REGULAR TOWN BOARD MEETING- Holland Town Supervisor Michael Kasprzyk called the February Regular Town Board Meeting to order at 8:00 p.m., at the Holland Town Hall, 47 Pearl St., Holland, NY 14080. Roll Call followed.

Town Board Members Present:
   Councilman Geoffrey Hack
   Councilwoman Roberta Herr
   Councilwoman Karen Kline
   Councilman Bill Kolacki
   Supervisor Michael Kasprzyk

Other Officials Present:
   Town Clerk Jill M. Zientek
   Town Attorney Ronald Bennett
   Zoning Enforcement Officer Michael Sluce
   Bookkeeper Margaret Koss
   Building Inspector Justin Quant
   Town Engineer Dave Pratt

APPROVAL OF TOWN BOARD MEETING MINUTES

RESOLUTION # 8-2019
Motion made by Councilwoman Kline and seconded by Councilwoman Herr to approve the Organizational Meeting and January Regular Board meeting minutes
5 AYE/0 NAY/ 0 ABSTAIN
MOTION CARRIED.

PUBLIC COMMENTS – None.

SUPERVISOR’S REPORT
   A. Public hearing to establish local law- Updated Flood Plan

RESOLUTION # 9-2019
Motion made by Councilman Hack and seconded by Councilwoman Herr.

RESOLUTION AUTHORIZING PUBLIC HEARING

   WHEREAS, Local Law Intro. No. 1-2019 has been introduced at a meeting of the Town Board held on the 13TH day of February, 2019, and
   WHEREAS, the Local Law would amend Chapter 69 of the Zoning Code with regard to Flood Damage Prevention,
   WHEREAS, Municipal Home Rule Law Section 20(5) requires a Public Hearing to be held before the Town Board with at least five (5) days notice of said Public Hearing,
NOW, THEREFORE, be it

RESOLVED, the Town Board of the Town of Holland does hereby approve a Public Hearing to be held on said Local Law Intro. 1-2019 on the 13\textsuperscript{th} day of March, 2019, at 47 Pearl Street in the Town of Holland, and be it further

RESOLVED, the Town Clerk is directed to publish notice of said Public Hearing in the official newspaper of the Town of Holland, said notice being published at least five (5) days prior to the scheduled Public Hearing.

Duly adopted this 13\textsuperscript{th} day of February, 2019.

5 YEA / 0 NO / 0 ABSTAIN
MOTION CARRIED

B. 2019 Water Rates – To increase by 2\% (water usage charge only). All other aspects of billing to remain the same.

**RESOLUTION # 10-2019**

Motion made by Councilman Hack, Second by Councilwoman Herr, resolve the Town of Holland approve a 2\% water rate increase for water usage for 2019, starting the second quarter.

5 YEA / 0 NO / 0 ABSTAIN
MOTION CARRIED

C. NYS Comptroller Office Audit- Exit interview was completed February 12\textsuperscript{th}. Our response is due March 7\textsuperscript{th}.

D. Lumsden and McCormick has completed their field work for 2018 fiscal year.

E. Annual meeting of the Associations of Towns will propose nineteen resolutions. The Town of Holland will plan to vote affirmative on all proposed.

F. Rural Van is still desperately looking for volunteer drivers and may also consider housing the van in Holland for convenience.

G. Budget Amendments

**RESOLUTION # 11-2019**

Motion made by Councilman Kolacki, Second by Councilwoman Kline to approve the following budget amendments for 2018

**GENERAL FUND**

<table>
<thead>
<tr>
<th>From:</th>
<th>To:</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>A7110.4</td>
<td>A1620.1</td>
<td>Parks- Contractual</td>
<td>$656.20</td>
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<tr>
<td>A1620.11</td>
<td>A1620.415</td>
<td>Buildings- Personal Service</td>
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<tr>
<td>A1620.415</td>
<td>A3120.1</td>
<td>Buildings- Contractual-Miscellaneous</td>
<td>$172.00</td>
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<tr>
<td>A1110.4</td>
<td>A3120.1</td>
<td>Justice- Contractual</td>
<td>$444.10</td>
</tr>
<tr>
<td>A3120.1</td>
<td></td>
<td>Constabulary- Personal Services</td>
<td>$444.10</td>
</tr>
</tbody>
</table>
HIGHWAY FUND
From: DA5110.1  Road Repairs- Personal Service  $3,622.73
To: DA5142.1  Snow Removal- Persona Service  $3,622.73

WATER FUND
From: SW8310.22 Water Administration- Equip Engineer  $1,295.25
To: SW8310.1  Water Administration- Personal Service  $1,295.25

5 YEA / 0 NO / 0 ABSTAIN
MOTION CARRIED

RESOLUTION # 12-2019
Motion made by Councilman Hacki, Second by Councilwoman Kline to approve the following budget amendments for 2019

GENERAL FUND
To create new account codes:
From: A8020.4  Planning- Contractual  $600.00
   A8020.41 Planning- Grant Writer  $2,000.00
To: A8020.1  Planning- Personal Service  $2,600.00

To create Cemetery Codes in General Fund
From: A599  Unexpended Balance  $28,000.00
To: A8810.1  Cemetery- Personal Service  $14,000.00
   A8810.4  Cemetery- Contractual  $14,000.00

5 YEA / 0 NO / 0 ABSTAIN
MOTION CARRIED

COMMITTEE REPORTS
Planning Board-Councilwoman Kline- Minutes submitted. The Planning Board is recommending a code review in March or April of this year and discussed Source Water Protection Grant Program and the Erie County Water Quality Committee.

RESOLUTION # 13-2019
Councilwoman Kline motioned to proceed with the Source Water Protection Grant Program for the Town of Holland. Seconded by Councilman Kolacki.

5 YEA / 0 NO / 0 ABSTAIN
MOTION CARRIED

Town Park and Community Center- Councilman Hack- The skating rink is doing well and we will install additional cameras.
Environmental Committee- Councilman Kolacki reported the Erie County GIS map site provides good information on properties and codes. He will set up a time for Erie County to come to Holland to present their site.

Beautification- Councilwoman Herr

COMMUNICATIONS

A. Planning Board Minutes- February 2019
B. Clerk on the go- The County is available to come to Holland to help residents with REAL ID.
C. Joe Lorigo will be at the Town Hall to meet with residents on Erie County issues on March 5th from 4pm-6pm

BUILDING/ZONING OFFICER – Justin Quant.


DOG CONTROL OFFICER – William Newell

GRANT WRITER – Jill Zientek


NEW BUSINESS-
Gary Kingston- requested the Town provide the Community Center to Legion members free of charge. The American Legion already uses the Community Center for free as a group but he would like the Legion members to use the Community Center for free for their own family events. Attorney Bennett is looking into the agreement at the time of purchase. He also requested the Town look into sponsoring a music event for the summer.

Special Use Permit- R&S Property Development LLC- Olean Rd- Commercial/Multi Use RESOLUTION # 14-2019
Councilwoman Herr motions to refer Russ Clothier to the Planning Board as part of the process to obtain a Special Use Permit for a Commercial Multi Use Business Complex.

