

MINUTES OF THE  
REGULAR MEETING OF THE TOWN BOARD  
OF THE TOWN OF ELLICOTTVILLE  
JANUARY 18, 2017 at 6:00 pm  
ELLICOTTVILLE TOWN HALL

<b><u>Present:</u></b>	Mathew McAndrew	Supervisor
	Ken Hinman	Councilman
	Rick Jackson	Councilman
	Steve Crowley	Councilman
	Greg Fitzpatrick	Councilman
	Robyn George	Town Clerk
	Mark Alianello	Town Engineer
	Don Auge	Officer in Charge
	Tom Scharf	Highway Superintendent

**Also Present:** John Thomas and Jann Wiswall, Press

**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 -December 21, 2016
- Organizational Meeting - January 4, 2017

On motion by Mr. Hinman and second by Mr. Fitzpatrick the minutes of the December 21, 2016 and January 4, 2017 Board meetings were

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

**Audit of Claims**

- Pay Town bills on Distribution Report #01-17

On motion by Mr. Crowley and second by Mr. Jackson 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 01-17 as follows:

001 - General Fund A:	\$ 28,500.51	
002 - General Fund B:	\$ 24,187.79	
		General Fund Total:\$ 52,688.30
004- Highway DB	\$ 62,726.05	
		Highway Fund Total:\$ 62,726.05
		006 - Water Fund Total <u>\$ 35,950.51</u>
		Grand Total:                     \$151,364.86

**Supervisor's Reports**

- Supervisor's Report

**On motion** by Mr. Hinman and second by Mr. Fitzpatrick the Supervisor's December 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. The leak in the Town Water System was found. It is in the Plum Stream service line and they will be required to repair it. The Town of Allegheny has a power valve exerciser and have offered to loan it to the Town.

- Town/Village Public Works Position

A meeting is scheduled with Jeff Smith of Municipal Solutions to discuss the Public Works position.

- Sidewalk Plow

There have been some issues with the sidewalk plow and it was sent back for service.

- Create Water Operator Position

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 create the position of Water Treatment Plant Operator as described in the Civil Service Position Duties Statement.

### **Present Written Department Reports for Approval**

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

On **motion** by Mr. Fitzpatrick 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

On Motion by Mr. Crowley and second by Mr. Hinman the Board went into executive session at 6:12pm.. All Ayes. Carried.

On Motion by Mr. Hinman and second by Mr. Crowley the Board resumed regular session at 6:25pm. All Ayes. Carried.

### **Department Heads**

#### **Don Auge - Police Department**

- Alarm Tracking

OIC Auge met with Captain Butler from the County Sheriff's Department. The County's new system may be able to help the Town track it's alarm calls. Captain Butler commented that Ellicottville's fines for false alarms are steep. Exempting "Life Alert" calls from receiving fines was discussed.

- Locker/Evidence Rooms

Since the Town is paying Kelly Fredrickson for 10 hours of work per week, they may ask him to complete the work needed for the Locker/Evidence Room during his allotted hours.

- Illegal Dumping

The Police Department has caught people dumping garbage into private dumpsters. The Town wants the public to know that illegal dumping will not be tolerated.

#### **Tom Scharf- Highway Department**

Mr. Scharf praised his workers for their attitude and dependability. He also discussed damage done by the recent rain and snow melt. There are several private driveways that are causing damage to the road because their ditches are not cleaned.

**Mark Alianello - Engineering Department**

- HVAC System - Engineering Proposals

The following are estimates that Mr. Alianello received for the insulation of the Town Hall ceilings:

S & T Construction -	\$25,650.00 \$28,950.00 (with new grids)
Dineen Painting Inc.	\$28,700.00 (new tile, reinstall grid)
Philip Vogt Construction	\$43,500.00 (new grid, lights)

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 hire S & T Construction to insulate the Town Hall ceilings as per the plans provided by the Town of Ellicottville, (Job #07010) dated 1/9/17 at the quoted price of \$28,950.

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 Mr. Alianello advertise for bids for the Installation of the HVAC system in the Town Hall to be opened prior to the next regular Town Board meeting.

- Booster Station #1

Holiday Valley has agreed to grant the easement needed for the Booster Station. Attorney Moriarty is preparing the documents.

**New Business**

- Tronconi Segarra & Associates Audit Proposal

Tronconi Segarra & Associates presented proposals to audit the Town's Annual Financial Report Update Document for the years ending December 31, 2016, 2017 and 2018 and the related statement of income and retained earnings, and cash flows for those years. They also proposed auditing the Town Court records. Discussion followed in regard to the need for these audits.

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

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

Resolved that the Town sign the contract presented by Tronconi Segarra & Associated for the audit of the Town's Financial records for the years ending 2016, 2017 and 2018.

Further resolved that the Town will contract the auditing of the Court records every 3 years.

- Buildings and Ground Space

The Historical Society has requested space to store some of their records in a climate controlled environment which they do not currently have. Another space issue is going to be where to house the office for the proposed new Director of Public Works.

One option would be building an addition to the Town Hall. However, it was pointed out that this would be expensive and it may be difficult to get the approval for such an addition from the State Registry.

Another option would be to move the Police Department into the Town Center freeing up space at the Town Hall. The expense of such a move will be looked into.

- Town Hall Security - Weekends

There have been some complaints that the Town Hall has been locked on the weekends. Out-of-Town property owners often drop payments off when they are in town and have not been able to do so. One reason for locking the doors is to prevent vandalism that has occurred on festival weekends

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 Hall be locked on all major festival weekends and nights but be left open the rest of the time.

### **Old Business**

- Joint Water District

Discussions are ongoing.

- EVGV Trail

The Trail did not receive the TIGER grant .

The proposed Trail to Tim Horton's has been configured so it will meet the wetland permit conditions. One issue that needs to be resolved before the project can go forward is who will the easements go to. The legal ramifications and liability of those easements need to be researched by an attorney.

### **Executive Session**

On Motion by Mr. Hinman and second by Mr. Fitzpatrick the Board went into executive session at 7:45pm 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 8:00pm. All Ayes. Carried.

### **Adjournment**

Motion by Mr. Hinman and second by Mr. Jackson to adjourn the meeting at 8:01pm. 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 18th day of January, 2017, approved by said Board on the 15th day of February, 2017.

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Robyn A. George, Town Clerk