

MINUTES OF THE
REGULAR MEETING OF THE TOWN BOARD
OF THE TOWN OF ELLICOTTVILLE
DECEMBER 21, 2016 at 6:00 pm
ELLICOTTVILLE TOWN HALL

<u>Present:</u>	Mathew McAndrew	Supervisor
	Ken Hinman	Councilman
	Rick Jackson	Councilman
	Steve Crowley	Councilman
	Greg Fitzpatrick	Councilman
	Robyn George	Town Clerk
	Mark Alianello	Town Engineer
	Kathleen Moriarty	Attorney for Town
	Don Auge	Officer in Charge

Also Present: John Thomas and Jennie Acklin, Press, Shawn Lafferty, Glenda Jackson

Call meeting to order:

Supervisor McAndrew called the meeting to order at 6:00 pm and led the Pledge to the Flag.

Approve Minutes

- Town Board Meeting - November 16, 2016

On motion by Mr. Fitzpatrick and second by Mr. Hinman the minutes of the November 16, 2016 Board meetings were

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

Privilege of the Floor

- Shawn Lafferty

Shawn Lafferty asked the Town to request that two "School Bus Stop Ahead" signs be placed on Beaver Meadows Road. He said that there are anywhere from 16-21 children that are picked up by the bus there and anything to make it safer would be welcomed.

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

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

Resolved that the Town contact the County DPW and request that "School Bus Stop Ahead" signs be posted on Beaver Meadows Road east of Route 219 in both directions.

Audit of Claims

- Pay Town bills on Distribution Report #12-16

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

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

Resolved that the Town bills be paid on General Ledger Distribution Report 12-16 as follows:

001 - General Fund A:	\$ 46,112.50	
002 - General Fund B:	\$ 5,764.48	
		General Fund Total:\$ 51,876.98
004- Highway DB	\$ 61,059.46	
		Highway Fund Total:\$ 61,059.46
	006 - Water Fund Total	<u>\$ 6,070.03</u>
	Grand Total:	\$119,006.47

Supervisor's Reports

- Supervisor's Report

On motion by Mr. Crowley and second by Mr. Jackson the Supervisor's November 2016 Financial Report was

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

- Four Flushers Meeting

The Board reviewed the minutes from the Four Flusher's Meeting. There appears to be a leak in the Town Water System in the HoliMont area that the Town is trying to isolate. Also, the GIS has yet to be set up on the CUPPS

program. The County or Southern Tier West may be able to help with this and will be contacted.

- Town/Village Public Works Position

A meeting is scheduled with the DOS on December 29th to discuss grants that may be available to help fund the creation of the position. Forming a Joint Water/Sewer district will also be discussed.

- Supervisor's Association Meeting

The County is starting to provide assessment services to municipalities on a trial basis. Towns will be able to decide if they want the County to take over when the current Assessor's contracts expire.

- Sidewalk Plow

The sidewalk plow has broken down twice within 1 1/2 weeks. The Village was forced to rent one at \$2,500 a week. Since the Town and Village co-own the plow and Town sidewalks are plowed by the Village, the Town is responsible for half of the expenses associated with the sidewalk plow. Mayor Burrell is proposing that a new plow be purchased and estimates the cost at \$120,000. He would like to keep the current plow as back-up. Supervisor McAndrew contacted Admar and found that they have a program where a new plow can be purchased for around \$64,000 and be traded in every year for a fee of \$1,000 per 100 hours of use. This eliminates the need for back-up since the plow is new every year and should not break down.

The Village of Allegany and Franklinville buy their plows from Admar, so Supervisor McAndrew and Highway Superintendent Scharf will be contacting them for their input.

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

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

Resolved that the Town support the buying of the sidewalk snowplow from Admar and participate the program to trade in the plow every year at a cost of \$1,000 pending the Supervisor's review.

Present Written Department Reports for Approval

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

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

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

Department Heads

Don Auge - Police Department

- Alarm Tracking

OIC Auge had scheduled a meeting with the County to discuss Alarm tracking but it was canceled. He will reschedule.

- Locker/Evidence Rooms

OIC Auge and Mr. Alianello looked at the room at the Highway Garage and decided what needs to be done to turn it into a suitable room for police needs. Mr. Alianello will be getting quotes for the work.

