

A Regular Meeting of the Town Board of the Town of Collins, County of Erie, State of New York was held at the Town Hall, 14093 Mill Street, Collins, NY on Monday the 9th day of February 2026.

Present: Kenneth Martin, Supervisor
Brenda Overhoff, Councilmember
Jeffrey Pfeifer, Councilmember
Raymond Porter, Councilmember
Jacquelyn McLean, Councilmember
James Musacchio, Atty for Town
Becky Jo Summers, Town Clerk

Also Present: Candee Termer, Jeff Souder from Assemblyman DiPietro's office, Matt Tadt

Supervisor Martin called the meeting to order at 7:00 PM with the pledge to the Flag.

RESOLUTION #77: AGENDA APPROVAL

Motion made by Supervisor Martin and seconded by Councilmember McLean that the agenda be accepted as presented.

ADOPTED Aye 5 Overhoff, Pfeifer, Porter, McLean, Martin
Nay 0

Resolution #78: MINUTES APPROVAL

Motion made by Councilman Porter, seconded by Councilmember Overhoff to approve the minutes of the January 5th and 12th, 2026 regular meetings.

ADOPTED Aye 5 Overhoff, Pfeifer, Porter, McLean, Martin
Nay 0

Approval / Adoption of Abstract

Resolution # 79: ABSTRACT APPROVAL

Motion by Councilmember McLean seconded by Councilmember Overhoff that the bills be paid on abstract # 2 for 2026 dated February 9, 2026 for listed vouchers # 19 – 86 for \$ 202,028.77:

2 of 2026

General – Townwide	91,247.24	Special Refuse Fund	6,578.37
General – Part Town	1,970.32	Water District # 1	2,698.34
Highway	97,282.14	Water District # 3	1,113.19
Special Lighting	1,139.17	Total	\$ 202,028.77

ADOPTED Aye 5 Overhoff, Pfeifer, Porter, McLean, Martin
Nay 0

RESOLUTION # 80: APPROVE PRE-PAYMENT OF INVOICE No. 72113 FROM COLUCCI & GALLAHER, P.C.

Motion made by Supervisor Martin, seconded by Councilmember McLean that the bill from Colucci & Gallaher, P.C. for Invoice No. 72113 in the amount of \$485.63 be vouchered and prepaid as part of Abstract No. 3 of 2026.

ADOPTED Aye 5 Overhoff, Pfeifer, Porter, McLean, Martin
Nay 0

Public Access

1. Alan Haungs and Randy Barber from Unite 4 Freedom, New York Chapter addressed the Board regarding the 2024 General Election. There was found to be numerous material erroneous omissions of wrong addresses and birth dates, excess votes over registered voters. The owners of registration are not the ones who did the multiple registrations. They are getting momentum from the people.

A resolution was presented to the board for their consideration.

2. Jeff Souter from Dave DiPietro's office mentioned if anyone has anything, he will take it back to Dave or you could contact him at the office.

Reports of Department Heads and Committees

Building report was handed out.

The water report was handed out by Supervisor Martin.

REGULAR MEETING

TOWN OF COLLINS

FEBRUARY 9, 2026 ²

Attorney Musacchio reported on the assessment case.

Town Clerk reported sales of \$ 4,234.40 and the Town's portion was \$ 3,803.58.

Town Board Reports

Councilmember McLean reported at the next Senior's luncheon the Sheriff's Department will have a demonstration of the K-9 Division.

New Business

1. Resolution need to approve ad for summer 2026 beautification laborers

RESOLUTION 81: APPROVE AD FOR SUMMER 2026 BEAUTIFICATION LABORERS

Motion made by Supervisor Martin seconded by Councilmember Overhoff to approve placing the following ad in the Gowanda/Lakeshore Pennysaver and News and the Springville Pennysaver for the February 21, 2026 and February 28, 2026 issues, as follows:

SUMMER POSITIONS

The Town of Collins is accepting applications for

SUMMER BEAUTIFICATION LABORERS

Positions are opens to those 18 years and over.

Rate of pay is \$18.70 per hour.

Preference given to Collins residents.

