

December 13, 2017

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

Present: Rebecca Brumagin.....Supervisor  
Dennis Luce.....Councilman  
Dick Watrous.....Councilman

Absent: Dave Wilcox.....Councilman

Attended by: Ernie Roache, Pete Howard (FLVFD board) (7:10)

**Minutes:** Motion was made by Councilman Luce and seconded by Councilman Watrous to accept the minutes of the November 2, 2017 meeting as presented. Motion carried unanimously.

The town clerk read the legal notice for the regular meeting date change, the year-end meeting and the organizational meeting/regular meeting for January 2018.

**Comments/Concerns from those present:** none

**Comments/Concerns from those not present:** Councilman Luce reported he had received positive feedback on the holiday decorations and Supervisor Brumagin expressed appreciation to the highway crew for installing decorations on the light poles before Thanksgiving.

**Old Business:**

- Councilman Luce reported he helped convert the town’s internet and email system to be independent from the library. He hard wired the Assessor and Code/Zoning Officer into Spectrum’s new system and will be working on getting the town offices connected. The library extended the use of the Fairpoint internet connection so that the town could be connected through the end of December. Supervisor Brumagin thanked Councilman Luce for his work on the project.

**Correspondence:**

- Greenman-Pedersen, Inc. – Seasons greetings & 2018 pocketplanner
- Chautauqua County Dept. of Planning & Economic Development – Information on Local Government Training Opportunities for municipal staff, planning boards, zoning boards of appeals and municipal boards
- NYS Dept. of Public Service – Information on publications related to the winter season
- Southern Tier West – Planning & Zoning Training dates
- University of California (Davis) – Thank you for replying to a study on local government policymaking
- NYS Association of Towns – 2018 Annual Meeting & Training School dates
- Daniel L. Barry Land Surveyor, LLC – 2018 Calendar
- NYMIR – Fall “It’s Our Policy” newsletter
- NYS Comptroller – The Update, semiannual newsletter for Employees’ Retirement System
- Tonia Wilson – Wilson Endurance Sports, LLC interested in holding a triathlon in the Town of Mina
- Susan Jones – Resignation from the Zoning Board effective November 30, 2017
- Findley Lake Area Agency, LLC – Thank you for meeting with its representatives to discuss the town’s business insurance policy.

- Patrick Gooch from Chautauqua County – Re: NYS Consolidated Funding Application Awards announced.
- Senator Catharine Young – Thanking Supervisor Brumagin for contacting her office on Senator Young’s vote on partial payment for taxes.
- NY Comptroller – Updating the Justice files

**Comments/Concerns from those present:**

- Pete Howard brought the town board up to date on the latest happenings in the fire department. Supervisor Brumagin, on behalf of the town board, expressed sympathy in the passing of Findley Lake Volunteer Fire Department Board member, Howard Raven. Pete was pleased to announce that the fundraising committee has received pledges exceeding \$180,000. The fire department’s new boiler system is up and running. The next item the fire department will be purchasing is a self-loading stretcher for the ambulance. A meeting was held with the fire department auxiliary and the members are willing to contribute funds toward the cost of the self-loading stretcher.

**Reports:**

- Highway/Cemetery Committee – Councilman Watrous had nothing new to report.
- Highway Superintendent – Superintendent Himelein reported to Supervisor Brumagin that parts for the loader had been ordered and that the repairs should be complete by the end of the year. Supervisor Brumagin reported that the cash balance in the highway is low and that some invoices will be held until the CHIPS money is received in mid- December.
- Recreation Committee – Supervisor Brumagin reported Nancy Roche and Andy Travis attended a workshop on grant writing and they are currently working on a grant to enhance the tennis courts on School Street.
- Assessor - Heather Young-Deyell’s report for November 2017 was distributed. Applications have been mailed to property owners currently receiving exemptions requiring annual renewal. Property owners have until March 1, 2018 to file their applications with the assessor. Supervisor Brumagin reported that she has requested that the assessor work on a project identifying all of the properties within the boundaries of the various subdivisions around the lake. The goal is to have the project complete by the January town board meeting.
- Community Center – Supervisor Brumagin reported that there are issues with the heating system. New relays have been ordered to replace the old ones. Also, the Town is looking for someone to shovel the sidewalks at the Community Center.
- Town Clerk/Tax Collector – The Town Clerk’s report was distributed reporting the collection of fees and sales of \$5,549.00 for the month of November 2017. She has paid the Supervisor \$1,331.71, NYS Ag and Markets for dogs, \$31.00, and NYS DEC \$4,186.29.
- Findley Lake Area Chamber of Commerce – It was reported the chamber will be disbanding effective December 31, 2017.
- CEO/Building Inspector – Melanie Eddy’s report for November 2017 was distributed. She reported that representatives from Dollar General will attend the January 4, 2018 town board meeting as they did not have all of their documents complete to attend tonight’s meeting.
- Supervisor – Supervisor Brumagin distributed financial statements for November 2017.

