

**MINUTES OF THE
REGULAR MEETING OF THE TOWN BOARD
OF THE TOWN OF ELLICOTTVILLE
April 19, 2017 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: Jann Wiswall and John Thomas, Press, Jason Smith, Ken Baginski and Emilio Rendes

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 - March 15, 2017

On motion by Mr. Fitzpatrick and second by Mr. Jackson the minutes of the March 15, 2017 Board meeting were

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

Privilege of the Floor

Ken Baginski, Region 9 Wildlife Manager and Emilio Rende, Land Management Biologist for the DEC were present to ask for the Town's support of their project to purchase 379 acres on Poverty Hill in Ellicottville. Along with an additional 611 acres in the Town of Mansfield, the DEC would like to create a Wildlife Management Area. The property would be purchased and maintained with Federal funds provided by the Pittman Robertson Foundation. Mr. Baginski pointed out that there are no other Wildlife Management Areas in the area and these areas are known to bring people from all over to enjoy bird watching, hunting, hiking and other outdoor activities. These people would ultimately spend money in Ellicottville. He also said that the Town's share of the property

taxes that would be lost is only about \$511.00. Right now the project is on hold, pending local support. He is asking the Board to consider of the project and get back to them.

Audit of Claims

- Pay Town bills on Distribution Report #04-17

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 04-16 as follows:

001 - General Fund A:	\$ 25,408.69	
002 - General Fund B:	\$ 4,904.06	
		General Fund Total: \$30,312.75
004 - Highway DB	\$ 34,998.33	
		Highway Fund Total: \$34,998.33
		006 - Water Fund Total \$ 5,227.51
		Grand Total: \$70,538.59

Supervisor's Reports

- Supervisor's Report

On motion by Mr. Fitzpatrick and second by Mr. Hinman the Supervisor's March 2017 Financial Report was

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

- Town/Village Public Words Position

Jeff Smith and Steve Mountain are meeting on Friday. Hopefully, the Board will have a job description by the next Board meeting and will be able to advertise the position.

- Evidence/Locker Room

Kelly Fredrickson has supplied a preliminary materials list for the project. Mr. Alianello said that the lockers in the upstairs of the Town Hall may not have to be removed due to a possible change in the positioning of the HVAC system equipment.

- HVAC System

A pre-construction meeting was held and it was determined that the furnaces and equipment could go on a platform above the ceiling in the storage room instead of where the police lockers are now. The general consensus was that this would be a suitable place for the equipment. The boiler room will need to be cleared out so the old hot water heater can be replaced. It was decided that the one wall in the meeting room be wired to accommodate a media screen in the future. Work on the HVAC System will begin on Monday and is scheduled to be finished by mid-May. Until then, Town and Village meetings will be held at the Town Center.

- S & T Construction Agreement

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 Supervisor is authorized to sign the contract as presented with S & T Construction for insulation of the Town Hall with new grids and ceiling tile. The contract is for \$28,950.00 with 25% due at signing.

- County Town Supervisor's Meeting

- Land Bank Committee - Bob Keis will be representing our area on the committee.

- Fire Police Training - The County will be offering a 21 hour course and two 4 hour refresher courses.

- Shared Services Plan - There has to be 3 public hearings on the plan by August 1st.

- Upper Edge Consulting

Mayor Burrell, Supervisor McAndrew, Greg Cappelli, Greg Fitzpatrick and Mark Alianello met with Diana Cihak to discuss Ellicottville's goals and objectives and as related to applying for grants. They discussed economic, police, trail, Town Center and smart industry grant possibilities.

Present Written Department Reports for Approval

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

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

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

Department Heads

Don Auge – Police Department

The new police vehicle is being picked up on Friday. The patrol rifles are ordered and should be delivered soon.

Tom Scharf - Highway Department

The loader is being deliver next Wednesday. Mr. Scharf provided a inventory of equipment list to the Board. It was suggested that it include a condition rating of each item.

- Vehicle Purchase Proposal

Mr. Scharf presented a quote for the purchase of a new truck. He explained it included everything except the sander and is a piggyback bid with the Town of Concord.

