

December 26, 2018

The Mina Town Board met on the above date for the year-end meeting. Supervisor Brumagin called the meeting to order at 4:00 p.m. The following members and guests were in attendance:

Present: Rebecca Brumagin.....Supervisor
Dennis Luce.....Councilman
Ernie Roache.....Councilman

Absent: Dick Watrous.....Councilman
Dave Wilcox.....Councilman

Attended by: Bill Himelein (Mina Highway Superintendent)

The town clerk read the legal notice for the year-end meeting/public hearing on the amendment to the snowmobile law and the organizational meeting/regular meeting for January 2019.

Supervisor Brumagin opened the Public Hearing at 4:02 p.m. She reviewed the proposed amendment to Local Law #3-1998 Regulating The Use And Operation of Snowmobiles On Public Highways, Sidewalks And Public Lands In The Town Of Mina which included changes required to be in conformance with updated New York State Law. The changes primarily dealt with minimum ages of snowmobile drivers and access to state highways. She asked if there were any questions; hearing none, Supervisor Brumagin closed the Public Hearing at 4:05 p.m. Councilman Roache made a motion, seconded by Councilman Luce to adopt Local Law #1-2018 amending Local Law #3-1998. Motion passed unanimously.

Supervisor Brumagin – aye
Councilman Luce – aye
Councilman Roache – aye

Old Business:

- Supervisor Brumagin asked Highway Superintendent Himelein if he had the opportunity to review the Williamson Law Software program for the highway department with the highway committee. He was not able to do that but plans to do so before the next town board meeting on January 10, 2019.
- Supervisor Brumagin reported that in researching the requirements for an AED (automated external defibrillator) for the Community Center that New York State requires an agreement with a physician to oversee the process and training as well as other stipulations that need to be followed before an AED can be ordered. She has reached out to Dr. Michael W. Faulk who works with the Chautauqua County Office of Emergency Services who has agreed to assist with the agreement, training and development of a public access defibrillation program. He will meet with her at the Mina-Findley Lake Community Center to review the requirements.
- Supervisor Brumagin explained the sexual harassment prevention training certification form the Town of Mina developed and how each employee needs to complete the form upon receiving approved training for the Town to maintain in its files.
- Supervisor Brumagin passed out an analysis of the 2018 versus 2019 Business Insurance Policy Overview. Superintendent Himelein noted the 2012 Ford Pick-up was still on the policy and the town no longer owns this vehicle so he will call the insurance company and have it removed.

Payment of Claims:

- The year-end claims were examined. Councilman Luce moved, seconded by Councilman Roache, to pay the year-end claims. In the General Fund claim #329 through #340 in the amount of \$21,832.39 was approved to pay. There weren't any Highway Fund claims. Motion carried unanimously.

Executive Session:

At 4:24 pm Supervisor Brumagin made a motion, seconded by Councilman Roache to adjourn to Executive Session for personnel matters. Motion carried. At 4:37 pm Supervisor Brumagin moved seconded by Councilman Luce to return to regular session. Motion carried unanimously.

Other Business:

- Supervisor Brumagin reminded board members that the Organizational/Regular Meeting is scheduled for Thursday, January 10, 2019 at 7:00 pm.

As there was no further business to come before the Board, Supervisor Brumagin moved to adjourn the meeting at 4:38 p.m.

Respectfully submitted,
Sherrie R. Tanner
Town Clerk