

**MINUTES OF THE
REGULAR MEETING OF THE TOWN BOARD
OF THE TOWN OF ELLICOTTVILLE
October 21, 2015 at 6:00 pm
ELLICOTTVILLE TOWN HALL**

<u>Present:</u>	John Burrell	Supervisor
	Ken Hinman	Councilman
	Rick Jackson	Councilman
	Steve Crowley	Councilman
	Greg Fitzpatrick	Councilman
	Robyn George	Town Clerk
	Loyd Hovey	Highway Superintendent
	Mark Alianello	Town Engineer
	Kathleen Moriarty	Attorney for Town

Also Present: Jann Wiswall, Cheri Giancarlo, Randy Glenn

Call meeting to order:

Supervisor Burrell called the meeting to order at 6:03 pm and led the Pledge to the Flag.

Good News

- Police Traffic Services Program Grant \$4,255.00

Officer Bouchard applied for a grant from the Governor's Traffic Safety Committee and the Town was awarded \$4,255.00 to participate in the statewide Police Traffic Services Program. The goal of the grant is to increase seat belt usage and reduce dangerous driving behaviors in an effort to reduce serious injury and death from traffic crashes.

Approve Minutes

- Town Board Meeting –September 16, 2015

On motion by Mr. Fitzpatrick and second by Mr. Jackson the minutes of the August 19 , 2015 Board Meeting were

Accepted Ayes 5 - Burrell, Hinman, Crowley, Fitzpatrick & Jackson
 Nays 0

- Town Board Special Meeting

On motion by Mr. Crowley and second by Mr. Fitzpatrick the minutes of the October 6, 2015 Special Board Meeting were

Accepted Ayes 5 - Burrell, Hinman, Crowley, Fitzpatrick & Jackson
Nays 0

Privilege of the Floor

- Insurance Review

Randy Glenn of the Evans Agency reviewed the Town's new insurance policy and explained the Town's coverage. The total cost of the policy was up by only \$1,780.00 and includes additional coverage. He pointed out that the policy does include terrorism coverage but not cyber liability. The Board agreed that at an annual cost of \$333.00, data breach coverage should be added. Other modifications to the policy will be made to make sure there is sufficient coverage for the East Tank and the booster stations.

- Noise Local Law

Cheri Giancarlo asked about the status of the Noise Ordinance revision. She was told that the Noise Local Law has been sent to the Town Planning Board for their review and recommendation. After hearing from the Planning Board, the Town Board will discuss the Noise Ordinance at next month's meeting.

Audit of Claims

- Pay Town bills on Distribution Report #09-15

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

Accepted Ayes 5 - Burrell, Hinman, Fitzpatrick, Crowley & Jackson
Nays 0

Resolved that the Town bills be paid on General Ledger Distribution *Report 09-15* as follows:

001 - General Fund A:	\$ 56,347.18	
002 - General Fund B:	\$ 2,822.06	
		General Fund Total: \$ 59,169.24
003 - Highway DA	\$ 22,257.60	
004 - Highway DB	\$ 176,715.64	
		Highway Fund Total: \$198,973.24

006 - Water Fund Total	<u>\$ 46,512.48</u>
Grand Total:	\$304,654.96

Supervisor's Reports

- State of the Town Report

Supervisor Burrell read the following State of the Town report that he composed into the record:

The State of the Town of Ellicottville is good! Financially, we are in very good shape. Our total fund balances at the end of our last fiscal year was \$1,902,921. At the end of 2007 this total was \$763,829. This strong position has served us well this year with an estimated \$400,000 in non-aidable storm damage this past summer. Also, we will be able to use it wisely during this period of state tax freeze. During this same seven year period, our long term indebtedness has gone down from \$510,065 down to \$143,271. The bonds on our new fire station were paid off this summer, a year early, saving taxpayer dollars. We have started having annual audits by an outside auditing firm instead of waiting for the occasional state audit. We now have detailed monthly Supervisor's Reports enabling our Board to see how we are doing month to month. In this year's budget we set up several Capital Reserve Funds. This allows us to even out the effects of significant Police and Highway equipment purchases as well as cost maintenance and upgrades in our buildings. We are in the process of preparing our 2016 Budget. My goal is to once again hold our very low tax rate while continuing to provide the same or better services.

