

February 8, 2018

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  
Dave Wilcox.....Councilman

Absent: Ernie Roache.....Councilman

Attended by: Amy Allen, Bill Himelein (Highway Superintendent), Ed Mulkearn (FL Watershed Foundation)(7:15), Mary Norcross (Mina Historian), Terry Phelps (FLVFD)

**Minutes:** Motion was made by Councilman Luce and seconded by Councilman Wilcox to accept the minutes of the January 4, 2018 meeting as presented. Motion carried unanimously.

**Comments/Concerns from those present:**

- Mary Norcross, Town of Mina Historian, passed out “Your Guide to Chautauqua County Museums” brochure to each person at the meeting which features all the museums in Chautauqua County including the Findley Lake & Mina Historical Society. She then passed out her 2017 Annual Report and gave a presentation about the many accomplishments last year.
- Amy Allen expressed concern that the road she lives on (Hazen Road) did not receive the snow plowing attention she felt it needed recently. She speculated that it was due to the town not wanting to pay overtime hours to the highway crew. Superintendent Himelein informed her that Hazen Road was plowed several times on those dates and gave the times of day that the road was plowed. Supervisor Brumagin reported that overtime hours have never been an issue and that the town does not restrict plowing because of overtime. Superintendent Himelein stated she could call him directly instead of going through her neighbor if she had any further concerns.

**Comments/Concerns from those not present:** none

**Reports:**

- Findley Lake Watershed Foundation – Ed Mulkearn reported the Watershed Foundation is conducting its annual membership drive. He stated that since the downtown merchants who agreed to shovel the Waterwheel Overlook Building are not taking care of it adequately, the FLWF has needed to close the public restrooms until the matter can be resolved with the merchants. The grant they are working on through Senator Young needs to state where the weed harvester will be parked. There also needs to be an executed lease and insurance coverage by the Watershed Foundation for the town property where the weed harvester and conveyor are stored.

**Old Business:**

- Supervisor Brumagin asked Councilman Luce to be on a committee with her to interview potential information technology consultants for the Town of Mina. Councilman Luce requested that the Alexander Findley Community Library’s information technology consultant be asked for his input as the systems need to co-exist in the building.

- Supervisor Brumagin and Attorney Wright are working on a plan for the subdivisions boundaries project.
- Superintendent Himelein and Supervisor Brumagin are reviewing the parking ordinance and will review with Attorney Wright along with parking tickets.
- Supervisor Brumagin reminded newly elected and appointed officials to keep a 3 month analysis on their hours for the NYS retirement system.

### **Correspondence:**

- NYS Town Clerks Association – Invitation to the 36<sup>th</sup> annual conference in Albany.
- Charter Communications – RLTV (Retirement Living) has ceased transmission; it has upgraded its video service to digital-only signal and is removing the remaining analog channels to digital signals.
- National Grid – In collaboration with the Department of Public Service it has initiated a field audit of National Grid’s company-owned street lighting assets in NYS.
- NYSDEC – Plans for investigation of inactive solid waste site of the Mina Landfill.
- County of Dutchess – Report on “ThinkDIFFERENTLY” program for their residents with special needs.
- NYSDOT – Soliciting candidate projects for funding under the BRIDGE NY program.
- NYS Homeland Security & Emergency Services – Inquiring who the Town of Mina Information Technology contact person is.
- NYSDEC – Announcing its first round of participating pharmacies, hospitals and long-term care facilities in the State’s pilot drug “Take-Back” program.
- FLVFD – January 2018 meeting minutes.
- State of New York County Court – List of Mina resident properties going up for tax sale if not paid by April 16, 2018.
- FairPoint – Introducing Consolidated Communications as its new owners.
- Chautauqua County Dept. of Finance – A statement of all monies paid by the Director of Finance to the Town Supervisor for payments between 01/01/2017-12/31/2017.
- Village of Cassadaga – Alerting Town Clerks of an email scam and telephone scam currently going on.

