

MINUTES OF THE  
REGULAR MEETING OF THE TOWN BOARD  
OF THE TOWN OF ELLICOTTVILLE DECEMBER 19, 2018 at 6:00 pm  
ELLICOTTVILLE TOWN HALL

<b><u>Present:</u></b>	Mathew McAndrew	Supervisor
	Greg Fitzpatrick	Councilman
	Steve Crowley	Councilman
	John Zerfas	Councilman
	Don Auge	Officer in Charge
	Tom Scharf	Highway Superintendent
	Kelly Fredrickson	Code Enforcement Officer
	Niles Pierson	Town Engineer
	Kathleen Moriarty	Attorney for Town
	Robyn George	Town Clerk

**Absent:** Ken Hinman Councilman

**Also Present:** John Thomas, Press

**Call meeting to order:**

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

**Public Hearing - Amendments to Comprehensive Plan**

The public hearing on the amendments to the Comprehensive Plan was opened. Mr. Palumbo summarized the proposed changes in the plan and said there have been no new ones since the October 9th draft. Updates to land use and populations were made. New recommendations were added to address the EVGV trail, employment and full-time residential growth, Solar Energy, the Downtown Revitalization Initiative, and Implementation Actions. Several new maps were included and the status of Route 219 expansion was updated. The Amendments have been referred to the County Planning Board. The Town must approve the Full Environmental Assessment Form and a Determination of Significance and then the Town Board can vote on its adoption at the January meeting.

**Approve Minutes**

- Town Board Meeting - November 20, 2018

On motion by Mr. Zerfas and second by Mr. Fitzpatrick the minutes of the November 20, 2018 Board meetings were

Accepted Ayes 4 - McAndrew, Crowley, Zervas, & Fitzpatrick  
Nays 0

**Audit of Claims**

- Pay Town bills on Distribution Report #12-18

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

Accepted Ayes 4 - McAndrew, Crowley, Zervas & Fitzpatrick  
Nays 0

**Resolved** that the Town bills be paid on General Ledger Distribution Report 12-18 as follows:

001 - General Fund A:	\$ 39,280.37		
002 - General Fund B:	\$ 38,388.52		
		General Fund Total:	\$ 77,668.89
004 - Highway DB	\$ 86,808.32		
		Highway Fund Total:	\$ 50,295.99
		006 - Water Fund Total	<u>\$ 4,144.83</u>
		Grand Total:	<u>\$132,109.71</u>

**Supervisor's Reports**

- Supervisor's Report

**On motion** by Mr. Fitzpatrick and second by Mr. Zervas the Supervisor's November 2018 Financial Report was

Accepted Ayes 4 - McAndrew, Crowley, Zervas & Fitzpatrick  
Nays 0

- Supervisor's Meeting

Windmill projects in Farmersville and Franklinville were discussed. The County announced that there will be upcoming webinars regarding shared services.

- NYCOM Workshop

Senator Young said that the change in power at the State level may make it difficult for Western New York to obtain funds. She is urging residents to write to the Governor requesting their fair share of financial support.

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

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

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

Accepted      Ayes 4 - McAndrew, Crowley, Zervas & Fitzpatrick  
                    Nays 0

## **Department Heads.**

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

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

Accepted      Ayes 4 - McAndrew, Crowley, Zervas & Fitzpatrick  
                    Nays 0

Resolved that the Town hire Jesse Barber as a full-time police officer effective January 1, 2019 at the rate of \$24.11 per hour (Start of the EPOA).

### **Niles Pierson - Engineering Department**

- Monthly Report - reviewed

Bob Scharf and Callahan Hughes will be leaving the Engineering Department at the end of the year. Mr. Pierson interviewed Brandon Moore, a 3rd year student at RIT, to intern and replace Callahan Hughes. He handed out his resume and would like to hire him at the beginning of 2019. The Village has agreed to split the cost.

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

Accepted      Ayes 4 - McAndrew, Crowley, Zervas & Fitzpatrick  
                    Nays 0

Resolved that the Town hire Brandon Moore as an Engineering Assistant Intern from January - August of 2019 at the rate of \$15.00/hr, 40 hours per week.

