

September 29, 2016

The Mina Town Board met on the above date for a special meeting. Supervisor Brumagin called the meeting to order at 7:00 p.m. The following members and guests were in attendance:

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

Absent: Dave Wilcox.....Councilman

Attended by: Ed Mulkearn (7:02) (Findley Lake Watershed Foundation)

Supervisor Brumagin asked the town clerk to read the legal notice regarding the special meeting.

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

**Sewer Project:**

- Supervisor Brumagin reported that she held a meeting with Attorney Greg Yaw, Clay Fails and Tim Wells from GPI Greenman-Pedersen, Inc., Mark Stowe, Chautauqua County Health Dept., Councilman Wilcox, Town of Mina and Ed Mulkearn, Findley Lake Watershed Foundation. They discussed where the Town is with the sewer project and what needs to be done next. Attorney Yaw recommended that Attorney Neil Robinson take over the project for the town as Attorney Yaw is retiring in December of 2016. Supervisor Brumagin met with Attorney Robinson on Monday, September 26th and reviewed the basics of the project. Attorney Robinson sits on the boards of two of the sewer districts around Chautauqua Lake but has not been involved in the formation of any sewer districts. Supervisor Brumagin also spoke with the town's general counsel, Attorney Tad Wright, who also recommended Attorney Robinson. Attorney Yaw stated he would provide assistance to Attorney Robinson. Councilman Luce made a motion seconded by Councilman Watrous to engage Attorney Neil Robinson. Motion carried unanimously.  
Ayes – 4 Brumagin, Himelein, Luce, Watrous  
Nays – 0
- GPI Greenman-Pedersen, Inc. recommended that the town declare itself as lead agency for SEQR effective immediately and Tim Wells from GPI will let the town know which parties need to be informed.

Town of Mina  
Resolution #10-2016

**STATE ENVIRONMENTAL QUALITY REVIEW ACT 9SEQRA0  
LEAD AGENCY ESTABLISHMENT  
RESOLUTION WITH REFERENCE TO THE PROPOSED  
FINDLEY LAKE SEWER DISTRICT  
TOWN OF MINA, CHAUTAUQUA COUNTY, NY**

**CWSRF #C9-6098-01-00**

WHEREAS, the Town Board of the Town of Mina is examining the potential for Wastewater Collection and Treatment Improvements, to include construction of a Sewage Treatment Plant, Sewage Collection Lines, Laterals, Pump Stations and other appurtenances to serve properties around and near Findley Lake and the hamlet of Findley Lake, both in the Town of Mina; and

WHEREAS, the Town Board has commissioned a Preliminary Engineering Report and the Report provides recommendations with regard to service area, construction costs and operation costs; and

WHEREAS, pursuant to Article 8 of the Environmental Conservation Law and the regulations contained in 6 NYCRR Part 617, hereafter called DEQRA, the Town Board has determined this action to be Type I, as required for New York Clean water State Revolving Fund; and

WHEREAS, this Board wishes to establish itself as lead agency in the coordinated review of this action;

NOW, THEREFORE, LET IT BE RESOLVED THAT:

1. The Town Clerk shall notify all involved Agencies of the Town Board's intention to designate itself Lead Agency.
2. A coordinated review will be performed.
3. This Resolution shall take effect immediately.

Date: September 29, 2016

Introduced By: Councilman Watrous

Seconded By: Councilman Luce

Voting Aye: Supervisor Brumagin  
Councilman Himelein  
Councilman Luce  
Councilman Watrous

Voting Nay: None

- Senator Cathy Young has been contacted about a grant to complete the dam breakwall repair project. Senator Young spoke with Supervisor Brumagin and informed her that she is approving a \$50,000.00 grant to the Town of Mina for two purposes, \$8,000.00 for the Dam Breakwall Repair Project and \$42,000.00 for the Sewer Project. The next step in the process for the Sewer Project is the formation of the district. Senator Young's office will be in contact with Supervisor Brumagin regarding the requirements of the grant.

**Old Business:**

- Findley Lake Watershed Foundation – Dam Breakwall Repair Project – Ed Mulkearn reported that the monies are in place for the project. The project is fully funded for the entire project exclusive of any unforeseen expenses. Fairpoint Communications is scheduled to move the phone lines off the area this next Thursday. Lakeshore Paving, the contractor, is to start its portion by the 15<sup>th</sup> of October. It is projected to be done by November 30<sup>th</sup> and NYSDEC Dam Safety will inspect the project once it is complete. Installation of the railing and sidewalks will be dependent upon weather conditions; that portion of the job might have to wait until spring. There is a pre-construction meeting scheduled for Friday the 14<sup>th</sup> of October at 3:00 pm that Ed Mulkearn requested Supervisor Brumagin or a councilman attend.