5 YEA / 0 NO / 0 ABSTAIN
MOTION CARRIED

OLD BUSINESS-
Special Use Permit- Melissa Riedy, 9360 Burlingham Rd- Kennel License- was passed by the Planning Board and has now been granted a variance from the Zoning Board of Appeals RESOLUTION # 15-2019
Motion made by Councilwoman Kline, second by Councilman Hack to approve the Special Use Permit for Melissa Riedy at 9360 Burlingham Rd for a kennel license with the following specifications.
• Only 1 extra dog on the property besides her own three dogs
• All dogs must be licensed
• Dog Control Officer will inspect the premises after one year.

Attorney Bennett will prepare the Special Use Permit.

5 YEA / 0 NO / 0 ABSTAIN
MOTION CARRIED

TOWN ATTORNEY – Ronald Bennett

TOWN CLERK – Jill M. Zientek

RESOLUTION # 16-2019
Councilman Hack motions to accept the quote from Moody Water Supply Services, LLC to replace the pump and all existing equipment and installed for the Water Street pump house. Seconded by Councilman Kolacki.

5 YEA / 0 NO / 0 ABSTAIN
MOTION CARRIED

PAYMENT OF VOUCHERS - The following vouchers were presented for payment:

General District Claims  
as set  
Forth in Abstract A-2

Highway District Claims  
As set  
Forth in Abstract DA-2

Water District Claims  
as set  
Forth in Abstract SW-2

Light Fund Claims  
as set  
Forth in Abstract SL-2

Garbage District Claims  
as set  
Forth in Abstract SR-2

Cemetery Fund Claims  
as set  
Forth in Abstract CM-2

Abstract 2  
in the amount of $88,164.93

Abstract 2  
in the amount of $11,544.70

Abstract 2  
in the amount of $4,665.58

Abstract 2  
in the amount of $7,904.97

Abstract 2  
in the amount of $26,272.44

Abstract 2  
in the amount of $0
RESOLUTION # 17-2019
Motion made by Councilwoman Kline and seconded by Councilman Hack, resolve the Town of Holland pay the preceding vouchers.
5 YEA / 0 NO / 0 ABSTAIN
MOTION CARRIED

COMMENTS FROM THE PUBLIC- none

ADJOURNMENT – Supervisor Kaspryzk adjourned the Regular Town Board Meeting at 8:48 p.m

RESPECTFULLY SUBMITTED,

[Signature]
Jill M. Zientek
Holland Town Clerk
March 5, 2019

Office of the New York State Comptroller
Division of Local Government & School Accountability
Mr. Jeffrey D. Mazula, Chief Examiner 295
Main St., Suite 1032
Buffalo, NY 14203-2510

Re: Town of Holland
Real Property Tax Exemption Administration
2018M-232

Dear Mr Mazula:

The Town of Holland is in receipt of the Real Property Tax Exemption Audit Conducted this past year in the Town of Holland. The Town appreciates the time and effort the NYS OSC auditors took to review our exemptions and to prepare their findings.

The Town Board of the Town of Holland substantially agrees with the findings within the Office of the State Comptroller’s audit report and the Town Assessor will:

1) Ensure all applications provide adequate supporting documentation before granting exemptions and retain those documents in a secure file as required under the NYS Records Retention and Disposition Schedule. Documentation for each exemption category will be verified and filled out completely before granting the exemption. This Plan of Action is being implemented immediately for the 2019 Roll.

2) Correctly apply statutory provisions to granted exemptions and consult with ORPTS or Erie County Real Property Tax Services Office, as necessary for any technical assistance.

   a. The assessor has initiated the review, correction and/or request of supporting documentation required of those parcels receiving Agriculture exemptions which will be completed for the 2019 Roll.
DROP OFF AND PROPERLY DISPOSE OF YOUR ELECTRONICS.

Sunnking Electronics Recycling will be accepting computers, TV sets, electronics and small appliances. Go to Sunnking.com for a full list of acceptable items.

DROP-OFF EVENT WILL BE HELD:
Saturday, March 16, 2019

9:30 A.M. - 12:30 P.M. or until capacity is reached

WNYDDSO

1200 East & West Road
West Seneca, NY 14224

CANNOT ACCEPT TVs with broken glass, batteries, refrigerators, air conditioners, dehumidifiers or smoke detectors. LIMIT 2 CRT TV/monitors per vehicle.

Made possible by these community partners:

Sunnking
We Rule Electronics Recycling

New York State Senate
Senator
Patrick Gallivan

CONTACT SENATOR PATRICK GALLIVAN

716-656-8544 • gallivan@nysenate.gov • gallivan.nysenate.gov • Facebook Patrick Gallivan • Twitter @senatorgallivan
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CONTACT SENATOR PATRICK GALLIVAN
716-656-8544 • gallivan@nysenate.gov • gallivan.nysenate.gov

Made possible by these community partners:

SUNNKKING
We Rule Electronics Recycling

NEW YORK STATE

Senator
Patrick Gallivan

@senatorgallivan
Holland Constabulary  
P.O. Box 46  
Holland, New York 14080

To: Holland Town Supervisor – Michael Kasprzyk  
Holland Town Board

From: Sergeant Bruce Reinagel

February 10, 2018

Subject: 2018 Constabulary Elections

Elections for the Holland Town Constabulary were held at the February 2018 meeting. The election results are as follows:

Captain: David Buresch  
Lieutenant: Norman Adsitt  
Sergeant: Bruce Reinagel  
Corporals: Richard Groh  
    Donna Maier  
    Larry Becker  
    Wade Adsitt  
    Josh Metzger  
    Nicholas Jackson  
Crossing Guards: Katherine Slocum  
    Virginia Fraunfelder

All of the members, with the exception of the Crossing Guards, are eligible for a uniform allowance. Crossing Guards have uniforms provided by the town and receive Crossing Guard compensation only.

Respectfully submitted,

[Signature]  
Sgt. Bruce Reinagel
Vermont Street Reconstruction Preconstruction Coordination

Rose, Brian <Brian.Rose@erie.gov>
Tue 3/5/2019 2:44 PM

To: Michael Kasprzyk <hollandsupr@roadrunner.com>; Lazzaro, Donald (Donald.Lazzaro@mottmac.com); <Donald.Lazzaro@mottmac.com>; mbiliss@unionconcretecorp.com <mbiliss@unionconcretecorp.com>; GilbertA@natfuel.com <GilbertA@natfuel.com>; Millar, P.E., David <David.Millar@erie.gov>; tblidy@hollandcsd.org <tblidy@hollandcsd.org>; Robert Helenbrook - Staroba Plastics (rhelemenbrook@starobaplastics.com)<rhelemenbrook@starobaplastics.com>; Rick Tyburski (rtyburski@mullicanflooring.com) <rtyburski@mullicanflooring.com>; davidk@zahmnagel.com <davidk@zahmnagel.com>; Richard Pavetto (Richard.Pavetto@gwrr.com) <Richard.Pavetto@gwrr.com>

The purpose of the meeting is to introduce all involved, provide an update on the project, get potential coordination issues on the table so they can be taken care of, discuss concerns and answer questions.

Vermont St. Rebuild

Monday Mar 18
10:00 AM
Town Hall

https://outlook.office.com/owa/?path=/mail/inbox 3/6/2019
BUDGET MODIFICATIONS

GENERAL FUND

To complete Shelter Project

From: A7110.4 Parks- Contractual $1,763.53
To: A7110.2 Parks-Capital Projects- shelter $1,763.53

3/13/2019
Small Cell Wireless Network Technology and Planning: Presentation

Join us for a timely presentation to learn more about latest wireless technology (small cell networks & 5G) and planning from Verizon.

