

2017-01

At a special board meeting of the Town Board of the Town of Carroll, Chautauqua County held on the 11th day of January, 2017 at 5:30 pm in the Town Hall, 5 W. Main St. Frewsburg, NY, there were

PRESENT:

Supervisor Jones

Councilman Ekstrom

Councilwoman Ekstrom

Councilwoman Lingenfelter

Recording Secretary, Laura S. Greenwood, Town Clerk

Absent: Councilman Dahlgren

The meeting was called to order by Supervisor Jones. Motion to enter into executive session made at 5:35 by Councilman Ekstrom, seconded by Councilwoman Lingenfelter. Motion carried.

No action was taken in executive session.

Motion made at 6:00 by Councilwoman Lingenfelter to close the executive session, seconded by Councilwoman Ekstrom motion carried.

At a regular meeting of the Town Board of the Town of Carroll, Chautauqua County held on the 11th day of January, 2017 at 6:30 pm in the Town Hall, 5 W. Main St. Frewsburg, NY, there were

PRESENT:

Supervisor Jones

Councilman Ekstrom

Councilwoman Ekstrom

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Councilwoman Lingenfelter

Recording Secretary, Laura S. Greenwood, Town Clerk

Absent: Councilman Dahlgren

Also present:

T. Allison, D. Sisson, Chief Wright, Dave and Trudy Bloomquist, D. Sparling, T. Stelmack, T. Erlandson, B. Long, P. Harvey, A. Gustafson, Maryann Sandborn, R. Lemon

Supervisor Jones opened the meeting with the Pledge to the Flag

Supervisor Jones submitted his Supervisor's report for the month. Code Enforcer Al Gustafson, submitted his report for the month.

Motion made by Councilwoman Lingenfelter, to accept the minutes of the last meeting as submitted, seconded by Councilwoman Ekstrom, motion carried

Motion made by Councilman Ekstrom to pay the audited monthly bills seconded by Councilwoman Lingenfelter, carried, those bills are as follows:

GENERAL: 2017-1 #1 thru #23 in the amount of 14513.03

HIGHWAY: 2017-1 #1 thru #17 in the amount of \$153,162.59

WATER: 2017-1 #1 thru #14 in the amount of \$8891.88

Privilege to the floor was granted, Maryann Sandborn asked about a permit that she was granted years ago for personal use gravel operations. She was under the impression that she has to get the permit renewed by the Town every 10 yrs. But according to Al Gustafson, this is not the case.

Tom Erlandson spoke on behalf of the Historical Society. He read a letter to the Board regarding closing in the areas in the old garage, and read quotes that the Society has received for this project.

C&R construction gave 2 quotes, one for \$8870.00 to cement block in the doors, and \$6675.00 to stud them in. He also has a quote from Jake Hostetler which was \$2200.00

Supervisor Jones thought it should wait until spring.

Chief Wright reported a pretty slow month. The cars are running good and tires were recently replaced on one car.

Al Gustafson stated that at Januarys ZBA meeting, the decision was upheld to support his recent denial of a building permit request made by Sealand Waste, regarding the Jones property on Dodge Rd.

Motion to close the regular meeting made by Councilwoman Lingenfelter, seconded by Councilman Ekstrom, motion carried.

Motion made by Councilwoman Ekstrom to enter in to the Organizational meeting, seconded by Councilwoman Lingenfelter

Supervisor Jones stated he has reviewed the Town’s current Procurement Policy and Investment Policy.

As Supervisor of the Town of Carroll I request that this Organizational Meeting for the year 2017 be adopted as follows:

The second Wednesday of each month shall be designated as the regular Town Board Meeting, to start at **6:30 PM, with Council to go over bills at 6:00 PM.**

Appointments:

The following salaries to be paid as follows:

Town Supervisor	\$6,000.00
Town Bookkeeper	contractual
Councilmen (4) @1600	6,400.00
Justices (2) @ 5500	11,000.00
Court Clerk	6,500.00
Highway Supt.	62,510.00
Water Supervisor	57,350.00
Police Chief	30,000.00
Fire Inspector	2596.00

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Animal Control Officer (2)	3,215.00
Town Clerk	35,353.00
Reg. of Vital Statistics	390.00
Records Management Ofc	1,460.00
Code Enforcement Ofc	6,790.00

Salaries of the Town Officers will be paid on a quarterly basis unless otherwise specified.

Town Supervisor will be paid monthly

Highway MEO/ Deputy Super.	\$22.48 per hr
Highway MEO's	\$22.23 per hr

MEO's starting after 12/1/2013 will fall into a 5 year step program

Year 1 \$15.00 Year 2 \$17.00 Year 3 \$19.00 Year 4 \$20.00 Year 5 full rate

Laborer up to 15.00 per hr

Part-time employees

Youth Director	5,200.00 per yr.
Life Guards	9.70 per hr
Cleaners	9.70 per hr
Court Assistant	9.70 per hr
Assistant Animal Control Officer	9.70 per hr.

Police Officers:

Officer James Curtis, \$16.15 per hour. Part time Police Officer, Garrett Jackson, \$15.15 Per hour, Officer Justin Lingenfelter, \$15.15 per hr. Officers will be paid by-weekly. There shall be no reimbursement for days lost for jury duty without prior approval from the Town Board. When the police officers are

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required for Grand Jury cases or other duty, they will be reimbursed at the payroll rate per hour and not more than an 8 hour day.

Animal Control Officer, Donald Sparling shall file a monthly report with the Town Board and be paid a mileage rate of .53.5 cents per mile for the use of his vehicle on Town business.

