Mina Town Board
Regular Meeting
Agenda
Thursday, May 14, 2026
7:00 pm

I. Call to Order
II. Pledge of Allegiance
III. Approval of Minutes (April 9)
IV. Public Comment re: Agenda Items (Citizens Present & Citizens Not Present)
V. Code Enforcement Officer Monthly & Annual Report – Tom McNinch
VI. Sewer Project – Matt Zarbo/Andrew Meyerhofer Square Engineering –
    a. Bids to Pre-Select Grinder Pumps
    b. Public Meeting on 5/16 Project Status & Easements with Attorney Joe Calimeri
VII. Grants Report
    a. Ralph Wilson Community Hub Grant – Entryway Cover to South End of Building
    b. Chautauqua County Approval for Oxygenation Design from Lake Fund $27,500 Approved – FLCF Approved $10,000 – FLWF $8,350, Town Additional $4,150
    c. Dog Kennel Ripley/Mina/Clymer – County Shared Services $67,000 – each Town $5,000 + French Creek
    d. Bailey Hill Culvert – Road Closed May 11
    e. ARC Capacity Building – Payroll Implemented 4/1/26; Accounting in Process
VIII. Old Business
    a. Zoning Law – Additional Changes – RNB & Brian
    b. NYS STR Law – Status of County Registry? - Marty
    c. Closure of Klondyke Road
    d. Boating Course – Community Center 6/20/26
IX. Correspondence
    a. Christine Craffey Resignation from Town Board effective 4/20/26
    b. Borough of North East – Eaton Reservoir Dam Emergency Action Plan
    c. Local Law #4 Grievance Day Filed with NYS 4/20/26
    d. Local Law #5 BESS Moratorium Filed with NYS 4/20/26
    e. Local Law #6 Wind Energy Conversion Systems Moratorium Filed with NYS 4/20/26
X. Reports
    a. Highway/Cemetery Committee – Dick Watrous (Rules, Tree Removal)
    b. Highway Superintendent – Alvin Kopta (Cemetery Mowing)
    c. Parks & Recreation Committee – Nancy Roche (School Street Park Slide Repair, Playground Borders Ordered, Boy Scouts to Clean Courts, CSG Summer Rec July 13-August 6)
    d. Assessor – Heather Young-Deyell (BAR June 3)
    e. Town Justice – Denis Cooper
    f. Community Center – (Generator, Gym/Historian Roof Leak, Boy Scouts Moved Furniture, Round Tables/Chair Dolly, Town Storage South Closet to North Closet – Fire Proof)
    g. Town Clerk/Tax Collector – Marcy Park (DocuPet, Organize Cemetery Records, Purchase Safe for Permanent Records)
    h. CEO/Building Inspector – Tom McNinch
    i. Dog Control Officer – Kelly Thornton – (Local Laws re: Dogs Barking/Kennel Licensing, Research Proposed Court Fees) – Request for Deputy Dog Control Officer
    j. Economic Development Leadership Team – Project Updates
    k. Supervisor – Rebecca Brumagin (Annual Report Filing, April Financials/NY Class Balances, Assigned Fund Balances, Updated Annual Bookkeeper Audit Checklist & Board Resolution)

l. Southern Tier Graphics IT/Cybersecurity – Rebecca Brumagin (Monthly Cybersecurity Report, Training, NYMIR Insurance Coverage, Website ADA Requirements)

XI. Community Updates
   a. FL Volunteer Fire Dep't – Jeff Park (MOUs for Disposition of Fire Station and Operations, Impact of BESS, Disaster Coordinator)
   b. FL Watershed Foundation – Ed Mulkearn (WJET Video, Treatment of Weeds May 5)
   c. Climate Smart Communities – Kelly McDonald, Coordinator
   d. Maplevale Farms – Construction Update, Support of Tarp Skunks Date
   e. National Grid – Status of Supplemental Station

XII. New Business
   a. Business Insurance – Replacement Cost for Vehicles – NYMIR/Other Insurance Carriers
   b. ZBA Vacancy Appointment (Brian Sullivan Interview w/RNB)
   c. Senior Exemption $30,000 to $32,000
   d. Stewardship Stars Program
   e. Memorial Day Parade & Program
   f. Mayors & Supervisors Health Insurance Analysis
   g. NYMIR Risk Assessment – week of June 8
   h. Resolution – Accept Resignation of Christine Craffey
   i. Resolution – NYS Retirement Work Day – Denis Cooper, (Harry) Tom McNinch, Alvin Kopta
   j. Resolution – Supervisor's Bookkeeper Audit
   k. Resolution – Short Term Rental Enforcement
   l. Resolution – Deputy Dog Control Officer
   m. Resolution – Additional Funding for Oxygenation Design $4,150

XIII. Payment of Monthly Claims

XIV. Executive Session re: Personnel Matters & Potential Litigation

XV. Other Business/Actions
   a. Upcoming Meetings – Public Meeting for Sewer District Status & Easements – Saturday, May 16, 9 am; Regular Board Meeting Thursday, June 11, 7 pm

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

XVII. Adjournment