Applications are available Monday-Friday at the Collins Town Hall,

14093 Mill St, (9 am-5pm, closed 1-2 pm) or on the Town's website

www.townofcollinsny.gov

Completed applications will be accepted at the Town Clerk's office by Wednesday,

March 4, 2026 at 4 pm in person, by mail or email to info@townofcollinsny.gov

ADOPTED Aye 5 Overhoff, Pfeifer, Porter, McLean, Martin

Nay 0

2. Resolution needed to set the date for the 2026 Liberty Fest

RESOLUTION # 82: SET DATE FOR 2026 LIBERTY FEST

Motion made by Councilmember Overhoff seconded by Councilmember Porter that the following resolution is:

ADOPTED Aye 5 Overhoff, Pfeifer, Porter, McLean, Martin

Nay 0

WHEREAS, the Town of Collins wishes to promote sociability among the Town residents, and
WHEREAS, since 2011 the Town has sponsored the Liberty Fest, which has been well received by the community, and

WHEREAS, the Town wishes to again provide the residents with a similar opportunity to enjoy this event and has budgeted \$11,500 of unreimbursed town funds for it, and

WHEREAS, the Liberty Fest Committee met on August 24, 2025 to recommend Saturday, July 11, 2026 from 5-11 PM for the Liberty Fest celebration with a rain-date of Sunday, July 12, 2026 for fireworks only.

NOW THEREFORE BE IT RESOLVED that the Town of Collins 2026 Liberty Fest will be held on Saturday, July 11, 2026 from 5-11 PM with a rain date of Sunday, July 12, 2026 for fireworks only.

3. Resolution needed to approve the Town of Collins Fire Protection District No. 1 contract with the Village of Gowanda

RESOLUTION # 83: APPROVE TOWN OF COLLINS FIRE PROTECTION DISTRICT No. 1 CONTRACT WITH VILLAGE OF GOWANDA

Motion made by Councilmember Porter seconded by Councilmember Pfeifer to approve the Town of Collins Fire Protection District No. 1 Contract with the Village of Gowanda for the years 2027, 2028 and 2029.

ADOPTED Aye 5 Overhoff, Pfeifer, Porter, McLean, Martin

Nay 0

4. Resolution needed to authorize an ad requesting bids for the Town of Collins town park street parking project

RESOLUTION # 84: AUTHORIZE ADVERTISEMENT REQUESTING BIDS FOR THE TOWN OF COLLINS, TOWN PARK STREET PARKING PROJECT

Motion made by Supervisor Martin seconded by Councilmember McLean that the following resolution is:

ADOPTED	Aye	5	Overhoff, Pfeifer, Porter, McLean, Martin
	Nay	0	

WHEREAS, the Town of Collins has resolved to undertake a capital improvement project to improve the parking at the Collins Town Park along School Street, and

WHEREAS, the Town of Collins has engaged the services of MDA Consulting Engineers, PLLC to prepare a bidding package including Drawings and Contract Documents for the proposed work; and

WHEREAS, MDA Consulting Engineers, PLLC has provided advertising language to the Town of Collins for use in advertising the contract in the local newspaper.

NOW THEREFORE BE IT RESOLVED, that

1. The Collins Town Board hereby authorizes the advertisement of this contract in the February 12, 2026 addition of the official Newspaper for the Town of Collins, the Dunkirk Observer.
2. The Town Board further authorizes MDA Consulting Engineers, PLLC to post the advertisement with several of the commonly used online plan houses for this type of work.
3. This resolution shall take effect immediately.

5. Resolution needed to approve professional services agreement with MDA Consulting Engineers
RESOLUTION # 85: APPROVE PROFESSIONAL SERVICES AGREEMENT WITH MDA CONSULTING ENGINEERS, PLLC FOR THE TOWN OF COLLINS SANITARY SEWER PRELIMINARY ENGINEERING STUDY

Motion made by Supervisor Martin seconded by Councilmember Overhoff that the following resolution is:

ADOPTED	Aye	5	Overhoff, Pfeifer, Porter, McLean, Martin
	Nay	0	

WHEREAS, the Town of Collins has been awarded a NYS Environmental Facilities Corporation (EFC) Wastewater Infrastructure Engineering Planning Grant (EPG), Grant No. 2278 in the amount of \$50,000.00 titled "Collins Sewer District Evaluation", for the development of an engineering report on the evaluation of setting up a Sewer District for the Hamlets of Collins and Collins Center in the Town of Collins, and