Tom Scharf- Highway Department - Absent

Mark Alianello - Engineering Department

- HVAC System - Engineering Proposals

Mr. Alianello explained that the insulation in the ceiling in the upstairs rooms of the Town Hall is laid directly on the suspended ceiling. Not only is it not energy efficient but it may cause added expenses when installing the HVAC system. He will get three estimates from local contractors on the cost of taking down the suspended ceiling, installing a drywall ceiling on the bottom chord of the roof trusses and installing proper insulation above the drywall. This would leave conditioned space below the drywall and above the suspended ceiling for the installation of the ductwork for the HVAC system.

- Booster Station #1

The pumps have been ordered and the project will move ahead in the Spring.

- NYS DOT Betterment Reconciliation

Mr. Alianello drafted a letter to the NYS DOT asking for a final reconciliation of the cost of the Sidewalk Betterment Project on Route 242 from Bibbs Rd. to NY Route 219. According to the figures he has, the Town is owed money.

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

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

Resolved that the Supervisor is authorized to sign and send the letter to the NYS DOT requesting a reconciliation of the funds spent for the Sidewalk Betterment Project.

New Business

- Reappoint Dan Covey to BAR

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

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

Resolved that the Town reappoint Dan Covey to the Board of Assessment review.

- Organizational Meeting Date

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

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

Resolved that the Town Board hold their Organizational Meeting on Weds., January 4th at 4:00pm.

- Budget Modification Resolutions

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

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

Resolved that the Town Board approve the following budget modifications:

General Fund - A
Budget Line Adjustments

12/31/2016

Account No.	Description	Debit	Credit
001-1440-0100	Personal Services	1,000.00	
001-1320-0400	Contractual	10,000.00	
001-1620-0403	Town Center	2,000.00	
001-1620-0404	Town Ct. Conting.		5,000.00
001-1910-0400	Unallocated Ins.	2,000.00	
001-5010-0100	Personal Ser.	30,000.00	
001-5010-0400	Contractual	1,000.00	
001-5132-0400	Contractual	1,000.00	
001-7989-0400	Contractual		45,500.00
001-9055-0800	Benefits- Dis. Ins.	500.00	
001-9010-0800	Ben. - Retirement	3,000.00	
		<hr/>	
		50,500.00	50,500.00

General Fund - B

002-3620-0401	PIPS		4,000.00
002-8020-0102	Clerk		3,000.00
002-8020-0400	Contractual	5,000.00	
002-8020-0401	Legal	3,000.00	
002-9010-0800	Ben. Retirement	2,000.00	
		<hr/>	
		10,000.00	10,000.00

Highway Fund - DB

004-5110-0400	Contractual		23,000.00
004-5110-0401	CHIPS	11,000.00	
004-5140-0100	Pers..Services	5,000.00	
004-5140-0400	Contractual	3,500.00	
004-9010-0800	Retirement	3,500.00	
		<hr/>	
		23,000.00	23,000.00

Water Fund

006-8310-0100	Per. Services	5,000.00	
006-8314-0402	Telephone	1,000.00	
006-8320-0415	Contractual		6,000.00
006-8340-0201	Equipment		500.00
006-8340-0401	Truck Maint.	500.00	
		<hr/>	

6,500.00

6,500.00

Old Business

- Joint Water District

Discussions are ongoing.

- EVGV Trail

The preliminary design is 80% done. Wetland permits were discussed. Mr. Hinman said that there has been a problem with people dumping garbage in the Town Center dumpster. The possibility of putting up a camera and a sign was discussed.

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

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

Resolved that the Town order a "Illegal Dumping" sign and have Justin Dineen put it up.

Executive Session

On Motion by Mr. Hinman and second by Mr. Fitzpatrick the Board went into executive session at 7:30pm to discuss contract negotiations and personnel. All Ayes. Carried.

On Motion by Mr. Crowley and second by Mr. Hinman the Board resumed regular session at 8:53pm. All Ayes. Carried.

- **Building Inspector - Code Enforcement Officer**

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

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

Whereas the Town/Village Building Inspector/CEO has announced his intention of retiring in 2017 and the Village of Ellicottville has expressed their desire to continue sharing the position,

Whereas, the Village would like to offer the position on a full time basis and share the expenses with the Town,

Be it resolved that the Town will contribute to the salary of the Village hire at a rate of \$15.23 per hour (with incremental pay raises for course completion) for 10 hours a week up until the time the current Building Inspector retires.

Adjournment

Motion by Mr. Hinman and second by Mr. Jackson to adjourn the meeting at 8:55pm. 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 December, 2016, approved by said Board on the 18th day of January, 2017.

Robyn A. George, Town Clerk