Mina Town Board
Regular Meeting
Agenda
Thursday, September 10, 2026
7:00 pm

I. Call to Order
II. Pledge of Allegiance
III. Approval of Minutes (August 13)
IV. Public Comment re: Agenda Items (Citizens Present & Citizens Not Present
V. Resignation of Town Board Member
VI. Appointment of Town Board Member/Administering of Oath of Office
VII. Sewer Project Update – Matt Zarbo/Andrew Meyerhofer Square Engineering
   a. Update on Project Design and Bid Status
   b. Update on Securing Easements – Public Meeting Friday, Sept. 4
   c. DEC SPDES Permit for Waste Water Treatment Plant – Approval Received 9/8/26
   d. Municipal Solutions – EFC Closing & Processing Requests for Reimbursement
   e. Municipal Solutions – Issue New Revenue Anticipation Note
VIII. Grants Report
   a. Ralph Wilson Community Hub Grant – Concrete Sidewalk South End/Move Drop Box
   b. Dog Kennel Ripley/Mina/Clymer/French Creek
   c. Highway Building – $150,000 Grant Andrew Molitor State & Municipal Facilities Capital Program, Site Prep, USDA Rural Development Loan Application
   d. Engage Architect to Develop Plans for Reconstructing Log Structure
   e. CFA – B&L - Shadyside Culvert
   f. NY Forward/DRI – Debriefing with State – August 21, Input from County
   g. CDBG for Pocket Neighborhood
IX. Old Business
   a. Zoning Law – Additional Changes
   b. NYS STR Law – County Registry – Update from Public Hearing July 13, 2026
   c. NYMIR Risk Assessment Results & Response
   d. Insurance Vehicle Replacement Cost – NYMIR/Carriers Contact Kevin Goree
   e. Boy Scouts – Eagle Projects
   f. Correction of Cannabis Payment from County
   g. Status of Fireproof Room for Records Storage
   h. Building Inspector – Reciprocal Agreement (Clymer, French Creek, Mina, Sherman)
   i. Resolution – Workers Compensation for Volunteer Fire Fighters & Ambulance Workers
   j. Building Roof Replacement Design (Pete Radka) & Bid Process (Dick W & Dick C)
X. Correspondence
   a. NYMIR Annual Report
XI. Reports
   a. Highway/Cemetery Committee – Dick Watrous (Rules/Cremation Guidelines)
   b. Highway Superintendent – Alvin Kopta (Muni-Bid, New Mower, High Lift, Flock Cameras)
   c. Parks & Recreation Committee – Nancy Roche (Clean Courts, Gym Rules)
   d. Assessor – Heather Young-Deyell
   e. Town Justice – Denis Cooper – JCAP Grant for Fire Proof File Cabinets, Painting
   f. Community Center – (Cafeteria Air Conditioner and Floor Replacement, Generator, Replace tiles for Community Connections two rooms)
   g. Town Clerk/Tax Collector – Marcy Park (DocuPet, Cemetery Software)
   h. CEO/Building Inspector – Tom McNinch (STR Letters Sent)
   i. Dog Control Officer – Kelly Thornton – (Dog Control Officer – Clymer, French Creek, Mina)
   j. Economic Development Leadership Team – Priorities/Debriefing with State – Public Input
   k. Supervisor – Rebecca Brumagin (August Financials/Investments, 2027 Budget Process/ Schedule October Budget Work Session, Code Enforcement Software Proposals, NYMIR Members No Cost Software HelixCMMS for Highway)
   l. Southern Tier Graphics IT/Cybersecurity – (Training, NYMIR Insurance)
XII. Community Updates
   a. FL Volunteer Fire Dep't – Jeff Park (Widen Station Overhead Doors, Store Equipment at Gateway Park During Construction, MOUs for Disposition of Fire Station and Operations)
   b. FL Watershed Foundation – Ed Mulkearn (Driveway Improvements Town Park Property)
   c. Climate Smart Communities – Kelly McDonald, Coordinator
   d. Maplevale Farms – Broadband, Easement for Green Energy (NEA Cross)
   e. National Grid – Boutique Substation – Meeting Sept. 10th
XIII. New Business
   a. Senior Exemption $30,000 to $32,000
   b. Dan Pacos, Supervisor Town of Pomfret - Health Insurance Analysis – Towns & Villages
   c. Resolution – NYS Retirement Work Day – Denis Cooper, Alvin Kopta, Tom McNinch

d. Dog Control Officer & Deputy
e. Highway Department – Vacation Accrual Policy/OT Policy
f. Chautauqua County Brownfield Opportunity Area – Municipal Participation
g. Policy on Personal Use of Town Vehicles
h. Resolution BESS Moratorium Extension – October Meeting
i. Resolution Wind Energy Systems Moratorium Extension – October Meeting
j. Local Law NYS Tax Cap Override Local Law – Schedule Public Hearing
k. County Executive – Remembrance of 9/11 – 25 Year Anniversary
l. Resolution – Issue Sewer Revenue Anticipation Note

XIV. Payment of Monthly Claims

XV. Executive Session re: Proposed Acquisition, Sale or Lease of Real Property

XVI. Other Business/Actions
a. Upcoming Meetings – Regular Board Meeting Thursday, October 8, 7 pm, Budget Work Session Thrs., October 29th ?, Regular Board Meeting and Public Hearing and Adoption of 2027 Budget Thursday, November 12, 7 pm

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

XVIII. Adjournment