

MINUTES OF THE
REGULAR MEETING OF THE TOWN BOARD
OF THE TOWN OF ELLICOTTVILLE OCTOBER 21, 2020 at 6:00 pm
ELLICOTTVILLE TOWN HALL

<u>Present:</u>	Matthew McAndrew	Supervisor
	Greg Fitzpatrick	Councilman
	Steve Crowley	Councilman
	John Zervas	Councilman
	Kathleen Moriarty	Attorney for Town
	Robyn George	Town Clerk
	Ken Hinman	Councilman
	Tom Scharf	Highway Superintendent
	Ben Slotman	Town Engineer

Others present: John Thomas - press

Call meeting to order:

Supervisor McAndrew called the meeting to order at 6:00pm and led the Pledge to the Flag. The meeting was open to the public and could also be accessed via teleconferencing.

Approve Minutes

- Town Board Meeting – September 16, 2020
- Budget Meeting – Sept. 23, 30 & Oct. 7, 2020

On motion by Mr. Zervas and second by Mr. Crowley the minutes of the September 16, 2020^t Board meeting were:

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

On motion by Mr. Hinman and second by Mr. Zervas the amended minutes of the Sept. 23, 30 and Oct. 7 Board meetings were:

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

Audit of Claims

- Pay Town bills on Distribution Report #10-2020

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

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

Resolved that the Town bills be paid on General Ledger Distribution Report 10-20 as follows:

001 - General Fund A:	\$ 82,191.56		
002 - General Fund B:	\$ 5,387.32		
		General Fund Total:	\$ 87,578.88
004 - Highway DB	\$104,898.04		
		Highway Fund Total:	\$104,898.04
006 - Water	\$ 11,176.17		
		<u>006 - Water Fund Total</u>	<u>\$ 11,176.17</u>
		Grand Total:	\$203,653.09

Supervisor's Reports

- Accept Supervisor's September 2020 Financial Report

On motion by Mr. Crowley and second by Mr. Zerfas the Supervisor's September 2020 Financial Report was

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

- 2021 Budget Meeting

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

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

Resolved that the Town Board hold a public hearing on the 2021 Preliminary budget on Nov. 4th at 4pm and the Board directs the Clerk to publish the following notice:

Notice of Public Hearing

Of the Town Board of the Town of Ellicottville
On 2021 Preliminary Budget

NOTICE IS HEREBY GIVEN that the Preliminary Budget of the Town of Ellicottville for the fiscal year beginning January 1, 2021 has been completed and filed in the office of the Town Clerk of Ellicottville where it is available for inspection by any interested person.

FURTHER NOTICE is hereby given that the Town Board of the Town of Ellicottville will have a public hearing at 4:00pm on the 4th of November at the Town Hall, 1 W. Washington Street, Ellicottville, NY and that any person may be heard for or against any item contained. Pursuant to Section 113 of the Town Law the proposed salaries are as follows:

Supervisor	\$35,598.00
Deputy Supervisor	\$ 7,007.00
Councilmen – 3 each @	\$ 4,772.00
Town Justice	\$11,000.00
Town Justice	\$12,281.00

- Accept AUD and Court Audits

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

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

Resolved, that the Ellicottville Town Court has been duly examined by Independent Accountants of Tronconi, Segarra & Associates for the year 2019 and the Town Board accepts their audit of the Court as presented. Furthermore, the Board acknowledges that all fines therein collected by the Court have been turned over to the proper officials of the Town as required by law.

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

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

Resolved, that the Ellicottville Town AUD has been duly examined by Independent Accountants of Tronconi, Segarra & Associates for the year 2019 and the Town Board accepts their audit of the AUD as presented.

The report recommended that the Town prepare a detailed schedule of fixed assets. The engineer was asked to look into this.

- Fleet Lease Meeting with Enterprise

The Supervisor, Councilman Hinman, Engineer Slotman and the department heads met with Enterprise Fleet Management to discuss the possibility of leasing and providing maintenance for the Town's vehicles. Clerk Stokes is working with department heads to estimate what Town vehicle maintenance costs are. Another meeting is set up for November 5th.