### **Purchase of Used Dump Truck**

- The Highway Committee presented the town board with several options for purchasing a new or used dump truck. Discussion was held, quotes, and pictures were reviewed. Councilman Watrous made a motion seconded by Councilman Himelein to purchase, on physical inspection, a 2012 Peterbuilt 365 from Robertson Truck Sales for \$121,528.00 with 20% of that amount being required as a down payment. Motion carried unanimously.  
Ayes – 4 Brumagin, Himelein, Luce, Watrous  
Nays – 0

### **Old Business:**

- Well Repair – Jones Well Drilling completed the work on the well at the Mina-Findley Lake Community Center. The project went well and the town is waiting on the results of the latest water sample. It was reported that there were some difficulties at the beginning of the project. Councilman Himelein assisted by operating a jack hammer to help remove the lid from the concrete enclosed well.
- Paradise Bay Pedestrian Crossing – Supervisor Brumagin reported meeting with the town's insurance carrier, NYMIR, along with Jen Mazur from Paradise Bay to assess the cross walk situation at Paradise Bay. NYMIR will come back to the town with a proposal. While the insurance representative was in town, he also conducted the annual review of the town's properties.
- Supervisor Brumagin reported that the town would like to send in a justice grant request for security cameras for the town building.
- Highway Superintendent Retirement – The superintendent has not heard back from the NY State retirement department regarding a date on his retirement.
- Supervisor Brumagin reported there was a County Planning Department/Economic Development meeting held at the Mina-Findley Lake Community Building with four towns present, Mina, Sherman, Clymer and Harmony (French Creek was unable to attend). County officials discussed funding sources that could assist the towns with monies for larger projects.
- The Findley Lake & Mina Historical Society has been storing the logs from the log cabin at the Brumagin property and Dan Norcross and Councilman Himelein looked the situation over and are requesting that the Mina Highway Crew assist the historical society with moving the logs to the Community Center bus garage.
- Supervisor Brumagin met with Wendy Shephard from Northwest Benefits and the current policy through Univera will not be available for the upcoming renewal. The highway crew is to be informed that health insurance options will be discussed at the regular town board meeting on October 13, 2016.

- The ZBA (Zoning Board of Appeals) sent an e-mail request to have the town attorney attend its next meeting (October 12, 2016) to answer questions regarding the zoning board's responsibilities and to provide training to ZBA members.

**New Business:**

- The town clerk reported she has spoken with Emergency 911 regarding the Woodland Shore Drive addresses versus Shadyside Road for the residents on that street. In July of 1996 the Town of Mina changed the name of that portion of Shadyside Road to Woodland Shore Drive. Windstream Communications is responsible for individuals calling from a landline so any landline addresses need to be changed with them. As of January 1, 2017 anyone calling from a cell phone will be picked up using longitude and latitude directions so if the caller doesn't providing the correct street address that shouldn't be a problem after that date.

**Executive Session:** At 8:14 pm Councilman Himelein made a motion, seconded by Councilman Watrous to adjourn to Executive Session for personnel matters and litigation. Motion carried. At 8:36 pm Councilman Watrous moved seconded by Councilman Luce to return to regular session. Motion carried unanimously.

**Correspondence:**

- Charter Communications – ongoing efforts to keep subscribers apprised
- Southern Tier West – 4<sup>th</sup> Annual STW Stormwater Management Conference brochure
- International Code Council – ICC training event
- Chautauqua County Dept. of Human Resources – Civil Service Training Seminar
- Chautauqua County Dept. of Planning & Economic Development – Information on meeting date for 5 towns
- Chautauqua County Dept. of Health – Results of first water well test
- NYS Homes & Community Renewal – Grant Agreement 60-day Completion Notice And Contract Extension request
- FLVFD – Radio estimate and August financials

**Payment of Monthly Claims/Transfers:**

- Payment of Monthly Claims/Transfers – The monthly claims were examined. Councilman Luce moved, seconded by Councilman Himelein, to pay the claims. In the General Fund claim #255 in the amount of \$3,207.8 was approved to pay. Motion carried unanimously.  
Approved: Ayes – 4 Brumagin, Himelein, Luce, Watrous  
Nays – 0

Next regular meeting will be held on October 13, 2016.

As there was no further business to come before the Board, Supervisor Brumagin moved to adjourn the meeting at 8:38 p.m.

Respectfully submitted,

Sherrie R. Tanner, Town Clerk