSDOT five-year programs and by voting on the plans simultaneously.

Motion carried unanimously.

Ayes – 5 Brumagin, Bensink, Luce, Watrous, Wilcox

Nays - 0

Correspondence:

- Time Warner Cable – Newsletters
- The Jamestown Post Journal – Christmas card from our carrier
- Pipeline Safety – Call before you dig
- Orchard Park Town Supervisor – Tax Cap information
- NYS Ag & Markets – Municipal shelter inspection report
- NYS Dept. of Public Service – Winter outreach & education campaign info on available pamphlets
- NYS Comptroller’s Office – Updating justice files
- NYS Homes & Community Renewal – Information on grants & copy of our New York State Community Development Block Grant Agreement
- IRS – Acknowledgment of our tax-exempt bond form
- Empire State Liquor Licensing, LLC – 30-day advanced notice to local municipality/community board Vinnies Restaurant, LLC applied for liquor license

Reports:

- Community Center – Supervisor Brumagin reported that the Accessible stencil designated for parking spaces has been received and that Dan Norcross will be contacted about painting on the blacktop in front of the Community Center. Also a tree behind the Community Center is dying so that may need to be taken down. Paul Scarem agreed that the highway crew can do this.
- Town Clerk – The Town Clerk’s report was distributed reporting the collection of fees and sales of \$5,438.00 for the month of November 2015. She has paid the Supervisor \$856.83 NYS Ag and Markets for dogs, \$32.00, and NYS DEC \$4,549.17.
- CEO/Building Inspector – Melanie Eddy’s report for November 2015 was distributed for review.
- Supervisor - Rebecca Brumagin distributed the financial statements through November 30, 2015. She also mentioned that the financial statements through October 31, 2015 were included with the documents distributed to the town board.

New Business:

- Supervisor Brumagin brought up the Assessor’s annual bonus. She reported that Heather Young-Deyell has worked diligently at getting parcels updated and asked the board if they would consider a 50% bonus for the work she has done, although the equalization rate has dropped to 90%. Councilman Bensink made a motion seconded by Councilman Wilcox that a one-time bonus be given this year in the amount of \$800.00 (one half of the amount agreed to in the employment letter). Motion carried unanimously.

Approved: Ayes – 5 Brumagin, Bensink, Luce, Watrous, Wilcox

Nays – 0

- Supervisor Brumagin brought up court security. Councilman Luce made a motion seconded by Councilman Bensink that the Chautauqua County Sheriff's Department be contacted to contract with for the year 2016. All were in favor.
Approved: Ayes – 5 Brumagin, Bensink, Luce, Watrous, Wilcox
Nays – 0
- Cleaning Position Appointment – Supervisor Brumagin made a motion seconded by Councilman Bensink to hire Jessica Ball at \$10.00 an hour effective immediately. Motion carried unanimously.
Approved: Ayes – 5 Brumagin, Bensink, Luce, Watrous, Wilcox
Nays – 0
- Discussion on end of year meeting and Organizational and Regular Board Meeting for January was held. The End of Year Meeting is scheduled for December 30, 2015 at 9:00 a.m. The Organizational Meeting is scheduled for January 7, 2016 at 7:00 p.m. and the Regular Town Board Meeting is scheduled for January 14, 2016 at 7:00 p.m.
- The Mina-Findley Lake Historical Society is working on the theme for the Memorial Day Program “The Ultimate Sacrifice” and would like a plaque placed on a large stone near the gazebo listing the four Mina residents who were killed in action.
- Supervisor Brumagin reported that the FL Area Chamber of Commerce contacted her many years ago about getting pole mounted holiday decorations for downtown. She has a catalog with various options and would like to come back to the Town Board with ideas for holiday lights. The board was in agreement with looking into this further.

Payment of Monthly Claims/Transfers:

- Payment of Monthly Claims/Transfers – The monthly claims were examined. Councilman Luce moved, seconded by Councilman Wilcox, to pay the monthly claims. In the General Fund claim #284 through #300 in the amount of \$8,062.92 and in the Highway Fund, claim #143H through #1153H in the amount of \$14,776.37 were approved to pay. Motion carried unanimously.
Approved: Ayes – 5 Brumagin, Bensink, Luce, Watrous, Wilcox
Nays – 0

As there was no further business to come before the Board, Councilman Bensink moved to adjourn the meeting at 9:10 p.m.

Respectfully submitted,

Sherrie R. Tanner
Town Clerk