We have done some significant money saving moves. We have new Flood Maps through the National Flood Insurance Program. Now, some of our residents no longer have to have flood insurance, while others have had premium reductions. We have joined the National Joint Powers Alliance allowing us to make purchases through existing national low bids. We have cut staff in the Town Hall. Today the Supervisor, Town Clerk, and Supervisor's Clerk are doing what was being done by four people. We have complied with State requirements that will allow taxpayers to be eligible for New York State's Tax Freeze Credit. In addition, because of a good employee safety record, we will see an approximate 10% reduction in our Worker's Compensation premium.

The five members of your Town Board continue to work well together. We are all committed to do what is best for our citizens and taxpayers.

Our two Justice Courts have made the transition to their new home at the Town Center well. Earlier this year Judge Nelson resigned, and the Board appointed Judge Karassik who will be attending state mandated training. In the meantime, Judge Stokes has been presiding at both Courts and is doing a great job. Our Court Clerk Denise Richards, herself a Judge in another municipality, keeps everything running smoothly.

Our Assessor Harry Weissman, is servicing many property owners with their needs. He is keeping at the very important 100% State Equalization rate and keeping the Board up to date. He also continues to take state education courses as they become available.

Our Town Clerk, Robyn George and my Supervisor's Clerk, Tracy Stokes are two very busy ladies. Together they perform the following functions: Town, Deputy Town Clerk, Supervisor's Clerk, Police Clerk, Planning Board Clerk, Zoning Board Clerk, Building Inspector Clerk, Payroll Clerk, Water Department Clerk, Engineering Clerk, Highway Department Clerk, and Town Registrars. They have recently upgraded our computer equipment with three new work stations, two new servers, as well as other equipment and software.

Our Town Hall, Town Center, Historical Museum, Sewer Pumping Stations, and Highway Department facilities continue to be maintained and proudly kept up. The Town Center has become very well used, and we are grateful to the Rotary Club for their many contributions and upgrades.

The Police Department, under Officer-in-Charge Don Auge, is now staffed by primarily by full-time officers instead of part-time officers. We received a very good deal from the Village on their surplus Constable vehicle. The addition of this patrol vehicle brings our fleet back up to four. The new evidence facility is almost complete. The plate reader vehicle has seen a lot of use. We have a new video and audio recording system. We allowed our four full-time officers to form the Ellicottville Police Officers Association. Your Town Board negotiated with this bargaining unit giving officers a contract for the first time ever. The Town is now competitive with other area agencies. This will help us retain our officers. We now have a body camera for use by our patrol officers, and we have taken Dog Control in house. We are taking care of dog issues in both the Town and the Village. The Village has paid for half of our kennel facility.

Our Town Planner, Carol Horowitz is resigning as of December 31, 2015. She has done a great job for us and will be missed by the Planning and Zoning Boards. We owe a big debt to the members of these two Boards, as well as the members of the Assessment Board of Review. They are a very necessary part of our day to day government operation.

Tracy Stokes, in addition to all of her other duties is now our Youth Director, taking over after the resignation of Becky Szaicher who had done a great job for many years. Tracy oversees our summer program at the Village Park and the Holiday Valley Pool. We have reinstated the Youth Commission. It is made up of Tracy, the Town Supervisor, the Village Mayor, and the Superintendent of schools.

Our Town Historian, Mary Elizabeth Dunbar keeps busy looking after our museum and cemetery restoration projects.

Cheri Reed is now the President of our Arboretum Society. The established arboretum is a wonderful new asset of the Town, and a well visited park.

Tom Abriatis continues to serve as our Building Inspector, and is very busy working with the Planning Boards as well as developers and builders.

Mark Alianello, Town Engineer is busy working with the Highway Department, Zoning Board of Appeals, Planning Board, and Building Inspector.

We continue to help fund the Ellicottville Memorial Library.

