

March 24, 2016

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
Bill Himelein.....Councilman
Dick Watrous.....Councilman
Dave Wilcox.....Councilman

Absent: Dennis Luce.....Councilman

Attended by: Dave Eliason, Dave Himelein (County Legislator), Pete Howard (FLVFD Board), Terry Phelps (FLVFD), Paul Scarem (Highway Superintendent)

Minutes: Motion was made by Councilman Wilcox and seconded by Councilman Watrous to accept the minutes of the February 18, 2016 regular meeting as presented. Motion carried unanimously.

Comments/Concerns from those present:

- Dave Eliason stated that 12 years ago local Boy Scout Troop #159 started back up and recently has been meeting at Camp Findley. They need a charter signed for sponsorship and, with changes on a district level, Camp Findley isn't able to sponsor this year. Since the troop has been meeting at the Community Center, Dave asked if the Town would sign the charter and sponsor the troop. Councilman Wilcox made a motion seconded by Councilman Watrous to enter into the agreement with Dave Eliason being the local representative. All were in favor and the motion passed.
Ayes – 4 Brumagin, Himelein, Watrous, Wilcox
Nays – 0
- Dave Himelein reported that NRG is pulling out of Dunkirk and the County now needs to request financial support from Congressman Reed and Senator Schumer. He also stated that he sits on the task force for the north and south county sewer districts for Chautauqua Lake.
- Pete Howard and Terry Phelps gave an update on the progress of the Findley Lake Volunteer Fire Department and reported that Terry Phelps, Darla Phelps and Tammy Hamilton have taken the EMT test and are awaiting the results. They shared information on:
 - EMS issues including ambulance needs; various specific types of training needs; and, participation in the epinephrine check & inject program
 - Firematic issues including SCBA (self-contained breathing apparatus) repairs to battery compartments & masks; bunker gear; fire police gear; and EMS gear
 - Training needs for EVOC (emergency vehicle operation & care); firematic training; ICS (incident command system) for all members, associates and auxiliary; and training fund to reimburse attendees for out of pocket expenses.

Comments/Concerns from those not present: None

Reports:

- Highway Superintendent – Superintendent Scarem reported that a new pick-up truck was ordered on March 21, 2016 but they haven't provided him with a delivery date. He also reported there has been 155" of snow so far this season. The highway crew has been sweeping the roads and will go to a four day work week in another month. Since there have been issues with getting enough brine for the roads this year they secured an extra sander and mounted it on one of the other trucks.

Old Business:

- Sewerage Project – Supervisor Brumagin reported that a meeting was held on March 1, 2016 at which time the sewer work group, Attorney Greg Yaw, Mary Chappell from Municipal Solutions as well as Clay Fails and Tim Wells from Hill Engineering reviewed the draft report and map. The next meeting is scheduled for March 29, 2016 to review flow estimates for commercial properties. She also reported that a public hearing may be held as early as June.
- Supervisor Brumagin reported she spoke with the assessor for details regarding the Shadyside property and adjacent right of way that Don Proctor has an interest in securing.
- Supervisor Brumagin met with Tom & Karen Saginak to show them the maps they requested to review.
- Pole mounted holiday decorations for downtown – Supervisor Brumagin reported the holiday decorations have been purchased and delivered from Rileigh's Outdoor Décor. Supervisor Brumagin will contact National Grid for the installation requirements.
- Supervisor Brumagin stated the town attorney will proceed with the deed search on the Mina cemetery property boundaries if the town board is willing to cover the \$500.00 expense.

Correspondence:

- Time Warner Cable – News to Share & ongoing efforts affecting subscribers, documentation regarding current franchise fee
- Cornell Local Roads Program – Brochure on upcoming events
- Southern Tier West – Annual Conference information
- Office of the Chautauqua County Executive – Information on public forum to provide an overview of the commission's goals to find regional solutions to make the county & local communities more efficient and cost-effective in the areas of public safety, infrastructure, and local government.
- Office of Emergency Services – Flood estimates compiled from last year
- George Spanos – Shared Highway Services
- Chautauqua County Department of Finance – Regarding workers' compensation liability
- Association of Towns – Tentative agenda for 16th Annual Town Finance School

Reports:

- Assessor – Heather Young-Deyell's report for February 2016 was handed out. Assessment Change notices went out in the mail and the informal hearings will be held throughout the month of April. The date for the Town of Mina Board of Assessment Review hearings is May 24, 2016.
- CEO/Building Inspector – Melanie Eddy's report for February 2016 was handed out.
- Town Clerk – The Town Clerk's report was distributed reporting the collection of fees and sales of \$540.00 for the month of February 2016. She has paid the Supervisor \$400.60, NYS Ag and Markets for dogs, \$26.00, and NYS DEC \$113.40.

- Supervisor - Rebecca Brumagin distributed the financial statements through February 29, 2016. She reported that the annual financial report was filed with the State prior to the February 29th deadline. She handed out the budget transfers from December 31, 2015. After reviewing the transfers Councilman Watrous made a motion seconded by Councilman Wilcox to approve the transfers as shown. Motion carried.
Ayes – 4 Brumagin, Himelein, Watrous, Wilcox
Nays – 0

New Business:

- Fire Department contracts – Supervisor Brumagin prepared a spread sheet on the progress of the FLVFD from January 2015 to March 2016. The spreadsheet covered the following:
 - Board of Director Operations
 - Financial and Progress Reporting to the Town of Mina
 - Active Membership Status
 - Training
 - EMS Services
 - Business Operations
 - Fire Operations
 - Response to Calls
 - Professionalism & Respectful BehaviorAfter reviewing each line item, Councilman Wilcox made a motion seconded by Councilman Watrous to renew both the Findley Lake and Sherman Volunteer Fire Department contracts for the year 2016. Motion carried unanimously.
Ayes – 4 Brumagin, Himelein, Watrous, Wilcox
Nays – 0
- Supervisor Brumagin made available a binder with the 2015 detailed financial statements from the Supervisor’s Bookkeeper for council members to audit and sign.
- The Findley Lake Nature Center requested a larger window in their current door at the Community Center facility.
- Supervisor Brumagin will contact Larry Bach to request his assistance with selecting a sound system to purchase for use at the Memorial Day program and at the Community Center facility.

Payment of Monthly Claims/Transfers:

- Payment of Monthly Claims/Transfers – The monthly claims were examined. Councilman Wilcox moved, seconded by Councilman Himelein, to pay the monthly claims. In the General Fund claim #52 through #78 in the amount of \$71,906.03 and in the Highway Fund, claim #24H through #38H in the amount of \$20,564.75 were approved to pay. Motion carried unanimously.
Approved: Ayes – 4 Brumagin, Himelein, Watrous, Wilcox
Nays – 0

Executive Session: At 8:48 pm Councilman Wilcox made a motion, seconded by Councilman Watrous to adjourn to Executive Session for potential litigation. Motion carried. At 9:00 pm Councilman Watrous moved seconded by Councilman Wilcox to return to regular session. Motion carried unanimously.

Other Business:

- The April Town Board Meeting will be held Thursday, April 14, 2016.

As there was no further business to come before the Board, Supervisor Brumagin moved to adjourn the meeting at 9:01 p.m.

Respectfully submitted,

Sherrie R. Tanner
Town Clerk