### **Reports:**

- Highway/Cemetery Committee – Councilman Watrous welcomed Councilman Wilcox to the committee.
- Highway Superintendent – Superintendent Himelein reported that the individual he contacted about timber on the landfill property but he has not responded so he will be contacting someone else. Repairs are being done to the loader. The property owners on Klondyke Road have not responded to the town abandoning that road. He reported that he and 11 other Town Highway Superintendents will be going to Albany in March for advocate’s day.
- Recreation Committee – Supervisor Brumagin reported that the recreation committee won’t proceed with tennis court upgrades until the tennis court property has been officially transferred to the town.
- Assessor - Heather Young-Deyell’s report for January 2018 was distributed. She reported the exemption renewal process continues through March 1, 2018 and if she has not received the renewal application by the first week in February she makes phone calls and sends second notices to the property owners to remind them to renew or lose their exemption. Property tax relief credit checks have been issued to property owners that had either the BASIC STAR or the ENHANCED STAR exemptions. She also will be

attending the Association of Towns Annual Meeting and Training in New York City February 17<sup>th</sup>-21<sup>st</sup> with Town of Ripley officials.

- Town Justice – Supervisor Brumagin reported she attended a meeting recently regarding Court Consolidation. Town of Harmony is planning to build a new town office and would like other courts to utilize their new facility.
- Community Center – Supervisor Brumagin reported that the individual who was hired to shovel the sidewalks resigned, because of her schedule with school and work. The town is looking to fill this position.
- Town Clerk/Tax Collector – The Town Clerk’s report was distributed reporting the collection of fees and sales of \$405.75 for the month of January 2018. She has paid the Supervisor \$327.79, NYS Ag and Markets for dogs, \$26.00, and NYS DEC \$51.96. She reported that taxes had been coming in steadily and that the penalty free period ended on Tuesday February 6, 2018.
- Findley Lake Volunteer Fire Department – It was reported to Supervisor Brumagin that a new law in NYS has been passed effective January 1, 2019 regarding firefighters and cancer insurance. It is unknown at this time who will pay for the coverage. She reported that the Red Cross Shelter Agreement for the fire department has been signed and a copy given to her. Terry Phelps reported that the new bunker gear has come in and been distributed to the firefighters. He stated they are applying for a grant to purchase a new pumper tanker. He informed the town board that the state has approved the department to carry serum that can be drawn up in a syringe to replace epipens for allergic reactions as the cost for epipens has gotten so high. Also said they now have the narcan required for the department to have on hand to treat opioid overdose.
- CEO/Building Inspector – Melanie Eddy’s report for January 2018 was distributed. She reported that one of the representatives from Dollar General has been ill for a week and could not attend tonight’s town board meeting but would attend the March 8, 2018 meeting as long as they have all of their documents complete.
- Supervisor – Supervisor Brumagin distributed financial statements for December 2017 and January 2018.

**New Business:**

- Supervisor Brumagin stated the leases at the Community Center (Nature Center, Alexander Findley Library, Historical Society, Community Connections, are at \$200 per room per month along with Snappy Snippers at \$225 per month) and the bus garage \$150 per month per bay need to be renewed. Also a lease needs to be drawn up with the Findley Lake Watershed Foundation for the property the weed harvester is parked on and liability insurance will need to be in place for that property.
- Supervisor Brumagin reported she contacted Mark Stowe regarding the status of septic inspections that are being conducted by the Chautauqua County Health Department since the sewer project was voted down. He reported that letters went out this past summer and inspections are being done and also people have contacted them about upgrades. Supervisor Brumagin asked about holding tanks and he said there must be extenuating circumstances and they are handling them on a case by case basis.
- Supervisor Brumagin reported she signed the annual Boy Scout charter agreement and returned it to Dave Eliason.

**Payment of Monthly Claims/Transfers:**

- Payment of Monthly Claims/Transfers – The monthly claims were examined. Councilman Luce moved, seconded by Councilman Watrous, to pay the monthly claims. In the General Fund claim #17 through #49 in the amount of \$65,753.94 and in the Highway Fund claim #3H through #21H in the amount of \$46,545.04 was approved to pay. Motion carried unanimously.  
Approved: Ayes – 4 Brumagin, Luce, Watrous, Wilcox  
Nays – 0

**Other Business/Actions:**

Supervisor Brumagin reported Superintendent Himelein filled out Chautauqua County's Agreement To Spend Town Highway Funds form and requested signatures from the Supervisor and Town Councilmen.

As there was no further business to come before the Board, Councilman Watrous moved to adjourn the meeting at 8:32 p.m.

Respectfully submitted,

Sherrie R. Tanner  
Town Clerk