

March 12, 2020

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  
Steve Burmaster.....Councilman  
Dennis Luce.....Councilman  
Ernie Roache.....Councilman

Absent: Dick Watrous.....Councilman

Attended by: Amy Allen (7:02), Bill Himelein (Highway Superintendent), Mark Moore (7:02), Ed Mulkearn (FL Watershed Foundation)(7:18), Terry Phelps (FLVFD).

**Minutes:** Motion was made by Councilman Luce and seconded by Councilman Burmaster to accept the minutes of the February 13, 2020 meeting as presented. Motion carried.

**Comments/Concerns from those present:**

- Terry Phelps asked about the status of the generator for the Community Center as it is listed as a shelter overflow in case of emergencies as well as the FL United Methodist Church. Supervisor Brumagin reported that the town has a portable generator if needed.

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

**Old Business:**

- Supervisor Brumagin reported that the USDA Rural Development Application for highway equipment has been submitted.
- Supervisor Brumagin reported that she spoke with Dave White regarding the French Creek & Mina single justice resolution and that the attorney has submitted it to the NYS legislature.
- Supervisor Brumagin reported that she asked to meet with Jeff Richards from the Chautauqua Lake Snowmobile Club regarding the snowmobile trail across School Street on Town Park property. He did not connect with her regarding walking the property. However, she spoke with Kelly Perry from the club who added the town to the club's insurance policy even though the town has not formally approved the trail on the town park property.
- Councilman Luce reported that he reviewed the Spectrum Franchise Agreement and recommends that we continue with Spectrum.
- Supervisor Brumagin reported that a resolution has to be approved for National Grid to move the utility pole at the downtown gazebo area. Councilman Burmaster made a motion, seconded by Councilman Roache to adopt Resolution #11-20.

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BE IT RESOLVED by the Town of Mina Board that the Town of Mina request that, for safety reasons, National Grid relocate pole #211 in the downtown area of the hamlet of Findley Lake from its current position further into the property in a northeasterly direction and that the cost of such relocation be borne by National Grid.

The resolution was adopted by a vote of 4 to 0 with the following board members voting:

Brumagin – Aye

Burmester – Aye

Luce – Aye

Roache – Aye

- NYS Dept of Health regarding Article 75-A in regard to notification of neighbors regarding septic system installation. Supervisor Brumagin reported that she will be requesting advice from the town attorney on this matter.

### **Correspondence:**

- Boy Scouts of America – Information on Boy Scouts of America filing for Chapter 11. Only the national organization is included in the filing. It does not impact the local Boy Scout troop.
- Association of Towns – Cancellation of Local Government Lobby Day because of the coronavirus pandemic.
- Findley Lake Volunteer Fire Department – March minutes.
- NYS Agriculture & Markets – Municipal Shelter Inspection Report for the Chautauqua County Humane Society rated “Satisfactory”.
- NYMIR – Coronavirus Disease – Guidance for municipality preparedness.
- Fort Orange Press – Election information on Election Day ballots and related election supplies.
- DogEnumeration.com – Information on getting a quote for dog enumeration services.
- Great Lakes Tree Service – Information on tree trimming and stump removal service.
- NYMIR – Information on a free seminar on loader, backhoe & bucket truck training.
- Veterans Flag Depot – Information on American made USA flags for sale.
- US Census 2020 – Information on how to be a census taker.
- Charter Communications – Upcoming changes.
- RTI Auctions – 35<sup>th</sup> Annual Palmyra Government Surplus Auction.

### **Reports:**

- Highway Superintendent – Superintendent Himelein reported that there has been 164” of snow so far this season. He reported that the loader is down for repairs to the hydraulic cooling system and fuel system. The highway crew has taken the winter gear off of one of the trucks and they have started hauling stone for sealing this summer. He reported there is still no word on the new pick-up that was ordered last July.
- Planning Board – Supervisor Brumagin reported that she spoke with Don McCord from the County Planning Department and a meeting is being planned for the first week in April at which time they will work on focus groups for the entire community.
- Assessor – Heather Young-Deyell’s report was handed out for February 2020. The exemption filing deadline was March 1. Assessment Change notices will be printed this week and mailed next week. An informal hearing process is with the Assessor. If

anyone disagrees with their new assessment, instructions are mailed with the change notices. Inspection of new construction and demolition will begin upon completion of the revaluation work.

- Findley Lake Watershed Foundation – Ed Mulkearn reported that the ice is almost all off the lake. The gate needs fixed before the lake returns to summer level. There is a sink hole that may be caused by the underground pipe that feeds the water wheel.
- Chautauqua County Shared Sewer Agency – Supervisor Brumagin reported they accepted the engineers report today. The County is waiting to see if Peek’n Peak is interested in a shared services arrangement before the Sewer Agency moves ahead with any recommendations to the county legislature. Ed Mulkearn asked that the town board reconsider forming a local sewer district if the county doesn’t move forward with this.
- Code Enforcement – Melanie Eddy’s reports for February 2020 were distributed. She reported she would be working on spring property maintenance issues starting with unlicensed vehicles.
- Community Center – Supervisor Brumagin reported that the floor in the town clerk’s office is scheduled to done by the next town board meeting.
- Town Clerk/Tax Collector – The Town Clerk’s report was distributed reporting the collection of fees and sales of \$1,525.00 for the month of February 2020. She has paid the Supervisor \$1,478.50, NYS Ag and Markets for dogs \$24.00, and NYS Health Dept for marriage licenses \$22.50. She reported that there are only 181 unpaid tax bills as of today and that she will be collecting taxes until April 1, 2020 after which time the county will collect the remainder.
- Supervisor – Supervisor Brumagin distributed and reviewed the financials for February 2020. She reported that the Chautauqua County Economic Development Partnership, of which she is a member, is looking at projects in the county including the Town of Mina and will possibly support a grant request on trail projects. She is also looking into having the gym/multi-purpose room at the Community Center painted.

#### **New Business:**

- Supervisor Brumagin prepared an analysis on energy savings for using LED lights in the Community Center and showed there was a \$571 savings this year for 3 months compared to last year.
- The next regular town board meeting will be held on Thursday, April 9, 2020 at 7:00 pm.
- Councilman Luce made a motion, seconded by Councilman Roache to sign a franchise agreement with Spectrum for the next year. Motion passed unanimously.  
Ayes – 4 Brumagin, Burmaster, Luce, Roache  
Nays – 0

#### **Payment of Monthly Claims/Transfers:**

- Payment of Monthly Claims/Transfers – The monthly claims were examined. Councilman Luce moved, seconded by Councilman Burmaster, to pay the monthly claims. In the General Fund claim #40 and #57 through #79 in the amount of \$66,104.65 and in the Highway Fund claim #31H through #36H in the amount of \$5,569.57 were approved to pay. Motion carried unanimously.  
Approved: Ayes – 4 Brumagin, Burmaster, Luce, Roache  
Nays – 0

**Executive Session:** At 7:45 pm, Councilman Roache made a motion, seconded by Councilman Burmaster to adjourn to Executive Session for real property matters. Motion carried. At 7:57

pm Councilman Luce moved, seconded by Councilman Burmaster to return to regular session.  
Motion carried unanimously.

**Other Business/Actions:**

- As there was no further business to come before the Board, Councilman Burmaster moved to adjourn the meeting at 7:58 p.m.

Respectfully submitted,

Sherrie R. Tanner  
Town Clerk