

The Town of Carroll Town Board met on Wednesday, February 14, 2018 at 6:30 pm for a regular board meeting. Present were:

**Board Members:** Supervisor Laura Greenwood, Tom Fenton, Kenneth Dahlgren, Patty Ekstrom

**Board Members Absent:**

**Public in attendance:** Carol Pope, John Davis, Bill and Debbie Nelson, Paul and Kris Yeskey, Dave and Trudy Bloomquist, Sherry Jacobson, Dave and Ann Rublee, Moses, Jacob, Polly Hanson, Jon Anderson, Betsy Dahlgren, Dave Ekstrom, Nathan Peterson, Harold Lobb, Elaine

**1. Call to Order:**

Supervisor Greenwood calls meeting to order.  
Supervisor Greenwood leads the Pledge of Allegiance.

**2. Public Statements, Presentations, Questions:**  
(Please stand and state your name and address for the clerk)

**3.0 Minutes of the last regular meeting (and or special meetings):**

**Motion Ken Dahlgren 2<sup>nd</sup> on motion Patty Ekstrom All in favor, carried.**

**4.0 Monthly Bills of the last regular meeting:**

GENERAL 2018-02 #21 thru #53 in the amount of \$ 33,234.21  
HIGHWAY 2018-02 #13 thru #31 in the amount of \$ 79,071.92  
WATER 2018-02 #11 thru #29 in the amount of \$ 5,891.65

**Motion Patty Ekstrom 2<sup>nd</sup> on motion Tom Fenton In favor 1, Opposed 1, carried.**

**5.0 Town Issues:**

**6.0 Old Business:**

- 6.1** Well 5- Revisiting the DEC Proposal from 2017 – On 2/7/18 Dan spoke with the DEC and they no longer are agreeing to give us the \$50,000. Waiting on an email regarding this issue. Waiting on email from George Momberger.
- 6.2** Building Keys. Mark Jackson purchased the materials months ago to change the locks at the Town Hall and would like to know when he can expect to be on the schedule to install.
- 6.3** Todd Ekstrom has the new keys for the town hall and has been contacted

numerous times to drop keys. He has now agreed to drop off to the 2/15/2108 town hall.

## **7.0 Action Items:**

- 7.1 Dan Sisson- Water Supervisor- Authorization to go out to bid for a new 1 ton utility truck to replace our 2012 Chevy 1 Ton Truck.

**Motion to go out to bid for new 1 ton utility truck**

**Motion Patty Ekstrom 2<sup>nd</sup> on motion Ken Dahlgren All in favor, carried.**

- 7.2 Authorization to adjust water bill on 81 Falconer St. End of Oct 2017 bills for \$1,103.60.

Average bills for the past year was \$173.68.

Motion to adjust water bill to half, \$551.80 due for month of Oct 2017, for 81 Falconer St. if all past water bills are paid in full in the amount of \$313.20.

**Motion Laura Greenwood 2<sup>nd</sup> on motion Ken Dahlgren All in favor, carried.**

- 7.3 Tom Allison- Highway Superintendent- Needs Board resolution to advertise and select an engineering firm to write an application for grant funding under the guidelines of the "Bridge NY" program for the replacement of a 6' culvert on Wigren Rd.

Timeline to advertise for and select a firm to write the grant, find an engineer, put project out for bid, do all inspections through completion.

1. Start advertising Feb 16, applications will be accepted at the town hall until 10am on February 22, 2018, at which time the applications will be reviewed and accepted or rejected by the grant committee and Tom Allison, to be awarded February 26, 2018.

**Motion Tom Fenton 2<sup>nd</sup> on motion Patty Ekstrom All in favor, carried.**

2. Board resolution to accept the agreement to spend Highway funds as presented then. It along with a copy of the Highway Inventory and a copy of the 2018 Budget must be submitted to Chautauqua County.

**Motion Ken Dahlgren 2<sup>nd</sup> on motion Tom Fenton All in favor, carried.**

7.4 Move to authorize the Highway Department to go out to public to purchase a 2017 or newer ¾ ton pickup. Advertising to begin on February 20, 2018 with bids due by February 27 at 10am at the Town Hall and accepted or rejected at March 5, 2018 board meeting.

*Motion Patty Ekstrom 2<sup>nd</sup> on motion Tom Fenton All in favor, carried.*

7.5 **PERSONNEL:**

7.5.1 **Resignations/Retirements/Leaves of Absence:**

7.5.2 **Appointments:**

**LIFEGUARDS:**

Upon the recommendation of the Board, the following shall be added to the student lifeguard list for 2018:

Riley Chitester

*Motion Patty Ekstrom 2<sup>nd</sup> on motion Tom Fenton All in favor, carried.*

8.0 **CONTRACTS/AGREEMENTS:**

**Attachment 8.1**

*Move to authorize the Supervisor to sign the agreement between the Town of Busti and the Town of Carroll for assessing services.*

*Motion Ken Dahlgren 2<sup>nd</sup> on motion Patty Ekstrom All in favor, carried*

9.0 **Informational**

Monthly Supervisor Financial Report:

Attachment 9.1

Monthly Town Clerk Report and tax report:

Attachment 9.2 & 9.3

**Police Chief (Jim Curtis)** - Start process to fill Justin Lingenfelter position which was never filled when Justin resigned. Permission to put an ad for an officer and revisit at March meeting. Request a meeting with the public safety committee.