- Highway Truck

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

Accepted      Ayes 5 - McAndrew, Crowley & Fitzpatrick

Nays 0

Resolved that the Highway Superintendent is authorized to buy a new F250 truck from Emerling Ford Springville. The new truck cost is \$40,741.00 with a trade-in of the existing truck of \$30,800.00, the net cost is \$9,941.00.

- Proposed Permitting Software for CEO - Dude Solutions

Kelly Fredrickson outlined some of the benefits of purchasing the Dude Solutions permitting software for the Building Department.

1. Compiling all current and past records into one easy to access format.
2. Ability for department heads to access current data on an individual project.
3. Track work that the Code Enforcement Officer is doing and where.
4. Public access to records.

The initial fee for set-up and implementation is \$22,305.42 which includes a one year contract. Pricing for First Renewal Term is \$7,675.00. The Village has agreed to split the cost. The program will tie into the GIS software which is also from Dude Solutions. It will allow the Building Department to be more efficient and organized. Mr. Pierson believes that there could be a cost savings over time because it would make it possible for the Department to share their services with other municipalities. There would not be an addition license fee to add another municipality to the software. Overall, Mr. Pierson and Mr. Fredrickson were very impressed with the software's capabilities.

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

Accepted      Ayes 4 - McAndrew, Crowley, Zervas & Fitzpatrick  
Nays 0

Resolved that the Town purchase the Software from Dude Solutions for the Code Enforcement Department as presented.

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

#### **New Business**

- Set Organizational Meeting

On motion by Mr. Fitzpatrick, second by Mr. Zervas the following resolution was accepted:

Ayes – 4 McAndrew, Zervas, Fitzpatrick, Crowley  
Nays - 0

Resolved that the Town hold its Organizational Meeting on Friday, January 4, 2019 at 3:00pm at the Town Hall.

- Greystone Water line

On **motion** by Mr. Crowley seconded by Mr. Zerfas the following resolution was accepted:

Ayes 4 – McAndrew, Fitzpatrick, Zerfas and Crowley  
Nays 0

**RESOLVED** that the Town Supervisor is authorized to sign the "Assignment of Water Line Easements" between Greystone Association, Inc. and 7439 Properties, LLC and the Town of Ellicottville Consolidated Water District No. 1.

### **Old Business**

- IMA CEO

On **motion** by Mr. Crowley seconded by Mr. Fitzpatrick the following resolution was accepted:

Ayes 4 – McAndrew, Fitzpatrick, Zerfas and Crowley  
Nays 0

Resolved that the Town Supervisor is authorized to sign the Intermunicipal Agreement for Shared Services of the Code Enforcement Officer between the Town and Village of Ellicottville as presented.

- Joint Water District

Engineer Pierson, Supervisor McAndrew and Mayor Burrell will meet on January 11th at 3:00pm to work on setting up a Joint Water District.

- Amendments to Comprehensive Plan

On **motion** by Mr. Fitzpatrick seconded by Mr. Zerfas the following resolution was accepted:

Ayes 4 – McAndrew, Fitzpatrick, Zerfas and Crowley  
Nays 0

Resolved that the Ellicottville Town Board has reviewed the draft amendments to the Town of Ellicottville Comprehensive Plan, 2018 and has determined that the adoption of the Plan will not have a significant adverse environmental impact and that a Draft Environment Impact Statement will not be prepared.

### **Correspondence**

- Thank you -Great Valley Seniors

### **Executive Session**

Motion by Mr. Crowley and second by Mr. Zervas to go into executive session to discuss personnel issue. All Ayes. Carried.

Motion by Mr. Zervas and second by Mr. Fitzpatrick to resume regular session.

### **Adjournment**

Motion by Mr. Fitzpatrick and second by Mr. Zervas to adjourn the meeting at 8:05pm. 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 19th day of December, 2018, approved by said Board on the 16th day of January, 2019.

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Robyn A. George, Town Clerk