WHEREAS, on September 23, 2025, the Town of Collins issued and advertised a Request for Qualifications seeking qualified firms to provide general planning services and the preparation of an engineering report and perform a system asset management and collection and pump station evaluation for the Town, and

WHEREAS, proposals received from qualified firms in response to the RFQ were evaluated and ranked, with two firms responding, MDA Consulting Engineers, PLLC and LaBella Associates, and both firms were ranked as responsive and qualified, with MDA Consulting Engineers, PLLC as the highest-ranked firm; and

WHEREAS, the Collins Town Board at its January 12, 2025 Board Meeting authorized the Town Supervisor to negotiate a professional services agreement with the highest-ranked firm, MDA Consulting Engineers, PLLC, including a scope of services and fees for the Services.

NOW THEREFORE BE IT RESOLVED, that the Collins Town Board hereby approves the engineering services agreement with MDA Consulting Engineers, PLLC to conduct a Preliminary Study for the purposes of identifying and selecting an alternative for the collection, treatment, and disposal of wastewater generated in the Town of Collins, primarily in the two hamlet areas of Collins and Collins Center, culminating with the production of a Final Engineering Report, at a cost of \$60,000.00, and that the Town Supervisor be authorized to sign the agreement. The agreement will become effective after review and approval of the Environmental Facilities Corporation.

6. Resolution needed to authorize Town Supervisor sign grant agreement and authorize appropriation of local match funding for the Collins sewer district evaluation engineering planning grant

RESOLUTION # 86: **AUTHORIZE TOWN SUPERVISOR TO SIGN GRANT AGREEMENT AND AUTHORIZE APPROPRIATION OF LOCAL MATCH FUNDING FOR THE COLLINS SEWER DISTRICT EVALUATION ENGINEERING PLANNING GRANT**

Motion made by Councilmember Pfeifer seconded by Councilmember McLean that the following resolution is:

ADOPTED	Aye	5	Overhoff, Pfeifer, Porter, McLean, Martin
	Nay	0	

WHEREAS, the Town of Collins has been awarded a NYS Environmental Facilities Corporation (EFC) Wastewater Infrastructure Engineering Planning Grant (EPG), Grant No. 2278 in the amount of \$50,000.00 titled "Collins Sewer District Evaluation", for the development of an engineering report on the evaluation of setting up a Sewer District for the Hamlets of Collins and Collins Center in the Town of Collins.

NOW THEREFORE BE IT RESOLVED that the Town of Collins Supervisor is hereby authorized to execute the Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the Collins Sewer District Evaluation Project and to fulfill the Town of Collins's obligation under the Engineering Planning Grant Agreement, and

BE IT FURTHER RESOLVED that the Town of Collins authorizes and appropriates a minimum of 20% local match as required by the Engineering Planning Grant Program for the Collins Sewer District Evaluation Study. Under the Engineering Planning Grant program, the local match must be at least 20% of the Environmental Facilities Corporation award of \$50,000. The source of the local match, and any amount in excess of the required match, shall be paid using available Town funds. The maximum local match appropriated, subject to any changes agreed to by the Supervisor shall not exceed \$10,000 based upon a total estimated maximum project cost of \$60,000.00. The Supervisor may increase this local match through the use of in-kind services without further approval from the Town of Collins.

12. Resolution needed to enter into an executive session relating to appointment of a particular person

Resolution needed to enter into an executive session relating to appointment of a particular person

RESOLUTION # 87: **ENTER INTO EXECUTIVE SESSION**

Motion made by Supervisor Martin, seconded by Councilmember Overhoff to interrupt this meeting to enter into an Executive Session to discuss an appointment to a Town position at 7:57 PM.

ADOPTED	Aye	5	Overhoff, Pfeifer, Porter, McLean, Martin
	Nay	0	

13. Resolution needed to return from executive session

RESOLUTION # 88: **RETURN TO REGULAR SESSION**

Motion made by Councilmember Overhoff, seconded by Councilmember McLean to return from Executive Session to Regular Session at 8:44 PM.

ADOPTED	Aye	5	Overhoff, Pfeifer, Porter, McLean, Martin
	Nay	0	

With no further business, on a motion by Councilmember McLean seconded by Councilmember Pfeifer the meeting was adjourned at 8:49 PM.

Becky Jo Summers, Town Clerk