- 2:00 – 3:00 pm – Presentation
- 3:00 – 3:30 pm – Q&A

Friday, March 22
2:00 pm – 3:30 pm
Clarence Town Hall
One Town Place, Clarence, NY 14031

Please RSVP to WNY APA at: communications@wnyapa.com

Attendees will receive a certificate documenting their participation in 1.5 hours of training.

Training Certificates

AICP members can earn Certification-Maintenance (CM) credits for this activity from the American Planning Association (APA). When CM credits are available, they are noted at the end of an activity description. More information about the CM Program can be found at www.planning.org/cm.

AICP members must be in attendance for the duration of the event in order to receive CM Credit.

APA NY Western New York Section and New York Upstate Chapter of the American Planning Association

verizon
TOOLS AND RESOURCES FOR LOCAL GOVERNMENTS

How are our local communities becoming more resilient?

Join us March 19, 2019

Learn what actions local government leaders are taking today to protect the future of their communities. Discover tools you can tap into for your own community.

Register today!
bnwaterkeeper.salsalabs.org/1rfworkshop

Registration Fee $20

TRAINING CERTIFICATES

All attendees will receive a certificate documenting their participation in 4 hours of training.

LOCATION
UB South Campus, Hayes Hall
8:00 am to 12:30 pm

SESSION 1. Planning for Healthy and Clean Waterways

Watershed Management Planning – Kerrie Gallo, Buffalo Niagara Waterkeeper, look at municipal planning and policy through the watershed lens.

Natural Resiliency through Flood Control Measures – Jayme Thomman, Genesee Finger Lakes Regional Planning Council, how to address increased flood events in a sustainable and effective method.

Best Management Practices from Culverts to Agriculture – Mark Gaston, Erie County Soil and Water Conservation District, effective strategies to promote healthy riparian shorelines in rural and urban settings.

SESSION 2. Clean Energy in Your Community

Smart Street Lighting – Jim Jones, Town of Tonawanda, save money and put your street lights to work for you.


Electric Vehicles in Your Fleet – Richard Coburn, Town of Cheektowaga, reducing costs and Greenhouse Gasses at the same time.

This One Region Forward workshop was organized by Buffalo Niagara Waterkeeper, the UB Regional Institute, Erie County, Niagara County, the NYS Department of Environmental Conservation and the Town of Porter.
Training Announcement:

National Flood Insurance Program
Community Rating System

May 6th—7th, 2019
* Restricted Enrollment *
State Preparedness Training Center

Course Description
This course covers the Community Rating System (CRS), a nationwide initiative of FEMA’s National Flood Insurance Program (NFIP). It describes activities eligible for credit under the 2017 CRS Coordinator’s Manual, how a community applies, and how a community modifies an application to improve its classification. This course provides an organized training opportunity for local officials responsible for administering their local floodplain management ordinance. The course will focus on the National Flood Insurance Program/Community Rating System (CRS) and concepts of floodplain management, maps and studies, ordinance administration, and the relationship between floodplain management and flood insurance.

Course Provider
This course is being provided by the Federal Emergency Management Agency.

Point of Contact
For more information about this training opportunity, contact Tim Walsh. Email: Tim.walsh@dec.ny.gov or Mary Martin. Email: mary.martin@dec.ny.gov

Location
State Preparedness Training Center
5900 Airport Road, Oriskany, NY 13424

Cost
There is NO FEE for this course. Lunch will be provided. Travel and all other meals are the responsibility of the course participant.
Times
May 6th - 7th, 2019: Check-In (7:30am-8:00am), Course (8:00am-5:00pm)

Audience
This course is intended for a wide range of participants including FEMA regional office staff, NFIP state coordinators, regional planning officials, local and tribal government officials, those who perform floodplain services for local governments, and others interested in learning about the CRS in order to provide technical assistance to communities seeking to apply for CRS credit. Attendance will be limited to two participants from any one community in any fiscal year. The Division of Homeland Security and Emergency Services and the Department of Environmental Conservation reserve the right to determine eligibility for this course.

Pre-requisites
Must be a Certified Floodplain Manager, or be a full-time floodplain manager with more than 2 years of full-time floodplain management experience, as demonstrated through work in a floodplain management, codes enforcement, or building code field and through work specifically related to floodplain management.

Participants must have an understanding of the NFIP and floodplain management principles.

The course material will be difficult to follow without a participant being well-versed in basic concepts of floodplain management.

Recommended: E0273, Managing Floodplain Development through the National Flood Insurance Program

Registration Process
All student registrations will be reviewed by the SPTC with approvals sent to students NO LATER THAN 2 weeks prior to the start of the class. Registration does not guarantee a seat in the class. If you are accepted into this course, you will receive a confirmation email from the Center.

To register for this course, access the SPTC’s Training Calendar online:
http://www.dhssen.y.gov/training/calendar/?agency=SPTC.

Please be sure to select the proper course and date when registering.

No Show Policy
Failure to attend a class you have registered for can result in restriction on future course attendance and agency notification. If you have not received a confirmation or denial two weeks prior to the course date, please contact DHSES, SPTC at (315) 768-5689 or SPTC.INFO@dhssen.y.gov

Lodging
Lodging will be provided on the nights of May 5th, and 6th, 2019 for public sector personnel.

You are eligible for lodging if your residence and official work station are more than 50 miles from the SPTC and you are public sector personnel. Lodging is not available for federal employees or private industry participants. You must be enrolled in the course and have received lodging confirmation from the SPTC before arriving at the Center, or your lodging will not be covered and you will not be allowed in the class.

If you have any questions, please contact the SPTC at 315-768-5689 or SPTC.INFO@dhssen.y.gov prior to arriving at the Center.

For More Information, please contact the DHSES State Preparedness Training Center (SPTC)
Phone: 315-768-5689  Email: SPTC.INFO@dhssen.y.gov  Website: www.dhssen.y.gov/sptc
Training Announcement:
Managing Floodplain Development through the National Flood Insurance Program (NFIP)

March 11th — 14th, 2019
* Restricted Enrollment *
State Preparedness Training Center

Course Description
This is the field deployed version of the FEMA Emergency Management Institute (EMI) MI E273 course. This course is designed to provide an organized training opportunity for local officials responsible for administering their local floodplain management ordinance. The course will focus on the NFIP and concepts of floodplain management, maps and studies, ordinance administration, and the relationship between floodplain management and flood insurance. Enrollment is restricted. An optional CFM exam will be offered on the 15th. More information will be sent to enrollees at a later date. This is separate from the training course.

Course Provider
This course is being provided by the Federal Emergency Management Agency.

Location
State Preparedness Training Center
5900 Airport Road, Oriskany, NY 13424

Cost
There is NO FEE for this course. Lunch will be provided. Travel and all other meals are the responsibility of the course participant.
Times
March 11th — 14th, 2019: Check-In (7:30am-8:00am), Course (8:00am-5:00pm)
March 15th, 2019: OPTIONAL Certified Floodplain Manager Exam (8:30am - 12:00pm)

Audience
This delivery is restricted to invited staff from DEC, OEM, DOS Codes Division, Local Code Officials, and other state and local officials responsible for administering local floodplain management ordinances. The Division of Homeland Security and Emergency Services and the Department of Environmental Conservation have the right to determine eligibility for this class.