**New Business:**

- Year End Meeting will be held Thursday, December 28, 2017 at 9:00 am. The Organizational Meeting/January Regular Meeting will be held on January 4, 2018 at 7:00 pm.
- Paid Family Leave Insurance Coverage – Supervisor Brumagin reported the mandatory New York Paid Family Leave goes into effect January 1, 2018 and is based on weekly salaries. The most that can be charged per year for each employee is \$85.56. Councilman Luce made a motion seconded by Councilman Watrous for the Town of Mina to absorb the cost for each employee if the Town is required by law to participate in the program. Motion carried unanimously.

Approved: Ayes – 3 Brumagin, Luce, Watrous  
Nays – 0

- ZBA training session with Attorney Wright – Supervisor Brumagin stated that available dates will be sent to Attorney Wright and the ZBA board will be notified of the date he is available.
- Chautauqua County Sheriff Department – Supervisor Brumagin reported that the 2018 contract agreement with the Sheriff’s Department for the Justice Court has been received. Councilman Watrous made a motion seconded by Councilman Luce to renew the Town of Mina’s contract with the Chautauqua County Sheriff’s Department for 2018. Motion carried unanimously.

Approved: Ayes – 3 Brumagin, Luce, Watrous  
Nays – 0

- NYS Office of State Comptroller – Supervisor Brumagin reported she received a letter from the NYS comptroller with some follow-up questions regarding the 2016 annual report.
- Supervisor Brumagin and Councilman Luce met with Kevin Goree from Great Lakes Insurance to review coverage levels on the town’s insurance policy.

**Payment of Monthly Claims/Transfers:**

- Payment of Monthly Claims/Transfers – The monthly claims were examined. Councilman Watrous moved, seconded by Councilman Luce, to pay the monthly claims. In the General Fund claim #285 through #304 in the amount of \$18,510.95 and in the Highway Fund claim #143H through #160H in the amount of \$20,557.84 was approved to pay. Motion carried unanimously.

Approved: Ayes – 3 Brumagin, Luce, Watrous  
Nays – 0

**Executive Session:**

At 8:22 pm Councilman Watrous made a motion, seconded by Councilman Luce to adjourn to Executive Session for real property issues. Motion carried. At 8:28 pm Councilman Watrous moved, seconded by Supervisor Brumagin, to return to regular session. Motion carried unanimously.

**Other Business/Actions:**

After looking into the new street light required at Paradise Bay to move the crosswalk, Councilman Luce made a motion seconded by Councilman Watrous to rescind resolution #13-17 dated August 10, 2017. Motion carried unanimously.

Approved: Ayes – 3 Brumagin, Luce, Watrous  
Nays – 0

National Grid Resolution regarding light on utility pole – Councilman Watrous made a motion, seconded by Councilman Luce to adopt the following resolution requesting that National Grid install an additional light on a utility pole near Paradise Bay.

Town of Mina  
Resolution #14-17

BE IT RESOLVED by the Town of Mina Board that the Town of Mina authorize National Grid to install one (1) 48-watt Luminaire Type LED roadway streetlight on existing distribution pole No. 62-1/2 Shadyside Road to illuminate proposed crosswalk and to address the Town’s safety concerns in this area. The new streetlight cost estimate is \$110.14 annually and will be billed to the Town on streetlight account No. 64538-80107.

Ayes – 3 Brumagin, Luce, Wilcox

Nays – 0

As there was no further business to come before the Board, Councilman Luce moved to adjourn the meeting at 8:31 p.m.

Respectfully submitted,  
Sherrie R. Tanner  
Town Clerk