

MINUTES OF THE
REGULAR MEETING OF THE TOWN BOARD
OF THE TOWN OF ELLICOTTVILLE, March 17, 2021 at 6:00 pm

<u>Present:</u>	Matthew McAndrew	Supervisor
	Greg Fitzpatrick	Councilman
	Ken Hinman	Councilman
	John Zerfas	Councilman
	Steve Crowley	Councilman
	Kathleen Moriarty	Attorney for Town
<u>Via phone:</u>	Robyn George	Town Clerk
	Tom Scharf	Highway Superintendent
	Gary Palumbo	Town Planner
	Don Auge	OIC
	Ben Slotman	Engineer

Others present via phone: David Trimble

Call meeting to order:

Supervisor McAndrew called the meeting to order at 6:00pm and led the Pledge to the Flag. The meeting was not open to the public (in person) but could be accessed via teleconferencing.

Approve Minutes

- Town Board Meeting – February 17, 2021

On motion by Mr. Zerfas and second by Mr. Hinman the minutes of the February 17th Board meeting were:

Accepted Ayes 5 - McAndrew, Crowley, Hinman, Zerfas & Fitzpatrick
 Nays 0

Audit of Claims

- Pay Town bills on Distribution Report #03-2021

On motion by Mr. Crowley and second by Mr. Fitzpatrick the following resolution was

Accepted Ayes 5 - McAndrew, Crowley, Hinman, Zerfas & Fitzpatrick
 Nays 0

Resolved that the Town bills be paid on General Ledger Distribution Report 03-21 as follows:

001 - General Fund A:	\$ 32,497.48		
002 - General Fund B:	\$ 2,724.58		
		General Fund Total:	\$ 35,222.06
004 - Highway DB	\$ 32,558.45		
		Highway Fund Total:	\$ 2,558.45
006 - Water	\$ 24,439.44		
		<u>006 - Water Fund Total</u>	<u>\$ 24,439.44</u>
		Grand Total:	\$ 92,219.95

Supervisor's Reports

- Accept Supervisor's February 2021 Financial Report

On motion by Mr. Hinman and second by Mr. Zerfas the Supervisor's February 2021 Financial Report was

Accepted Ayes 5 - McAndrew, Crowley, Zerfas, Hinman & Fitzpatrick
Nays 0

- Engineer IMA with Village – no action by Village
- Water Study

Work on the rate study continues. A draft proposal should be ready to review at the May Board meeting.

- Planner's Request – Zoning Officer

Planner Palumbo is requesting that the Town appoint him Zoning Enforcement Officer. His ability to process sign and zoning permits would increase the efficiency of the department. The Town's Zoning Law allows for a Zoning Official. Such a designation would not result in a change of hours worked or compensation. Although Mr. Palumbo believes the title to be an internal title, he was directed to check with Civil Service before next month's meeting.

Present Written Department Reports for Approval

- Clerk's, Police, and Planner's Reports

On **motion** by Mr. Zerfas and second by Mr. Fitzpatrick the Clerk's, Police, and Planners reports were:

Accepted Ayes 5 - McAndrew, Crowley, Zerfas, Hinman & Fitzpatrick
 Nays 0

Department Heads

- **OIC Auge - Police Department**
- Police Vehicle – 2016 Tahoe

The trade in value of the 2016 Tahoe is \$9500. OIC Auge said that would help off-set the cost of outfitting the new vehicle and save money in his equipment budget. He also pointed out that the vehicle has constantly had issues that have cost a lot of money for repairs. He is not sure the EVGV Ambulance Department would want to take on those expenses. Mr. Crowley pointed out that the vehicle could be beneficial to the Ambulance Department to store their AED, etc. They may not have the problems with it because the Ambulance Department would not use it as much as the Police Department did.

On **motion** by Mr. Crowley and second by Mr. Fitzpatrick the following resolution was”

Accepted Ayes 5 - McAndrew, Crowley, Zerfas, Hinman & Fitzpatrick
 Nays 0

Resolved that the Town sell the 2016 Tahoe to the EVGV Ambulance Department for \$1.00 if they choose to accept it, given its history.

- Radar

OIC Auge said that there are obstacles and permits that need to be obtained to put the radar sign on a State or County Highway. He is proposing setting it up on Maples Road for now pending approval by the County.

- **Gary Palumbo – Town Planner**

Mr. Palumbo reviewed his monthly report.

There are 3 Solar Companies still interested in constructing Solar Farms. There have been some issues with NYSEG relating to Substation upgrades. Currently, there are no formal applications.

Mr. Palumbo is working with the Planning Board on the Comprehensive Plan Annual Review. Recommendations will be presented in the next months.

He is working with the Highway Superintendent and Engineer on drafting Culvert NY Grant applications.

- **Ben Slotman – Engineering Department**

Monthly Report:

- WWTP Operations Course begins later this month.
- Mr. Slotman is proposing to advertise for an assistant engineer. He would like a full-time assistant but is looking for input from the Board. The Board advised that the Town is not in the position to hire a full-time assistant at this point and suggested he look for an intern.
- A meeting is scheduled with Bancorp for March 23rd.
- DOS is reviewing LGE application.
- Town Center – Engineering Department is working on layout for the office space and gathering associated costs. The lighting was discussed.
- Highway Barn Trench Drain Reconstruction Project – alternatives were discussed.
- Holihuts Water Connection project. An informational packet has been prepared to distribute to the HOA.
- Location of the proposed tanks was discussed. A title search and deeds need to be ordered for the Town reservoir. The existing access road is in bad shape. The best course of action to address access is being discussed with Mr. Northrup.

- **Tom Scharf - Highway Department**

There have been many repairs needed on the Department's trucks. Mr. Hinman and Mr. Zerfas looked at the floor drain issue. The new fuel pump system is up and working.

Mr. Scharf asked the Board to clarify policy that allows employees to leave for ambulance and fire calls. The Board emphasized that safety of the employees and public is the #1 priority. After that, the Highway Superintendent can use his discretion as to whether employees can answer calls during working hours.

Supervisor McAndrew asked Mr. Scharf if he thought the Town should still pursue use of the Canada Hill property for a refuse. Although Mr. Scharf said they still need a place to dump refuse, that site is no longer feasible.

Old Business

- Valley Village

A meeting was held with Valley Village to discuss the proposed plan to grind the existing pavement and sub base into a reusable material to be used to shape the parking area. Valley Village was agreeable. Work on the design and costs are ongoing.

- Quackenbush Update – meeting with surveyor Friday
- EVGV Trail

There was discussion about issues with the proposed Parkside Drive section of the trail with GoBike Buffalo and Regional Trail System.

- Catt County Extension Lease

Revisions are being made but things are moving forward. There is a meeting scheduled.

- SAM Grant – no updates, will touch base
- Fleet Lease – meeting on March 23rd

Executive Session

Motion to go into executive session at 7:30 by Mr. Crowley, seconded by Mr. Fitzpatrick. All Ayes. Carried.

Motion to resume regular session by Mr. Hinman seconded by Mr. Zerfas. All Ayes. Carried.

Adjournment

Motion by Mr. Crowley, seconded by Mr. Hinman to adjourn the meeting at 8:00pm. All Ayes. Carried.

I, Robyn A. George, Clerk of the Town of Ellicottville, County of Cattaraugus, State of NY, do hereby certify that the foregoing constitutes the complete minutes of the Town Board Meeting held on the 17th day of March, 2021, approved by said Board on the 21st day of April, 2021

Robyn A. George, Town Clerk