Pre-requisites:
FEMA Flood Insurance Rate Map (FIRM) tutorial (30 Mins)
FEMA Flood Insurance Studies (FIS) tutorial (40 mins)

Registration Process
All student registrations will be reviewed by the SPTC with approvals sent to students NO LATER THAN 2 weeks prior to the start of the class. Registration does not guarantee a seat in the class. If you are accepted into this course, you will receive a confirmation email from the Center.

To register for this course, access the SPTC’s Training Calendar online:
http://www.dhsses.ny.gov/training/calendar/?agency=SPTC.

Please select “COURSE NOT LISTED? - For additional courses go to Next Page” for question #1 and hit next. Be sure to select “Managing Floodplain Development Through the National Flood Insurance Program (NFIP)” on the next page.

No Show Policy
Failure to attend a class you have registered for can result in restriction on future course attendance and agency notification. If you have not received a confirmation or denial two weeks prior to the course date, please contact DHSES, SPTC at (315) 768-5689 or SPTC.INFO@dhsses.ny.gov

Lodging
Lodging will be provided on the nights of March 10th, 11th, 12th, and 13th, 2019 for public sector personnel. Lodging will NOT be provided on the night of March 14th for persons taking the optional exam.

You are eligible for lodging if your residence and official work station are more than 50 miles from the SPTC and you are public sector personnel. Lodging is not available for federal employees or private industry participants. You must be enrolled in the course and have received lodging confirmation from the SPTC before arriving at the Center, or your lodging will not be covered and you will not be allowed in the class.

If you have any questions, please contact the SPTC at 315-768-5689 or SPTC.INFO@dhsses.ny.gov prior to arriving at the Center.

For More Information, please contact the DHSES State Preparedness Training Center (SPTC)
Phone: 315-768-5689 Email: SPTC.INFO@dhsses.ny.gov Website: www.dhsses.ny.gov/sptc
February 28, 2019

Town of Holland
47 Pearl St.
Holland, NY 14080
Supervisor

Re: Highway & Municipal Construction Projects

Dear Sir or Madam:

PLEASE ADVISE OF PUBLIC IMPROVEMENT PROJECTS IN YOUR JURISDICTION.

National Fuel Gas is in the process of planning pipeline replacement projects for 2019-2020. In order to plan for replacements resulting from public improvement projects, we are asking that you provide us information on projects planned in your jurisdiction. It is important that we receive information on projects involving:

- Grade changes within road right-of-way
- Drainage
- Full depth road construction
- Paving and restoration

These projects may involve replacement of our facilities. When our facilities are involved, we usually require 6 months advance notice to design, bid, and construct. When environmental permitting is required, it may substantially prolong the project schedule.

Please provide a preliminary list of your planned projects, anticipated scope, and estimated start dates to Andrew Gilbert, Utility Design Engineer. We understand that many times projects are delayed and others are added based on funding and area needs. As your plans develop, please send us digital copies of construction designs so that we may evaluate our involvement and identify any conflicts. When Mill and Pave projects do not involve a direct conflict, National Fuel may be able to avoid future pavement cuts by replacing aging facilities prior to resurfacing.

Our goal is to coordinate pipeline replacement projects with municipal projects so that we may relocate our facilities in advance of your construction when warranted. The result will be fewer delays and conflicts for your contractors and will help provide safe and uninterrupted gas service to your community.

If you are planning a pre-design survey, submit a One-Call design ticket, and provide project information in the remarks section. Identifying gas line locations on your plans can be extremely helpful to your contractors in improving safety, and avoiding charges for damaging underground gas facilities.

While highway infrastructure, municipal utilities and pipelines can safely coexist, it is extremely important to thoroughly consider natural gas pipelines when developing building or construction plans. Please visit National Fuel's Pipeline Safety website at www.NationalFuelGas.com/pipelinesafety.aspx for information on designing and constructing facilities near natural gas pipelines, including;
The Pipeline and Informed Planning Alliance (PIPA) recommended practices for property developers and planning boards on building safely near natural gas pipelines.

National Fuel’s encroachment manuals, which explain right-of-way agreements, encroachment agreements, construction requirements and other valuable information for planners and developers looking to begin the design phase.

Prior to construction, it is the Excavator’s responsibility to contact the One-Call Center (Call 811) which in turn notifies National Fuel of planned excavation in proximity to our natural gas pipelines and other facilities. This enables us to mark the location of those facilities in advance of excavation.

In an effort to ensure worker and public safety during construction, National Fuel is providing guidance for working around gas facilities in this correspondence. Enclosed are a “Summary of Excavator Responsibilities” and a “Typical Gas Line Crossing/Open Trench Detail.” For excavation and safety training materials, please refer to the National Fuel Pipeline Safety webpage for additional information and links to training materials on excavation safety, including the Dig Safely New York website at https://www.digsafelynewyork.com/safety-training/safety-videos for their library of safety videos. We urge you to share this information with your contractors and inspectors by including this information in your bid documents and construction specifications. We also ask that you encourage your inspectors to enforce proper excavation practices with your contractors during construction. **Enforcing proper excavation practices around gas pipelines is especially important in light of the January 2011 incident, in Horseheads NY. There, improper backfill procedures following the installation of municipal sewer and water facilities caused a pre-existing gas pipeline to crack. The resulting leak ignited, resulting in a fatality and two injuries. The guidance attached to this letter is designed to improve excavation practices so that the circumstances that led to the Horseheads incident can be avoided.**

Please contact Andrew Gilbert regarding project coordination.

Sincerely,

[Signature]

Paul Roy  
Manager, Contract Administration  
royp@natfuel.com  
(716) 857-7437

[Signature]

Andrew Gilbert  
Utility Design Engineer  
gilberta@natfuel.com  
(716) 857-7110
Summary of Excavator Responsibilities

See One-Call regulations for details (www.Call811.com).

1. Notify the One-Call Center (Call 811) in accordance with regulations. In Pennsylvania, this is typically 3 to 10 partial or full business days, and in New York this is 2 to 10 full business days prior to starting any work that might be considered an excavation or demolition. Postponing the job will likely require re-notification to the One-Call Center. Furthermore, if the job site becomes inactive, call to have the specific work area remarked prior to restarting the work.

2. Designating the dig site in white will aid in the timely marking of underground facilities. Pre-marking proposed facilities in white may be required.

3. If work is to be performed at multiple sites or over a large area, take reasonable steps to work with facility owners so that they may locate their facilities. Limit the size of each ticket. Using reasonable start dates for individual tickets facilitates getting the proper areas marked when needed.

4. After commencement of excavation or demolition work, the excavator is responsible for protecting and preserving the staking, or marking until excavation or demolition work in the area is complete. If necessary, call the One-Call Center to have the lines remarked.

5. Where an underground facility has been staked, marked or otherwise designated, verify the precise location, type, size, direction of run and depth of the underground facility. Use prudent techniques such as vacuum excavation or hand-dug test holes, to verify the precise location of facilities. It is best to verify prior to excavating in the general area, but verification must be done prior to excavating in the tolerance zone. Call the facility owner if a marked facility cannot be found or the One-Call center if an unmarked facility is discovered.

6. Inform each equipment operator of the information obtained from facility owners. Plan the excavation or demolition to avoid damage to or minimize interference with a facility owner’s facilities in the construction area.

