

MINUTES OF THE  
REGULAR MEETING OF THE TOWN BOARD  
OF THE TOWN OF ELLICOTTVILLE JUNE 21, 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:** Caitlan Croft and John Thomas, Press, John Zerfas

**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 - May 17, 2017

On motion by Mr. Hinman and second by Mr. Jackson the minutes of the May 17, 2017 Board meeting were

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

**Privilege of the Floor**

John Zerfas told the Board that a line crew is in the process of setting up the infrastructure to apparently make internet available in the NE section of the Town under phase 2 of the New York State Broadband Initiative. The plan would make internet available to only a small percentage of the Town. Mr. Zerfas would like to see it more widespread and is looking into what he can do. The Board supports his efforts.

**Audit of Claims**

- Pay Town bills on Distribution Report #06-17

On motion by Mr. Crowley and second by Mr. Fitzpatrick 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 06-17 as follows:

001 - General Fund A:	\$121,776.97	
002 - General Fund B:	\$ 5,051.13	
		General Fund Total: \$126,792.10
004 - Highway DB	\$ 44,965.60	
		Highway Fund Total: \$ 44,965.60
		006 - Water Fund Total <u>\$ 68,027.10</u>
		Grand Total: \$239,785.10

### **Supervisor's Reports**

- Supervisor's Report

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

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

- Town/Village Public Work Works Position

A draft job description and organizational chart is complete and has been sent to Steve Mountain and Jeff Smith for review.

- Water Agreement with Village

The Water Agreement Extension (until Dec. 31, 2017) has been signed by the Mayor and the Supervisor.

Mr. Alianello said that Phase 1 of the Inventory of Assets is mostly complete. The next phase would be to implement a GIS system and create the data base and maps.

- Evidence/Locker Room

The drainage issue has been solved. It was suggested that the addition of power and heat be done when the fans are installed in the Highway Barn. OIC Auge will look into the price of lockers.

- County Town Supervisor's Meeting - Shared Services

Supervisor McAndrew presented the following ideas for shared services that were discussed at the meeting:

- Consolidation of Justice Courts
- Joint Procurement and/or Coordination with the County for GIS Services
- Joint Procurement of Engineering Services
- Joint Procurement of Building Demolition Services
- Shared and/or Coordinated Assessing
- Participation in a Health Insurance Cooperative
- Shared Equipment List

### **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. Hinman 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**

OIC Auge reported that 9 of the Town's Officers participated in training on the rifle range and all qualified and are DCJS certified.

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

- New 10-wheeler Plow Truck

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

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

**Resolved** that the Highway Superintendent, Tom Scharf, is authorized to order the 2017 Western Star 4700PRL-16T for \$122,944 as bid by Fleet Maintenance, Inc.

Further resolved that Superintendent Scharf is authorized to order the snowplow equipment for the Western Star truck as quoted by Valley Fab and Equipment, Inc. for \$99,419.27..

- Canada Hill Culvert - Award Bid

A Request for Proposals (RFP) for the Canada Hill Road Culvert Repair Project was sent out to six contractors. Of those six contractors, only 3 provided a response, with two responding that they would not be able to provide a quote. JD Northrup Construction's quote of \$28,412.00 was the only quote submitted in response to this RFP. It is the Town Engineer's opinion that the quote from JD Northrup, Inc. along with the other companies responses that they would not be submitting a quote for the work, fulfills the requirements of the Town's Procurement Policy. He believes their quote is reasonable for the scope of work and recommends that the Town accept their bid.

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

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

**Resolved** that the Town award the Canada Hill Road Culvert Repair Project to JD Northrup Construction, Inc., in the amount of \$28,412.00

### **Mark Alianello - Engineering Department**

- HVAC System Update

The majority of the work is complete on the HVAC System. Mr. Alianello and Teresa Liddle from Nussbaumer & Clarke met with Innovative Mechanical and created a short punch list of items that still need to be done.

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

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

Resolved the Town approve the payment of \$81,657.00 to Innovative Mechanical Systems, Inc. for work done on the installation of the HVAC System at the Town Hall as outlined in the submitted Payment Application.

- Booster Station #1  
-Payment Application #3

STC Construction has submitted their third application for payment for the Booster Station No. 1 Project. The Contractor has completed installation and testing of the underground piping, construction of the block walls and booster station roof and is currently installing the electrical wiring and panels for the booster station. MDA Consulting Engineers has reviewed and certified the payment application and agree with all percentage completed figures that the Contractor submitted.

**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 approve Payment Application No. 3 as submitted by STC Construction, Inc. for work on the Booster Station No. 1 Project in the amount of \$34,865.00.

-Change Order #1

The Town requested that an additional Air Release Valve be installed at the booster station. STC quoted \$1,187.00 and prepared a Change Order to provide for that increased expense.

**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 approve the increase of \$1,187.00 in the contract with STC Construction as outlined in Change Order #1.

### **New Business**

- Tax Cap Override

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

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

AUTHORIZING PUBLIC HEARING ON  
LOCAL LAW NO. 1 - 2017

**WHEREAS**, there has been duly presented and introduced at a meeting of the Town Board of the Town of Ellicottville held May 18, 2016 a proposed Local Law entitled

“A LOCAL LAW TO OVERRIDE THE TAX LEVY LIMIT  
FOR FISCAL YEAR 2018”

**WHEREAS**, no Local Law shall be adopted until a Public Hearing thereon has been held by the Town Board of the Town of Ellicottville upon at least five (5) days notice, now, therefore, be it

**RESOLVED**, that a Public Hearing shall be held on the said proposed Local Law by this Board on the 19th day of July, 2017 at 6:00 o'clock pm at the Town Hall, Town of Ellicottville, NY, and that at least five (5) days notice of such Hearing shall be given by the Town Clerk by the due posting thereof upon the Bulletin Board of the Town and by publishing such notice at least once in the official newspaper of the Town.

- Park Program Wages

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 Recreation Attendants for the Summer Park Program be paid minimum wage of \$9.70/hour and the Recreation Leader be paid \$11.48/hour.

**Old Business**

- EVGV Trail

The fundraiser for the Trail raised about \$2,600.00. Easements and surveys need to be done.

- NYSERDA Grant Update

The Town was notified that it has been designated a Clean Energy Community by NYSERDA and can apply for up to \$50,000 toward clean energy projects, with no local cost share.

**Correspondence**

- Thank you from the Alley Katz

### **Adjournment**

Motion by Mr. Hinman and second by Mr. Jackson to adjourn the meeting at 7:00pm. 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 June, 2017, approved by said Board on the 19th day of July, 2017.

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Robyn A. George, Town Clerk