**L. Greenwood**- ask Jim to recreate a new public safety committee, Jim being the chair person, one board member in total including 5 people from different aspects of the community. Example one fire department

**J. Curtis-** asks what the status of the heater in the garage?

**T. Allison-** heater is in and working.

**Highway Superintendent (Tom Allison)-** Working on fixing things, salt shipment is current underquote for the year- may have to store some to get to our 70% order quota. Currently at 150 ton away from 70%.

- Selling property on Pearl St. across the river from VacAir the town acquired though a tax sale and one on Centennial may want to think about selling. Laura will speak to Attorney Paul Webb and revisit in March meeting.

**Water Supervisor (Dan Sisson)-** Water leak on Falconer St. Lost 140 gals in one day. Wigren rd.- tank has property and we a right-a-way on 1093 Wigren which is currently for sale. Would like to look into purchasing this property to have a town owned driveway and do some updating to this area. Currently asses for \$21,300 and for sale for \$23,600

**Animal Control (Don Sparling) -** 28 Complaints this month, 2 court cases, 2 dog bites and 346 miles traveled.

**Code Enforcement Officer (Al Gustafson) -** absent

**Assessor's Office (Laurie Sorg) –** absent.....see report

**County Legislator (John Davis) -** spoke with Co. Executive George Borrello wrote a 10 page letter with his view and PJ Wendel wrote a 3 page response and the Department of Public Facilities, Geologist for the Co. wrote a 5 page response- letters to the DEC on behalf of the Town of Carroll and SeaLand situation.

### ***Council-***

**Ken Dahlgren-** Easter Egg hunt March 31<sup>st</sup> at 11 AM. Helps to arrive at 10:00 am. Comprehensive plan meeting, 40 people came, next step- planning committee needs to meet and have an official public hearing to get approval progress with County and take it to the board.

**Patty Ekstrom-** Set up a meeting with Sarah Moller to discuss what is expected of her.

**Todd Ekstrom-** absent

**Tom Fenton-** Selling timber off of town owned property. Will have the timber management looked at. Laura will speak to Attorney Paul Webb and revisit in March meeting.

**Supervisor (Laura Greenwood)** - Discuss the town current Fund Balance situation. The Fund Balance is very low and the town is in need of some additional revenue. Discuss the local law to go over the tax cap which is anticipated to be voted on next month

Update on Conversation with Paul Webb- met with last month, update on the budget and SeaLand situation. State Comptroller audit situation- Paul is not aware of any audit being conducted. See attachment from Paul Webb...

Town Board to Audit Clerk and Supervisor Books  
-Both are available now and ready to audit

Clerk book date - when board members are available  
Supervisor Date - when board members are available

Board is advised to refer to Fiscal Oversight Manual from NYS OSC

and Ken Dahlgren- States every year the Town Board audit the Clerk Books has used the NYS OSC check list

Trudy Bloomquist- question why the books were out of the town hall and where they were located.

Laura Greenwood- States Kevin Honey, bookkeeper had them.

3/14/18 Public Hearing for Local Law

Painting and repairs in the Town Hall, updates

Discuss Records Retention MU-1 Schedule- a concerned board member stated Sup. Greenwood was not being transparent and concerned about what she is shredding. Laura explains the MU-1 retention schedule. Most things are 6 years, payroll permanents, birth, death records are permanent. Court, Bob Gray, is also working with us in the purging. An individual from the Co. is coming in to help with purging items in the court. All shredded documents must be recorded. The recorded records will go to the board.

Paul Webb – advised Sup. Greenwood to the town board make a motion to have all, Swim and Summer Records returned and stored in the Town Hall records returned to the Town Hall.

**Patty Ekstrom**- states she will not hand them in to the Town, she will give them to the State, she, personally, has been in contact with the state. She states copies of receipts are at the Town Hall.

**Laura Greenwood**- states we need all records. If the State Comptroller is coming in they will work with the entire board not one board member individually.

**Polly Hanson**- asks for records to be duplicated and turned in.

**Patty Ekstrom**- States she could burn the records like Anna Gifford did.

**Ken Dahlgren**- asks for clarification of what exactly needs.

**L. Greenwoods**- says all reports, giving us the number of children who attended to compare the amount of money which was turned in verse the amount brought in.

**John Davis**- asks is this a town funded program.

**Patty Ekstrom**- Swim program has nothing in the town hall and she refuses to turn in corresponding reports. She has been advised not turned in, and have them altered or shredded. December 31<sup>st</sup> Jack Jones called Patty Ekstrom to tell her where the box was placed in the basement was placed.

Tom Allison- give a copy and keep a copy.

Patty Ekstrom responds to Ken Dahlgren's request to turn in Summer Rec reports which Ken states, these reports numbers have been set in the 2017 Supervisor Reports for the past year for auditing purposes Patty responded "I could write up something for each year that I have".

Motion to have Summer Rec Records from the Summer Rec Program for the past five years be returned to the Town Hall and Record Keeper by March 1, 2018.

*Motion Laura Greenwood 2<sup>nd</sup> on motion Tom Fenton, 1 in favor (Ken Dahlgren), and 1 opposed (Patty Ekstrom).*

**8. Adjournment: 8:51PM**

*Motion Tom Fenton 2<sup>nd</sup> on motion Laura Greenwood, carried*

**Tenneil L. Stelmack, Town Clerk** \_\_\_\_\_