Late last fall, our community lost our Highway Superintendent of twenty-five years, Dave Golley. Through Dave's leadership, our town had some of the best roads, equipment, and facilities in Western New York. Loyd Hovey, Dave's deputy, was appointed to fill his unexpired term. Loyd and all of the employees of the Highway Department really stepped up to the plate and made sure everything that needed to be done was done. The only thing that needs to be done at our new facility is a roof structure over our fueling station, and a sign out front naming the facility after Dave Golley. We had an estimated \$400,000 in storm damage this summer to our town roads. The crew has had to rebuild roadways and culverts on Kuhn Road and Canada Hill Road. We have concrete structures to replace culverts on Kruse Road and Poverty Hill Road. We rebuilt a large section of Sommerville Valley Road, including a concrete culvert near Witch Hollow Road. I have been negotiating a new three year agreement with the Teamsters, which will be presented to the Board at our October meeting. A new \$250,000 four wheel drive snowplow truck is expected to be delivered soon. Lastly, we just received dedication of two thirds of a mile relocation of the Holiday Valley Road. This project has been in the development stage over the past twenty years. This \$1.1 million project, planning, construction, and inspection was completely paid for by Holiday Valley Resort. The result is a much safer state of the art two and three lane highway,

Our Town Engineer, along with the Board oversees our Water Department. We contract the Village to maintain and repair it. We have recently completed the East Tank Project. This project has been in the works for years. Originally, it was a village project. The Town became the lead agency and authorized this \$1.4 million project. We came in under budget, and are receiving a \$268,000 grant from Empire State Development. Although, this tank allows for future development, its greatest purpose is providing much needed fire flow to the most densely populated part of the Town including the Village. Part of the project included a new 10" main from the Village reservoir to their distribution system, replacing an old 8" main. This project will be paid for by all water users in the Village and Town Water District. The new water system in the Town of Mansfield for Holimont's new West Mont Development is now up and running. As part of the Holiday Valley Road project, we were able to loop the water main on Holiday Valley Road. This will also provide better fire flows, and allow us to provide better service to water users on Upper Road. The Town Water District paid for the materials, and Holiday Valley paid for the installation.

The Village continues to maintain our sewer system and treat our waste water.

The Town continues to support the Recreational Trail. Deputy Supervisor, Ken Hinman is heading up this project, and the Town continues to apply for grants. We are waiting to hear about a federal TIGER grant.

We have been able to lower the speed limit on Horn Hill Road to 45 M.P.H.

We worked with the Village and State to provide a new sidewalk from the Village to Holimont. This was a long talked about project, and we now have a much safer pedestrian corridor.

We are very pleased to become part of the State's Scenic Byways program. This should be a boom to the whole area, especially our friends in West Valley.

We have just enacted an Alarm Local Law. This new law will let us know where automatic alarms are in the town, and hopefully will cut down on the many false alarms our police and fire departments must respond to. We are trying to find ways to enhance our Noise Ordinance so that we are able to enforce noise complaints better.

Overall, I feel that your town is in excellent shape. The Town Board continues to do what is best overall for the Town. If you have any concerns, please bring them to us. Thank you for your time.

John Burrell
Town Supervisor

- Supervisor's Report

On motion by Mr. Hinman and second by Mr. Crowley the Supervisor's September 2015 Financial Report was

Accepted Ayes 5 - Burrell, Hinman, Fitzpatrick, Crowley & Jackson
 Nays 0

- 2016 Budget Process - Tentative Budget

Mr. Burrell presented the 2016 Tentative Budget to the Board. The Board will meet on Wednesdays at 4:00pm for budget workshops.

- Jackman Hill Tower Strobe Light Complaints

Mr. Burrell reported that he has received complaints from property owners on Irish Hill, Tough Row Hill and Lindberg Road about the strobe light on a tower on Jackman Hill Road. The light is extremely bright. Mr. Alianello said that the tower is owned by Global Tower Partners and he will contact them to see what can be done about the light.

- Alarm Law Results

A letter informing property owners of the new Alarm Law was sent out with the water bills. Many residents have sent in their applications and fee. Questions arose about the County's alarm law and how it affects Ellicottville's residents. Ms. Moriarty will look into it.

- Highway Department Uniforms

Highway Superintendent Hovey was not happy with the Uniform Company that was supplying the Highway Department and looked into other options. He was able to find another company that was less expensive and hired them. He was subsequently informed that the Town had a contract with the first company that has one year left. Supervisor Burrell is working with both companies to find an equitable solution.

- Town Center/Catt. Co. Extension

The Cattaraugus County and Allegany Extension Services have split, leaving 2 employees at the Town Center building.

