Mina Town Board
Regular Meeting
Agenda
Thursday, March 12, 2026
7:00 pm

I. Call to Order
II. Pledge of Allegiance
III. Approval of Minutes (February 12)
IV. Public Comment re: Agenda Items (Citizens Present & Citizens Not Present)
V. Public Hearing – Proposed Local Law #3-2026 Prohibit Unreasonable Noise in the Town of Mina
VI. Public Hearing – Proposed Local Law #4-2026 Local Government Code Enforcement Program
VII. Sewer Project – Matt Zarbo/Andrew Meyerhofer Square Engineering
   a. Collection System Design/Status of WWTP Design/Easements
   b. Schedule Public Meeting on Project Status & Easements – Saturday in May at 9 am
VIII. Grants Report
   a. Ralph Wilson Community Hub Grant – Paul Hagman Proposal/Timeline
   b. Chautauqua County Approval for Oxygenation Design from Lake Fund $27,500, Request to FL Community Foundation $17,500, Findley Lake Watershed Foundation for $5,000 and $5,000 from Town of Mina
   c. Bailey Hill and West Mina Road Culvert Replacement Timeline & Updates
   d. Senator Schumer FY27 Congressionally Directed Spending – due 3/22/26
   e. Congressman Langworthy FY27 Congressionally Directed Spending – Submitted 3/7/26
IX. Old Business
   a. Website & Email Accounts – Change to .gov – STG (TownofMina.gov)
   b. Zoning Law – Additional Changes
   c. Clinton Brown – Historic Barn Survey Proposal
   d. NYS STR Law – Status of County Registry
   e. Town of Mina Property Boat Dock Rental
   f. Closure of Klondyke Road – Attorney Calimeri
   g. Boating Course – Community Center 6/20/26
   h. CSP Merger Study – Brumagin/Cooper Meeting with Consultants Lynda Quick & Dan White
X. Correspondence
   a. NYS Department of Transportation – Early Coordination
   b. FLWF Herbicide Application
   c. Express NY – Streamline Regulations – Portal Open Until April 3
   d. Email Notification Addresses Not Subject to FOIL
XI. Reports
   a. Highway/Cemetery Committee – Dick Watrous (Rules, Tree Removal)
   b. Highway Superintendent – Alvin Kopta
   c. Parks & Recreation Committee – Nancy Roche
   d. Assessor – Heather Young-Deyell (Senior Tax Exemption County Increase $30,000 to $32,000, Local Law Grievance Day Change Date in 2026, NYS Law re: Disabled Veterans Property Tax Exemption – No Local Action)
   e. Town Justice – Denis Cooper – Hearings Requiring Additional Deputy Sheriff Security, Proposed Plea Bargain Not Feasible)
   f. Community Center – (Gym Roof Estimate, Rate for Renting YAH Conference Room)
   g. Town Clerk/Tax Collector – Marcy Park (DocuPet, Tax Collection Status, Organization of Cemetery Records, Permanent Records – Storage Room/Safe, Exact Change Resolution)

h. CEO/Building Inspector – Tom McNinch (STRs Update, Fire Inspections, Complaints, NYS Annual Report)
i. Dog Control Officer – Kelly Thornton – Dog Holding Facility, Local Laws re: Dogs Barking/Kennel Licensing, Research Proposed Court Fees)
j. Economic Development Leadership Team – Project Updates
k. Supervisor – Rebecca Brumagin (Extension of Annual Report Filing, February Financials/NY Class Balances, Software Conversion – Williamson Law Payroll and Accounting & Budget Preparation effective 4/1/26)
l. Cybersecurity Report – Draft Policy/Training Requirement – STG Attend April 9th Meeting

XII. Community Updates
a. FL Volunteer Fire Dep't – Jeff Park (MOUs for Disposition of Fire Station and Operations – Meeting Scheduled for March 20th
b. FL Watershed Foundation – Ed Mulkearn (Request for Letter of Support for Town Commitment for County 2027 Occupancy Grant – Herbicide Treatment)
c. Climate Smart Communities – Kelly McDonald, Coordinator
d. Maplevale Farms – Construction Update/PILOT Agreement Finalized, Broadband Needs
e. National Grid – "Boutique" Substation, Storage Yard, Utility Poles on WWTP Property

XIII. New Business
a. Federal DOT Regulations on Drug Testing When Driver in Accident
b. Business Insurance – Cost to Upgrade Policy to Replacement Cost for Vehicles
c. NYMIR HCA Appraisal Report 2025
d. ZBA Vacancy Appointment (Brian Sullivan Interview w/RNB)
e. Boy Scouts Charter Transfer to Historical Society
f. Proposed Local Law #5-2026 Changing Grievance Day to Wednesday, June 4, 2026
g. Proposed Local Law #6-2026 Enacting a Temporary Moratorium on Battery Energy Storage System Facilities (to replace Local Law #1-2025) or Proposed Local Law #6-2026 Enacting Zoning Provisions for Regulating Battery Energy Storage Systems in the Town of Mina
h. Proposed Local Law #7-2026 Enacting a Moratorium on Wind Energy Conversion Systems (to replace Local Law #2-2025)
i. Broadband Coverage
j. Memorial Day Program Speaker – Norman Carlson, Chautauqua County Historian, "Chautauqua County's Connection to the Revolutionary War"
k. Health Insurance – Survey of Municipalities
l. Revise Credit Card Policy
m. Build Fire Proof Room at Community Center for Storage of Permanent Records
n. Error on NEA Cross Natural Gas Bills for Delivery Charge

XIV. Payment of Monthly Claims

XV. Executive Session re: Personnel Matters & Potential Litigation

XVI. Other Business/Actions
a. Upcoming Meetings – Regular Meeting Thursday, April 9, 2026 (Public Hearings Proposed Local Laws #5, 6, and 7), 7 pm; Regular Meeting Thursday, May 14, 7 pm; Public Meeting for Sewer District Status Report – Saturday in May TBD, 9 am

XVII. Public Comment (Citizens Present & Citizens Not Present)

XVIII. Adjournment