- Temporary Help Request

Mr. Scharf said that the Highway Department has a lot of projects that need to be done and he is short an employee who is out on disability and another will be out for 6-8 weeks due to surgery. He is asking for authorization to hire a temporary employee.

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

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

Resolved that the Highway Superintendent is authorized to hire a temporary highway department employee at the rate of \$13.00 per hour.

Mark Alianello - Engineering Department

- Booster Station #1 - Payment Application No. 1

STC Construction has submitted their first application for payment for the Booster Station No. 1 Project. The Contractor has started construction and is scheduled to complete construction prior to July 4th.

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

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

Resolved that the Town approve Payment Application No. 1 as submitted by STC Construction, Inc. for work on the Booster Station No. 1 Project in the amount of \$5,510.00.

New Business

- Relay for Life Boot Drive

Priscilla Snider requested permission to hold a "Boot Drive" on behalf of the American Cancer Society's Relay For Life Committee on Saturday, May 6th in the Town of Ellicottville.

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

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

Resolved that the Town Board supports the American Cancer Society's "Boot Drive" and authorizes the group to set up the drive on May 6th on the corner of Rte. 219 and Rte. 242 by the Catholic cemetery. Officer-in-Charge Auge will contact Ms. Snider and coordinate the hours of the event.

- Cemetery Mowing

Lawn mowing for the Town's cemeteries was advertised for bid and bids received were as follows:

D & J's Lawn Service & Snowplowing, LLC	\$3,000.00
ST & J's Lawn Care & Landscaping	\$1,575.00
Smith's Southtown Landscaping	\$4,415.00

On motion by Mr. Crowley, second by Mr. Hinman the following resolution was accepted:

Ayes – 5 McAndrew, Hinman, Fitzpatrick, Crowley and Jackson
Nays - 0

Resolved, that the Town of Ellicottville accept the offer of \$1,575.00 by ST&J's Lawn Care & Landscaping for Cemetery maintenance of Jefferson Street, Niles and Bryant Hill Cemeteries subject to the following:

- First clean up, mowing and trimming to be complete by May 8, 2017.
 - Clean up, mowing and trimming three times per month in May, June and July.
 - Clean up, mowing and trimming two times per month for the remainder of the season.
 - A certificate of insurance is to be provided with acceptance of this proposal.
 - Submittal of vouchers for services each month must be received by the 15th of the month.
- Standard Work Day and Reporting Resolution

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

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

Be it resolved that the Town of Ellicottville hereby establishes the standard work day for the Town Highway Superintendent, Thomas Scharf, at 8 hours per day and according to the results of the record of activities report 28.32 days per month to the NYS Retirement System.

- Online Water Bill Payments

Water bills can now be paid online through a link on the Town's website. Clerk George reported that the process is very simple and many water customers are already taking advantage of the service.

- Water Adjustment

Ms. George explained that the new water billing system generated a bill for the Fire Hall in error and asked the Board to approve an adjustment.

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

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

Whereas, the Fire Department is exempt from water charges and was billed in error,
Resolved, that the Clerk is authorized to credit their water account \$356.00.

Old Business

- Joint Water District

The inventory of assets is close to being completed. It was pointed out that the Water Agreement with the Village expires on May 31st. It must be acted on at the next meeting.

- EVGV Trail

There is a raffle/fundraising event scheduled for June 4th.

Mr. Alianello reported that the Trail is exempt from the General Permit for Storm Water Discharge (permanent measures). This will make the process of moving forward with construction of the trail easier.

- NYSEDA Grant Update

The Town has completed 3 out of the 4 steps needed to qualify for the grant. The building department will be going to process and energy inspection training in Dunkirk next week to complete the final step.

Attorney/Client Privilege

The Board met with the Town's attorney at 7:48pm,

Adjournment

Motion by Mr. Crowley and second by Mr. Hinman to adjourn the meeting at 8:10pm. 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 20th day of April, 2016, approved by said Board on the 18th day of May, 2016.