- Lena Reynolds Property

Lena Reynolds left the property at 52-54 Jefferson Street to Episcopal Diocese of WNY and the Diocese is asking for ideas on how the property could be used to benefit the community.

- Jim Stone - October 3rd

Mr. Burrell attended a dedication of a bench in honor of Jim Stone and his wife.

- Employee personnel files

All Department heads have been asked to turn over personnel files to the Town Clerk who is the custodian of all records.

Present Written Department Reports for Approval

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

On **motion** by Mr. Fitzpatrick and second by Mr. Jackson the Clerk's Report, Justice Report, Building Inspectors Report, Police Report, and the Planners Report were:

Accepted Ayes 5 - Burrell, Hinman, Crowley, Fitzpatrick & Jackson

Nays 0

Department Heads

Don Auge – Police Department

- Fall Festival

Officer Auge reported that Fall Festival went quite smoothly this year. The new Holiday Valley Road accommodated the traffic very well. The Police Department responded to a total of 64 calls and 8 assists. There was a meeting of the Special Events Committee to discuss some of the problems encountered and the ways to alleviate these issues. Auge worked up a financial summary of police coverage expenses which will be split with the Town, Village and Chamber. He pointed out that there are 1400 people registered for the Marathon this weekend.

Lloyd Hovey - Highway Department

Mr. Hovey reported the Highway Department has finished oiling and chipping Kuhn and Hefferan Roads. Several driveways onto Holiday Valley, Upper, Crane and Dooley Road have been worked on. The Viking plow system is being installed on the new four wheel drive truck and should be delivered in 3 to 4 weeks.

- Tennant Sweeper Demonstration Oct. 15th

The Tennant Sweeper was demonstrated at the Highway Barn. According to Mr. Hovey and Mr. Burrell it did a very good job at cleaning the floors without creating a lot of dust. At a cost of \$7,000 - \$8,000, Mr. Burrell is recommending that the Town include its purchase in next year's budget.

- Police Storage

Mr. Hovey is getting a quote from NOCO to install a heater and a tank for the police storage area at the Highway facility.

- Fuel Storage Roof

The Board discussed the best way to install a roof over the fuel storage area and remain within budget. A question arose as to whether the roof and construction could come out of the Building Capital Reserve Fund. That will be looked into.

Mark Alianello, PE – Engineering Department

- East Tank Project update

The East Tank is up and running. The Village is working on the meter pit.

- Holiday Valley Road

All of the paperwork for Holiday Valley Road has been filed.

- Booster Station No. 2

The Booster Station is being worked on. It was discovered that the wrong size impeller was installed, causing problems.

- Leslie Road Water Line

The water line on Leslie Road is complete and was installed at least 5 feet deep so it should not freeze again.

Also, the Westmont water line is back in service.

Old Business

- Recreational Trail

The Trail Committee does not expect to hear any news about the TIGER Grant until after the 1st of the year. BOCES is willing to build benches for the trail. The problem with the location of the dumpster was discussed. Mr. Crowley suggested that the Town look into the possibility of eliminating the dumpster and utilizing Totes. It will be considered.

- Town Planner Replacement

Mr. Burrell would like to get the Planning Board involved in finding a replacement for Carol Horowitz. He will also contact the Town of Allegany to see who they will be using.

Correspondence

- Municipal Solutions Thank You
- STW Stormwater Management Conference Oct. 29

Motion by Mr. Hinman and second by Mr. Crowley to go into executive session at 8:19pm to personnel matters. All Ayes. Carried.

Motion by Mr. Crowley and second by Mr. Hinman to resume regular session at 9:24pm.

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

Accepted Ayes 5 - Burrell, Hinman, Fitzpatrick, Crowley & Jackson
 Nays 0

Resolved that the Ellicottville Town Board agreed to the terms of the tentative new three year contract with the Highway Department as represented by Teamster's Local No. 264 for the period January 1, 2014 to December 31, 2016 The Board will vote on the actual contract when it is formally presented to the Board.

Adjournment

Motion by Mr. Hinman and second by Mr. Jackson to adjourn the meeting at 9:25pm. 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, 2015, approved by said Board on the November 18, 2015.

Robyn A. George, Town Clerk