7. Consult the facility owner if:
   a. Excavation or demolition work requires temporary or permanent interruption of a facility owner’s service. Such interruption must be coordinated with the affected facility owner in all cases.
   b. A facility is exposed or undermined. The excavator must provide support and mechanical protection for facility owner’s lines at the construction site during excavation or demolition work, including during backfilling operations.

8. Report immediately to the facility owner any break, leak, dent, gouge, or other damage to the facility owner’s lines made or discovered during the course of excavation or demolition work. Including, damage to pipeline coatings, locating wire and cables for cathodic protection.

9. In the event of an emergency involving danger to life, health or property as a result of damage to an underground facility containing gas or liquid petroleum products or as a result of an electrical short or escape of gas or hazardous liquids, the excavator shall:
   a. Proceed to evacuate his or her employees and all other endangered persons from the immediate vicinity to the best of his or her ability. Do not use any mechanical or electrical equipment (including cell-phones) in the area.
   b. Immediately contact 911 and the Facility Owner, reporting the exact location, nature of the emergency and type of underground facility damaged.

THE NATIONAL FUEL GAS COMPANY EMERGENCY NUMBER IS:
1-800-444-3130
24 hours/day, 7 days/week
Holland Town Planning Board Meeting
Wednesday March 6, 2019
Holland Town Hall

Members Attending:
Marty Regan, Chairman
Karen Kline, Town Board Liaison
Robb Lewis
Jennifer May
David Waligora
Tim Painter
William Shimburksi

Members Absent:
Robert Weisner
Nan Regan, Alt

Guests:
Russ Clothier
Scott Beicke

Peggy Koss – Secretary

Marty called meeting to order at 7:35 p.m.

I. New Business:

- **Special Use Permit** – Russ Clothier and Scott Beicke, from R&S Property Development LLC, have requested a special use permit (attached) to build a multi-use commercial/retail development on property they own on Route 16. The land is on the west side, north of Rupp Overhead Door and is 20 acres in size.

  The initial plan would be to develop 5 acres, with an additional 15 acres later. They provided a rendering showing the proposed design. Following are some of the specifics:

  - 3-5 year window for development.
  - Two buildings to begin – more later.
  - Future development – bigger warehouse spaces.
  - Commercial businesses – example – landscaping company. All inside storage.
  - The initial buildings would have space for one anchor store - supermarket
  - Covered walkway the entire length of plaza
  - Possible satellite stores – nail salon, barber shop.
  - Long term leases would be 5-10 years
  - Currently have two interested businesses
  - Façade would include some cultured stone, wood, metal – lots of landscaping
  - Good LED lighting
  - Adequate parking

They would like to begin development soon and need to put in a roadway for construction vehicles and set up the infrastructure. This would include water and a large septic system that would be expandable, as well as underground utilities. They would begin with road presence and landscaping.

They indicated they have received a lot of interest already. They don't want to compete with businesses in hamlet, but provide additional opportunities.
They will work with the DOT for traffic studies. Their engineer will provide the septic and water placement, as well as the completed SEQR.

After discussion, the Planning Board voted unanimously to recommend that a conditional special use permit be granted provided the following conditions are met:

DOT traffic study

Adequate water and septic

Parking

Next steps – Russ and Scott should attend the Town Board meeting on March 13. Their architect will also attend.

II. Old Business

- Crosby’s – verbal approval for septic and DOT, waiting for written confirmation.

The meeting was adjourned at 8:50 p.m.

Minutes by Peggy Koss
TOWN OF HOLLAND

MICHAEL KASPRZYK - SUPERVISOR

47 Pearl Street, PO Box 36, Holland, New York 14080
Office: (716) 537-9443
Fax: (716) 537-9454
Web Site: www.townofhollandny.com

MINUTES -- BOARD OF APPEALS

The Town of Holland Board of Appeals met on Tuesday, February 12, 2019 at 7 pm. Members present: Willie O’Dell, Dan Lotito, Jeremy Peirick and Fran Vaughan. With a quorum present, the Board met to hear the request of the following applicant:

Melissa Riedy, 9360 Burlingham Rd, Holland, NY 14080

Applicant has requested a variance to have a kennel on less than three (3) acres. Provisions of the Zoning Ordinance Section 120, Attachment 2 states that in the RA District an animal kennel requires 3 acres.

Ms. Riedy showed proof of notification to all property owners within 1000 feet of her property.

Ms. Riedy explained that she is a member of a dog rescue group and wishes to house a rescue dog. With already having 3 dogs, this 4th dog would require her to have a kennel permit. Melissa explained that the dogs are on a 30’ lead when outside and in the house crated when she is not home. Tom Moore and Art Sweet were in attendance voicing their opposition to granting the kennel permit.

Ms. Riedy had previously met with the town Planning Board and received their approval. They, then, determined that she would need to get the Zoning Board of Appeal’s approval due to the acreage requirement.

After discussion, a motion was made by Fran Vaughan and seconded by Dan Lotito to grant the variance as requested. The Board vote was unanimous. Since the Planning Board had given an approval, guidelines were listed by them, including a yearly inspection.

Respectfully submitted,

Diane Doyle
Secretary
# February 2019 - Building Inspector Report

## New Permits Issued

<table>
<thead>
<tr>
<th>Permit #</th>
<th>Zone</th>
<th>Date Issue</th>
<th>Address</th>
<th>Name</th>
<th>Type</th>
<th>Estimated Cost</th>
<th>Permit Fee</th>
<th>Renewal Fee/Fine</th>
</tr>
</thead>
<tbody>
<tr>
<td>19004</td>
<td>RA</td>
<td>2/6/19</td>
<td>9435</td>
<td>Kasprzyk, Mike</td>
<td>Generator</td>
<td>8,200</td>
<td>50</td>
<td>0</td>
</tr>
</tbody>
</table>

* Year to Month End Total: $103,200 $404 $0

## Certificate of Occupancy and/or Compliance Issued

<table>
<thead>
<tr>
<th>Permit #</th>
<th>Zone</th>
<th>Date Issue</th>
<th>Address</th>
<th>Name</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>18008</td>
<td>RA</td>
<td>2/9/19</td>
<td>8938 Vermont Hill</td>
<td>Fischer, Katie</td>
<td>Front Porch Repair</td>
</tr>
<tr>
<td>18032</td>
<td>RA</td>
<td>2/9/19</td>
<td>9589 E Holland</td>
<td>Kingston, Gary</td>
<td>20x24 Shelter</td>
</tr>
<tr>
<td>16006</td>
<td>HB</td>
<td>2/20/19</td>
<td>7810 Olean</td>
<td>Eames, Luke</td>
<td>30x72x14 Polebarn</td>
</tr>
</tbody>
</table>

