

**The Town of Carroll
Town Board
Wednesday, July 10, 2019
6:30 PM
Town Hall**

Minutes

1. Attendance

Attachment 1.0

2. Call to Order:

Supervisor Smith calls meeting to order.

Supervisor Smith leads the Pledge of Allegiance.

3. Public Statements, Presentations, Questions:

Gerritt Cain- running for Co. Legislator, states he has new ideas for the Gov. in Chaut. Co. He can be contacted via Google, FB, and email to hear more about his ideas.

Laura Smith – Please see attached document which was read aloud. Attachment 2.1

3. Meeting Minutes:

Authorization to accept the minutes of the last regular meeting, held on June 12, 2019.

Motion Tom Fenton 2nd on motion Todd Ekstrom, carried

Authorization for the payment of the monthly bills:

GENERAL 2019-07 #45 thru #192 in the amount of \$58,028.65

HIGHWAY 2019-07 #140 thru #159 in the amount of \$12,037.83

WATER 2019-07 #90 thru #104 in the amount of \$5,615.37

Motion Ken Dahlgren 2nd on motion Todd Ekstrom, Carried

5. Town Issues:

6. Old Business:

-Sign at Town Park- Christy from Chaut. Sign Company will attach “In memory of Willis C. Hale” along the lower border of the sign. Next year- plan is to replace the official Willis C. Hale sign at the top of the hill, entering the park.

-Water St. Fire Hydrant Insurance claim- Paul Webb sending a letter to the individual who hit it and we have not heard back. Paul suggested we could sue the individual.

3.0 New Business:

-Summer Rec – Letter from Krysten Sisson read by Laura Smith... attached 3.1

-Wages- Krysten was informed of her wage (\$11.10 hr) and it was agreed upon at the time of acceptance of the position.

-Procedures/accountability- Laura asks when does Kim Dilts bring money to town?

Tenneil stated Kim said she would bring it with payroll. Laura and board agrees it needs to be brought daily to the town clerk.

-Frew Run Creek- Flooding/Calls- must have DEC permit to fix any issues with Frew Run Creek. At this time we do not have permission to fix the creek. Jim Mitchener suggested each home owner call DEC to get a person permits to fix their deeded portion of the creek.

Lori Sorg- suggests there may be some assessment relief if people have reoccurring flooding issues.

Laura Smith- Spoke with Jesse Robbins, Town Supervisor of Busti, working on a shared agreement for Code Enforcement.

4.0 Action Items:

4.1 Policies

a. Credit Card Policy-

attachment 4.1

b. Cellular Telephone Policy

attachment 4.2

Motion was made to pass above policies by Todd Ekstrom and 2nd by Patty Ekstrom, carried.

4.2 Agreed Upon Procedures Audit

Called Buffamante Whipple, Buttafaro- Waiting on a call back

Called Schaffner Knight, Minnaugh- Chris Smith- They do not perform municipal audits, but said that trying to do an audit on records that do not exist or are incomplete is impossible because you can't audit records you don't have. He said an agreed upon procedures of course can be done, but again with incomplete records, the report will be that the records are incomplete.

Chris said in his opinion as a professional and as a resident , he would more like to see an audit completed on the 2018 financials to show that the accountant we have now is competent, transparent and has complete financial records.

Called Drescher and Malecki- spoke with one of the partners, he will meet with the other partners and let them know what we are looking for and then they will have a better timeframe. Has worked closely with BLB and is very trusting of them and their work. They would consult with BLB to find out where the focus should be and then they would have a better idea of cost.

A motion was made by Laura Smith and 2nd by Ken Dahlgren for an agreed upon procedures audit, carried.

Crystal Gibson states the board members audit the books each year- so why if they believe there is money missing did they sign off on the books? Ken Dahlgren says they are not auditors

and cannot catch things such as deposits not being made in a timely fashion. Laura Smith points out that the board is given a NYS Comptroller form to follow when doing yearly audits. This form explains what to look for along with a check list.