Code Enforcement Officer, Alan Gustafson, shall file a monthly report with the Town Board.

June Burgett and Barbara Cessna be appointed as Historians with no salary but an expense allotment of \$500.00

Upon recommendation of the Town Clerk that Cynthia Brown be appointed as deputy clerk and deputy registrar of vital statistics at the rate of \$10.29 per hr.

Paul V. Webb be appointed as Town Attorney at a salary of \$5000.00

The Town Clerk to be appointed as Fair Housing Officer

The Town Clerk and highway Superintendent are responsible for 10% of their health insurance premium and are eligible for the HRA account that is funded by the Town.

Randall Sitler to be re-appointed to the Planning Board, term to end 12/31/2023

Randy Wiltsie to be re-appointed to the ZBA term to end 12/31/2021

Holidays with pay for FULL TIME employees will be as follows: New Year's Day, Presidents' Day, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Election Day, and Veterans' Day, Thanksgiving Day, the Friday after Thanksgiving, Christmas Eve Day, and Christmas Day. Overtime will be paid after a 40 hour week.

Bookkeeper is to be notified when sick leave is taken.

The Town Clerk's office will be closed in addition to the current holidays, Martin Luther King Jr. day, Election Day and the PM of any primary and registration days.

The Town Clerk's office will be open Monday through Friday 9:00 AM to 12:00 PM and 1:00 PM to 4:30 PM—During Tax collection the office will be open Wednesdays until 6:00 PM

Clerk's Office Spring/Summer (May through Sept) hours are M-Th- 9-NOON and 1:00-4:30 and Friday 9-NOON

Vacation time: 1 through 5 years	5 days
6 through 10 years	10 days
11 through 15 years	15 days
16 through 20 years	20 days
21 and over	25 days

Highway Superintendent to be authorized to obtain bids on oil, bituminous etc. and to spend no more than \$1500.00 for small tools in 2017.

Supervisor Jones will act as the Town of Carroll fiscal officer and funds shall be invested in CD's or Treasury bills or any savings account at the discretion of the Supervisor. The Supervisor will be authorized to sign any written agreement with the bank wherein they pledge securities etc.

Jamestown Post Journal will be named as newspaper for all legal advertising at the current rate submitted by them to date, \$.485 per line for the first insertion and \$.395 per line for additional insertions of same copy. Tabular matter or intricate composition will be \$.08 per line added to the initial insertion. These rates are established by the NYS Legislature in accordance with circulation.

Deputy Town Supervisor will be Todd Ekstrom

Deputy Highway Supt. and wage – Michael Walker, \$22.48 per hour

Standing Committees are as follows:

Highway, Streets, Sidewalks, Lighting, Landfill: T. Allison, Chair; T. Ekstrom, M. Lingenfelter, P. Webb

Election: Town Board

Insurance: Todd Ekstrom, Chair, Patty Ekstrom, T. Stelmack

Civil Defense & Welfare: T. Ekstrom, Chair; Chief Tim Wright, J. Jones, Dan Sisson

Water J. Jones- Chair, M. Lingenfelter, D. Sisson, Brad Long, T. Fenton

Town Hall & Buildings: J. Jones, Chair; T. Allison, K. Dahlgren

Park: M. Lingenfelter, Chair; T. Allison, P Ekstrom, T. Stelmack

Employee Committee – Labor Management: T. Ekstrom, Chair; T. Allison, D. Sisson, M. Lingenfelter, T. Stelmack

Records Management: K. Dahlgren-Chair; J. Jones, T. Stelmack

Recreation Committee: Patty Ekstrom, Chair; William & Louise Hair, Jim Hale

Grant Committee: T. Stelmack, M. Lingenfelter, J. Black, K. Dahlgren, B Cessna

The Supervisor shall be authorized to pay all bills in connection with labor when presented for recreation programs, senior citizens, water district, highway, custodian, deputy clerks and all utility and insurance bills.

The rate for mileage reimbursement will be .53.5 cents per mile

the motion to accept the organizational agenda as presented by Councilwoman Ekstrom, seconded by Councilwoman Lingenfelter, Supervisor and 4 Councilmembers voting aye, and one absent, motion carried.

Council signed the Agreement to spend highway funds.

Motion made by councilwoman Lingenfelter to continue shared services with the county, second from Councilwoman Ekstrom, Supervisor and 4 council voting aye, one absent, motion carried.

The new sidewalk plow is working well as reported by Highway Superintendent Tom Allison

Dan Sisson, Water Supervisor aired that they just replaced the well 2furnace.

Motion made by Councilwoman Lingenfelter to allow the Water Department to trade the John Deere 0 turn at a trade difference of \$3535.00. Supervisor and 4 Council voting aye, 1 absent, motion carried.

A plaque was presented to Patrick Harvey thanking him for his years of service as the dog catcher.

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Patty Ekstrom thanked Pat Harvey and Laura Greenwood for their service and dedication to the town.

Supervisor Jones is in receipt of a letter from the Ivory Cemetery association, with a concern of a beaver damn that is causing issues. Supervisor Jones said that he needs to get a hold of the DEC to see what can be done.

Kevin Honey will have the Supervisors 2016 financial records at the Town Hall on 1/27/17 for the Board to audit.

The phone system at the Town hall is currently down. The Town Clerk is working to find a new phone system at a reasonable cost. Supervisor Jones told Tenneil to shop around and let him know what she found.

Motion to adjourn made at 7:25 by Councilman Ekstrom, seconded by Councilwoman Lingenfelter, motion carried.

Laura S Greenwood