## Inspections

<table>
<thead>
<tr>
<th>Permit #</th>
<th>Zone</th>
<th>Date</th>
<th>Address</th>
<th>Name</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>18055</td>
<td>RA</td>
<td>2/2/19</td>
<td>9194 Vermont Hill</td>
<td>Cordier, Alan</td>
<td>Status</td>
</tr>
<tr>
<td>18096</td>
<td>RA</td>
<td>2/2/19</td>
<td>12030 Humphries Hill Rd</td>
<td>Zywlicynski, Jon</td>
<td>Status</td>
</tr>
<tr>
<td>18032</td>
<td>RA</td>
<td>2/9/19</td>
<td>13999 Whitley Rd</td>
<td>Christensen, Josh</td>
<td>Status</td>
</tr>
<tr>
<td>18003</td>
<td>RA</td>
<td>2/9/19</td>
<td>8687 Vermont Hill</td>
<td>Kowtun, Wally</td>
<td>Status</td>
</tr>
<tr>
<td>18023</td>
<td>RA</td>
<td>2/13/19</td>
<td>7164 Hunters Creek</td>
<td>Rowley, Kevin</td>
<td>Status</td>
</tr>
<tr>
<td>17015</td>
<td>RA</td>
<td>2/17/19</td>
<td>9853 Warner Gulf</td>
<td>Kirsch, Nathan</td>
<td>Status</td>
</tr>
<tr>
<td>16005</td>
<td>RA</td>
<td>2/17/19</td>
<td>9522 S Protection</td>
<td>Barron, Jeremy</td>
<td>Status</td>
</tr>
<tr>
<td>18017</td>
<td>RA</td>
<td>2/17/19</td>
<td>9328 Warner Gulf</td>
<td>Pla, Scott</td>
<td>Status</td>
</tr>
<tr>
<td>16059</td>
<td>R2</td>
<td>2/20/18</td>
<td>11377 Blanchard Rd</td>
<td>Duell, David</td>
<td>Status</td>
</tr>
<tr>
<td>15074</td>
<td>RA</td>
<td>2/23/19</td>
<td>13568 Wilkins Road</td>
<td>Harrer, Joan</td>
<td>Status</td>
</tr>
<tr>
<td>19002</td>
<td>GB</td>
<td>2/23/19</td>
<td>23 Savage</td>
<td>Clemens Const.</td>
<td>Status</td>
</tr>
<tr>
<td>19078</td>
<td>RA</td>
<td>2/23/19</td>
<td>12404 Church St</td>
<td>Krauss, Shawn</td>
<td>Status</td>
</tr>
<tr>
<td>18041</td>
<td>RA</td>
<td>2/23/19</td>
<td>9866 Savage</td>
<td>Miller, Jesse</td>
<td>Status</td>
</tr>
</tbody>
</table>

## Variance-Approved

<p>| Var. # | Zone | Date | Address | Name | Type |</p>
<table>
<thead>
<tr>
<th>DATE</th>
<th>LOCATION</th>
<th>VIOLATION</th>
<th>ACTION TAKEN</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/11/19</td>
<td>9621 SAVAGE RD</td>
<td>STORAGE OF EQUIPMENT IN THE FRONT YARD.</td>
<td>FOLLOW UP -- OWNER HAS RECEIVED AN ORDER TO REMEDY FOR THE VIOLATION AND THERE IS STILL EQUIPMENT BEING STORED IN THE FRONT YARD. VIOLATION WAS TO BE REMEDIED BY 2/9/19. ATTEMPTED TO CONTACT THE OWNER BUT WAS NOT AVAILABLE AT THIS TIME.</td>
</tr>
<tr>
<td>2/15/19</td>
<td>7148 OLEAN RD</td>
<td>FAILURE TO MAINTAIN THE BUILDING AND PREMISES. UNSAFE BUILDING ON THE PREMISES.</td>
<td>FOLLOW UP -- ISSUED A COURT APPEARANCE TICKET TO THE OWNER. WILL ATTEMPT TO HAND DELIVER IT AS SEVERAL PREVIOUS ATTEMPTS VIA CERTIFIED MAIL HAVE FAILED.</td>
</tr>
<tr>
<td>2/15/19</td>
<td>7148 OLEAN RD</td>
<td>STORAGE OF MORE THAN ONE VEHICLE ON THE PROPERTY.</td>
<td>FOLLOW UP -- ISSUED A COURT APPEARANCE TICKET TO THE OWNER. WILL ATTEMPT TO HAND DELIVER IT AS SEVERAL PREVIOUS ATTEMPTS VIA CERTIFIED MAIL HAVE FAILED.</td>
</tr>
<tr>
<td>2/15/19</td>
<td>7148 OLEAN RD</td>
<td>OPEN STORAGE OF JUNK AND TRASH ON THE PROPERTY.</td>
<td>FOLLOW UP -- ISSUED A COURT APPEARANCE TICKET TO THE OWNER. WILL ATTEMPT TO HAND DELIVER IT AS SEVERAL PREVIOUS ATTEMPTS VIA CERTIFIED MAIL HAVE FAILED.</td>
</tr>
<tr>
<td>2/16/19</td>
<td>7148 OLEAN RD</td>
<td>FAILURE TO MAINTAIN THE BUILDING AND PREMISES. UNSAFE BUILDING ON THE PREMISES.</td>
<td>FOLLOW UP -- ATTEMPTED TO HAND DELIVER A COURT APPEARANCE TICKET TO THE OWNER BUT WAS UNSUCCESSFUL.</td>
</tr>
<tr>
<td>2/16/19</td>
<td>7148 OLEAN RD</td>
<td>STORAGE OF MORE THAN ONE VEHICLE ON THE PROPERTY.</td>
<td>FOLLOW UP -- ATTEMPTED TO HAND DELIVER A COURT APPEARANCE TICKET TO THE OWNER BUT WAS UNSUCCESSFUL.</td>
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<td>LOCATION</td>
<td>VIOLATION</td>
<td>ACTION TAKEN</td>
</tr>
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<td>---------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>2/19/19</td>
<td>7148 OLEAN RD</td>
<td>FAILURE TO MAINTAIN THE BUILDING AND PREMISES. UNSAFE BUILDING ON THE PREMISES.</td>
<td>FOLLOW UP -- SUCCESSFULLY HAND DELIVERED THE COURT APPEARANCE TICKET TO THE OWNER. TICKET IS RETURNABLE ON 3/21/19.</td>
</tr>
<tr>
<td>2/19/19</td>
<td>7148 OLEAN RD</td>
<td>STORAGE OF MORE THAN ONE VEHICLE ON THE PROPERTY.</td>
<td>FOLLOW UP -- SUCCESSFULLY HAND DELIVERED THE COURT APPEARANCE TICKET TO THE OWNER. TICKET IS RETURNABLE ON 3/21/19.</td>
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<td>7148 OLEAN RD</td>
<td>OPEN STORAGE OF JUNK AND TRASH ON THE PROPERTY.</td>
<td>FOLLOW UP -- SUCCESSFULLY HAND DELIVERED THE COURT APPEARANCE TICKET TO THE OWNER. TICKET IS RETURNABLE ON 3/21/19.</td>
</tr>
<tr>
<td>2/26/19</td>
<td>51 S. MAIN ST</td>
<td>COMPLAINT RECEIVED REGARDING AN UNSAFE CONDITION.</td>
<td>UNABLE TO RESPOND AT THIS TIME. WILL FOLLOW UP AT A LATER DATE.</td>
</tr>
<tr>
<td>2/28/19</td>
<td>51 S. MAIN ST</td>
<td>COMPLAINT RECEIVED REGARDING AN UNSAFE CONDITION.</td>
<td>FOLLOW UP -- CHECKED ON THE COMPLAINT AND SAW A PIECE OF FLASHING FROM THE BUILDING BELOW THE SOFFIT HANGING DOWN APPARENTLY LOOSENED BY THE PREVIOUS WIND STORM. WILL CONTACT THE OWNER.</td>
</tr>
<tr>
<td>2/28/19</td>
<td>51 S. MAIN ST</td>
<td>COMPLAINT RECEIVED REGARDING AN UNSAFE CONDITION.</td>
<td>FOLLOW UP -- CALLED THE OWNER OF THE BUILDING AND ADVISED HER OF THE LOOSE PIECE OF FLASHING. SHE WILL HAVE SOMEONE OUT THERE SHORTLY TO ELIMINATE THE PROBLEM.</td>
</tr>
<tr>
<td>2/28/19</td>
<td>51 S. MAIN ST</td>
<td>STORAGE OF MORE THAN 1 VEHICLE ON THE PROPERTY.</td>
<td>CONTACTED THE OWNER AND ADVISED HER OF THE VIOLATION. GAVE HER UNTIL THE WEATHER BREAKS TO REMEDY THIS VIOLATION.</td>
</tr>
<tr>
<td>2/28/19</td>
<td>9621 SAVAGE RD</td>
<td>STORAGE OF EQUIPMENT IN THE FRONT YARD.</td>
<td>FOLLOW UP -- CONTACTED THE OWNER AND EXPLAINED THE VIOLATION IN DETAIL. POINTED OUT WHAT NEEDS TO BE DONE IN ORDER TO BRING THE PROPERTY INTO COMPLIANCE. HE DID EXPLAIN THE REASON WHY IT WAS NOT TAKEN CARE OF BY THE DATE GIVEN TO COMPLY ON THE ORDER TO REMEDY. GAVE HIM ADDITIONAL TIME TO COMPLY. HE IS TO KEEP THIS OFFICE ADVISED ON THE PROGRESS.</td>
</tr>
</tbody>
</table>
2/2/19 8831 VERMONT HILL RD CHIMNEY FIRE -- PIPE FROM WOOD BURNING STOVE TO CHIMNEY WAS PLUGGED CAUSING THE CREOSOTE TO BURN WHICH IN TURN PRODUCED A LOT OF SMOKE IN THE HOUSE. FIRE DEPARTMENT QUICKLY EXTINGUISHED THE BURNING CREOSOTE. THERE WERE SEVERAL DISCREPANCIES IN THE INSTALLATION OF THE WOOD BURNING STOVE AND CHIMNEY. ADVISED THE RESIDENT OF THE DISCREPANCIES AND TO HAVE THE UNIT AND OPERATION COMPLETELY INSPECTED BY AN AUTHORIZED DEALER. UNIT CANNOT BE OPERATED UNTIL INSPECTED AND APPROVED FOR OPERATION BY THE DEALER. ONCE COMPLETED, A FINAL INSPECTION WILL BE TAKEN BY THIS OFFICE.