Laura then asked Patty Ekstrom to please turn in her summer rec records from 2013-2017 to include daily enrollment, daily income records to be turned in to Tenneil Town Clerk. Tenneil has 2017. Patty states she turned records into Jack Jones and to check with Jack Jones.

Laura reads past minutes which states as follows:

Feb 2018 meeting- Patty Ekstrom stated that she would not turn the records in, that she was certain the state was coming and she would turn them into the state.

Paul Webb suggested making a motion directing the records to be returned to and stored in the Clerk's Office.

Motion was made for Patty Ekstrom to turn records into the town clerk by March 1, 2018. March 14 meeting, no records had been turned in.

Statement read from Patty Ekstrom saying she tuned the records over to her lawyer for safe keeping or until some sort of professional comes to audit the program.

Letter to Patty Ekstrom from Paul Webb March 16

April 11 meeting, Patty Ekstrom gave the clerk the 2017 summer rec records, indicating that she had not turned them over to Jack Jones before he left office, but that the other years she said she gave to Jack Jones before he left office.

May 9 meeting- Patty Ekstrom was asked if she had located any records, she stated they were probably in boxes returned from Kevin Honey.

June 13 meeting- Patty Ekstrom was asked if she had located any summer rec records, she stated she had not and she does not know their whereabouts.

4.3 Water bill Adjustment: If there is a past due amount the past due and current bill must be paid in full in 30 days of adjustment, or the back charges that have been reduced will be added back to the bill.

5 PERSONNEL:

5.1 Resignations/Retirements/Leaves of Absence:

5.2 Appointments:

Kiara Machincin- Summer Rec

Joey Pillittieri- Life Guard

Motion was made by Todd Ekstrom, 2nd by Patty Ekstrom, to appoint the above individuals, carried

6 CONTRACTS/AGREEMENTS:

7 INFORMATIONAL

Monthly Supervisor Financial Report: Attachment 7.1

Monthly Town Clerk Report: Attachment 7.2

Police Chief (William Nelson)- absent

Highway Superintendent (Jim Mitchener)- Flood June 20th- repaired most of the heavily damaged roads, except Bain road. June 30th- pipe in Highway garage broke and flooded garage- insurance adjuster has been in and Service Pro has been cleaning up the damage. Had a meeting with Shelly O'Boyle about the shared service agreement with the school, Winter Recovery funds have been reinstated.

Water Supervisor (Dan Sisson)- updated meters

Animal Control (Nick Cusimano)- absent

Code Enforcement Officer (Al Gustafson)- absent

Assessor's Office (Laurie Sorg) Attachment 7.3

County Legislator (John Davis)-absent email read Attachment 7.4

Dan Sisson- communication dies at the county line. Fireman went to John Davis regarding this issue. Appreciate John working on this.

Council-

- Ken Dahlgren-
- Patty Ekstrom-
- Todd Ekstrom-
- Tom Fenton-

Supervisor

- Laura Smith- LED lighting- reached out to Gary Nelson from Martz Observatory. They said the LED lights are wonderful
- Gray Insurance Bill- This is the town insurance renewal which renews every year in July.
- Budget Transfers- Attachment 7.5
 - Motion was made by Todd Ekstrom and 2nd by Ken Dahlgren to accept the budget transfers attached, carried.
- Asks about alarm system at Highway Department and if anyone received notification that the building was flooding. Dan Sisson said he received a call stating faulty ground but didn't think it was a real issue. Laura advises each alarm call be looked into.

Public Statements:

-Polly Hanson-

1.) Summer rec \$- is there a protocol given to employees when hired?

2.) Dana Lundberg- why is he being used? – board informs her he was approved a couple of meetings ago on an as needed basis.

3.) \$ for litigation of dump deal- questions the board about writing a letter to Jones family to stop the fight for landfill.

8. Adjournment:

A motion was made by Tom Fenton and 2nd by Patty Ekstrom to adjourn at 7:37 pm, carried.