- Teamster's Contract Negotiations – ongoing
- Fiscal Stress Scores

The State Comptroller released its Fiscal Stress report for 2019. The Town's overall score was very good. It was an improvement from 2018.

Present Written Department Reports for Approval

- Clerk's, Building Inspector's, Police, Justice and Planner's Reports

On **motion** by Mr. Crowley and second by Mr. Fitzpatrick the Clerk's, Building Inspector, Police, Justice and Planners reports were:

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

Department Heads

- **OIC Auge - Police Department – not present**
- **Ben Slotman – Engineering Department**

Working on getting final payment of approximately \$230,000 for the LOE Grant.

Attended the County Hazard Mitigation meeting.

Plotter was serviced by Usherwood. Mr. Slotman would like to sign a maintenance agreement with them for \$740/year. The Board agreed it would be a good idea.

CEO Fredrickson and Mr. Slotman met with CPL to review the design of the HVAC system for the Town Center.

Met with MDA Consulting Engineers to review proposed improvement to the drainage system on Holiday Valley Road.

3 bids were received for mowing and maintenance of the Arboretum and Town Center. One was significantly lower than the other 2 but did not include weekly mowing. Mr. Slotman will follow up with them in order to get an accurate comparison.

WIIA Grant project – working on response to EFC comment letter.

Water revenue is not what was anticipated. Mr. Slotman is reviewing rates and usage.

- **Tom Scharf - Highway Department**

The Highway Department has been working on trucks to get them ready for the winter. Salt and sand have been delivered.

Old Business

- Water Bill Adjustment

Peter Kreinheder has been charged the commercial 2 water rate the first 3 quarters of the year for the building that housed the old “Gin Mill”. He does not think he should be charged that rate for the first 2 quarters because there was no commercial business in the space and no water was used. The Village agreed to adjust his sewer bill.

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

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

Resolved to adjust the water bill for 20 Washington Street by -\$357.00, charging the commercial 1 rate for the first 2 quarters of the year.

- Copier Quotes

Clerk George presented quotes for a new copier:

Usherwood:	\$4,542.00	- Estimated service cost/year	- \$639.00
Xerox:	\$4,195.00	“	\$768.00
Toshiba	\$5,810.00	“	\$720.00
Bizhub	\$5,993.50	“	\$519.00

All of the copiers quoted had comparable capabilities. She recommended the Canon because the long-term cost would be less. The copier was also recommended by the engineering department which has a similar model.

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

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

Resolved that the Town Board authorize Clerk George to order the Canon IR Advance DX C3730i from Usherwood at a cost of \$4,542.00.

- Valley Village

The Town is waiting for signatures on the "Memorandum of Understanding Valley Village Association, Inc. to take Ownership of Valley Village Road". Ms. Moriarty will send the Town Engineer the specs for the parking lot. He will put together design and costs The Town emphasized that it will only pay to upgrade the portion of the project that is in the Town ROW. Attorney Moriarty will order a title search for the ROW.

- Quackenbush Update

Ms. Moriarty will continue to correspond with Cattaraugus County DPW.

- EVGV Trail

The chicken BBQ fundraiser was a success. ALTA put Ellicottville on the priority list to utilize part of the trail. This endorsement may help when applying for grants.

- Catt. Co. Extension Lease

The Extension Service has decided to ride out their existing lease for now.

- Mansfield IMA

The Mansfield Town Supervisor is waiting for their attorney to review.

Motion by Mr. Hinman and seconded by Mr. Zerfas to go into executive session at 7:15pm to discuss Teamster's Highway Department negotiations. All Ayes. Carried.

Motion by Mr. Hinman to resume regular session, second by Mr. Fitzpatrick. All Ayes. Carried.

Adjournment

Motion by Mr. Crowley and second 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 21st day of October, 2020, approved by said Board on the 18th day of November, 2020.

Robyn A. George, Town Clerk