2/4/19 8831 VERMONT HILL RD CHIMNEY FIRE FOLLOW UP -- RECEIVED SEVERAL CALLS FROM THE OCCUPANT STATING THAT THE WOOD BURNING STOVE DISCREPANCIES WERE CORRECTED AND READY FOR FINAL INSPECTION BY THIS OFFICE. WENT TO THE PREMISES BUT NO ONE ANSWERE THE DOOR. WILL WAIT TO HEAR FROM THE OWNER IN ORDER TO COMPLETE THE INSPECTION.

2/4/19 8831 VERMONT HILL RD CHIMNEY FIRE FOLLOW UP -- RECEIVED A CALL FROM THE OWNER WANTING TO KNOW WHAT NEEDS TO BE DONE IN ORDER TO HAVE THE WOOD BURNING STOVE OPERATING AGAIN. EXPLAINED THE SITUATION TO HER AND SHE STATED SHE WILL PROCEED TO HAVE THE PROBLEM CORRECTED. WAITING TO HEAR BACK FROM HER.

2/6/19 8831 VERMONT HILL RD CHIMNEY FIRE FOLLOW UP -- MET WITH REPAIR MAN FROM COUNTRY SIDE STOVE & CHIMNEY AND INSPECTED THE WOOD BURNING STOVE. THERE WERE SEVERAL VIOLATIONS IN THE INSTALLATION OF THE UNIT AND THE UNIT CANNOT BE USED AS THERE WAS AN ILLEGAL HOOKUP TO THE CHIMNEY AND NO UL INSPECTION STICKER ON THE STOVE. OWNER WAS NOTIFIED THAT IT CANNOT BE OPERATED AGAIN. INSPECTION FAILED.

2/7/19 8831 VERMONT HILL RD CHIMNEY FIRE FOLLOW UP -- RECEIVED THE REPORT FROM COUNTRY SIDE STOVE & CHIMNEY STATING THE INSPECTION OF THE WOOD BURNING STOVE HAS FAILED. OWNER WAS NOTIFIED OF THE RESULT OF THE INSPECTION.

2/26/19 47 PEARL ST (TOWN HALL) INSPECTED THE FIRE EXTINGUISHERS ON THE PREMISES INCLUDING THE ONE IN THE TROOPER'S ROOM AND FOUND THEM FULLY CHARGED AND READY FOR USE. ALSO, A DEFIBRILLATOR (CHECKED GREEN) IS READY FOR USE.

2/26/19 VERMONT ST (BOYS & GIRLS CLUB) INSPECTED ALL FIRE EXTINGUISHERS ON THE PREMISES AND FOUND THEM TO BE FULLY CHARGED AND READY FOR USE. ALSO, A DEFIBRILLATOR (CHECKED GREEN) IS READY FOR USE.

2/26/19 3 LEGION DR (COMMUNITY CENTER) INSPECTED ALL FIRE EXTINGUISHERS ON THE PREMISES AND FOUND THEM TO BE FULLY CHARGED AND READY FOR USE. ALSO, A DEFIBRILLATOR (CHECKED GREEN) IS READY FOR USE.
<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/26/19</td>
<td>EDGECWOOD DR</td>
<td>INSPECTED ALL FIRE EXTINGUISHERS ON THE PREMISES AND FOUND THEM TO BE FULLY CHARGED AND READY FOR USE. ALSO, A DEFIBRILLATOR (CHECKED GREEN) IS READY FOR USE.</td>
</tr>
<tr>
<td>2/5/19</td>
<td>30 KNOX DR. APT #1</td>
<td>RECEIVED A CALL FROM AN INDIVIDUAL WITH CONCERNS FOR THE WELFARE OF THE TENANT. THERE APPARENTLY THERE HAS NOT BEEN ANY HEAT IN THE APARTMENT FOR SEVERAL MONTHS. CALLED THE PROPERTY MANAGER AND LEFT A MESSAGE TO CALL THIS OFFICE REGARDING THE COMPLAINT.</td>
</tr>
<tr>
<td>2/5/19</td>
<td>30 KNOX DR. APT #1</td>
<td>RECEIVED A CALL FROM THE PROPERTY MANAGER AND EXPLAINED THE SITUATION. SHE STATED THAT THERE WAS HEAT IN THE APARTMENT BUT THERE ARE OTHER ISSUES WHICH NEED TO BE ADDRESSED. ADVISED HER TO TAKE CARE OF ANY PROBLEMS THAT HAVE COME UP AND TO KEEP THIS OFFICE INFORMED WHAT IS BEING DONE.</td>
</tr>
<tr>
<td>2/13/19</td>
<td>7178 VERMONT HILL RD</td>
<td>RECEIVED A CALL FROM THE COUNTY HIGHWAY DEPARTMENT STATING THAT THERE ARE A COUPLE OF CARS PARKED TOO CLOSE TO THE ROAD AND THE SNOW PLOWS MAY HIT THEM. THE CHIEF ENGINEER FROM THE HIGHWAY DEPARTMENT WILL TALK WITH THE OWNER AND GET THE SITUATION RESOLVED.</td>
</tr>
<tr>
<td>2/14/19</td>
<td>30 KNOX DR. APT #1</td>
<td>FOLLOW UP – TALKED WITH THE PROPERTY MANAGER WHO STATED THAT THE SITUATION AT THIS LOCATION IS BEING TAKEN CARE OF NOW AND THE NECESSARY REPAIRS WILL BE MADE.</td>
</tr>
<tr>
<td>2/28/19</td>
<td></td>
<td>THERE HAVE BEEN NUMEROUS ILLEGAL SIGNS POSTED ON TELEPHONE POLES THROUGHOUT THE TOWN ADVERTISING HIGH SPEED INTERNET. CALLED THAT NUMBER ONLY TO GET A RECORDING THAT THE NUMBER IS NO LONGER IN SERVICE. WILL REMOVE ALL THE SIGNS THAT WERE PLACED ILLEGALLY.</td>
</tr>
<tr>
<td>2/28/19</td>
<td></td>
<td>REMOVED 12 ILLEGAL SIGNS THAT WERE PLACED ON VARIOUS TELEPHONE POLES IN TOWN.</td>
</tr>
</tbody>
</table>

Michael J. Sluce  
ZONING ENFORCEMENT OFFICER
<table>
<thead>
<tr>
<th>DATE</th>
<th>WORK PERFORMED</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/11/19</td>
<td>Call from lady in Holland regarding a fawn colored dog, tall and thin, walking toward Arcade.</td>
</tr>
<tr>
<td>2/11/19</td>
<td>Went to see if I could spot the dog heading toward Arcade. I was not able to locate it.</td>
</tr>
<tr>
<td>2/15/19</td>
<td>Call from Sardinia resident regarding smaller black dog with pink collar found near So. Protection Road. Left his phone number in case I get a call.</td>
</tr>
<tr>
<td>2/17/19</td>
<td>Gentleman called who was previously interested in adopting labradoodle I picked up in Holland on 12/31/18. He made veterinarian appointment for 2/18/19 and I will take the dog there for its rabies shot and he will then get the license and pick up the dog on 2/20/19!</td>
</tr>
<tr>
<td>2/20/19</td>
<td>The new owner of the adopted labradoodle came and paid his fee of $25 for adoption and took his dog home with him.</td>
</tr>
<tr>
<td>2/20/19</td>
<td>Call from So. Protection Road resident regarding dog that continually runs on the street. (Golden Retriever). Presently laying in the middle of the road.</td>
</tr>
<tr>
<td>2/20/19</td>
<td>I went to So. Protection Road to see if I could spot the golden retriever that was running on road. I did not find the dog.</td>
</tr>
<tr>
<td>2/21/19</td>
<td>I took the $25 adoption fee and paperwork to Town Clerk.</td>
</tr>
<tr>
<td>2/24/19</td>
<td>Call from Holland resident regarding a black lab, mix, and sibling that was at her residence. She placed in her mud room for overnight due to weather.</td>
</tr>
</tbody>
</table>
2/24/19    I called lady back who has the black lab. The owner came and picked up their dog.

2/28/19    Lady called with information of someone interested in the small brown dog picked up 12/31/18. She gave her my number and advised me that the interested party will be calling to set up time to come and see the dog.
Highway Superintendent Report for February 2019

Road Work:
- Cleaned out inlet tops
- Cleaned out culvert pipes

Snow Removal:
- Ordered 300 ton of sand and 200 ton of salt
- Submitted February Snow removal reports for Erie County
- 33 times patrolling roads
- 38 plowing with the pickup truck
- 30 times plowing and sanding with the plow trucks
- Pushed parking lot snow up 3 times

Equipment:
- Installed new tires on 2007 International plow truck
- Frey Heavy Duty installed suspension supports on 2007 International
- Performed spring work on 2007 International
- Repaired wing bolt on 2007 International plow truck
- Valley Fabricators installed a new hydraulic pump on 2007 International
- Installed a new sander pump on 2003 International
- Repaired the sander on 2010 Kenworth
- Installed new belts on 2003 International
- Installed new wing rubbers on 2011 and 2016 Kenworths
- Installed new brake chamber on 2016 Kenworth
- Installed new power steering pump on 2003 International
- Repaired loader pins on Volvo highlift

Water:
- Monthly samples submitted to Department of Health
- Monthly reports submitted to Department of Health
- Working with TC Water on methane and iron removal at Legion Dr pump house
- Signed agreement with Moody to install new well pump at Water St pump house
- Received notice of a water leak at 37 Canada St. No leak found
- Shut off hydrant on Burlingham Rd due to leaking and freezing
- Submitted yearly water withdrawal report to DEC
- Submitted geological map to DEC for Legion Dr Aquifer
- Pulled samples at Legion Dr pump house for TC Water- alkalinity and ph
- Sent operator in charge paperwork to Department of Health

Facilities:
- Banners hung at Town Hall
- Installed safety labels for ladders
- Ordered weathershield from Rupp Overhead doors to stop water from coming in Kiwanis/Highway Bldg at the park
- Made ladder brackets to hang on wall
- Rupp Overhead door fixed weather-stripping on Highway Building
- Modern Recycling picked up tires at the Highway garage.
Jill Zientek  
Town of Holland  
PO Box 36  
Holland, NY 14080  

Dear Jill,

As your long term Codification partner, we wanted to inform you of some changes that will impact your printed Code books. Currently your Code book is printed on 6" x 9" paper and housed in a binder designed to hold this size page. As the publishing industry adapts to new digital options, many documents that were previously printed are now being published online. As such, some of the older styles of printing, trimming and binding are becoming obsolete and, therefore, increasingly more expensive and difficult to maintain. Please be assured that we are doing everything we can to control those costs, but in some cases the increases could be substantial.

What does this mean for my Code book?

Based on the rate of industry change and the resulting challenges we are facing, we are estimating that continued publication of your 6" x 9" Code book will not be possible after 2020. We are recommending a complete reprint of your municipality's Code book in a more modern 8 1/2" x 11" format, to take place in 2019 and preferably with an upcoming Code update. The existing Code content would remain the same and only the size of the pages and binders would change.

What are the benefits of an 8 1/2" x 11" Code book to my municipality?

In fitting more content to each page, this larger size Code book will have fewer pages than your current Code book, making it easier to work with on a daily basis and allowing for easier future growth and expansion of the printed Code. This also means that fewer pages will be impacted with each future update, which will help reduce the cost to maintain your Code.

What do I need to do?

We recommend that with your next Code update, in addition to converting to the 8½" x 11" format, you reconsider the number of printed Code books you need. Many of our clients are moving away from printed Code books as they prefer to access the Code online.

You can convert the format over to 8½" x 11" at any time, even before your next update. I will be in touch to work through a transition plan that meets your needs and help prepare an estimate for the republishing of your Code so that you can decide when to proceed. If you have any questions in the meantime please feel free to contact me.

Sincerely,

Todd Metcalfe  
Account Manager, General Code  
tmetcalfe@generalcode.com

Experience the Higher Standard. Explore the Possibilities.