

## ALMOND TOWN BOARD REGULAR MEETING

December 8, 2015

The Regular Meeting of the Town Board of the Town of Almond, County of Allegany and State of New York was held at the Almond Municipal Building on the 8<sup>th</sup> day of September, 2015. The meeting was called to order by Supervisor Richard Stuart at 6:00 pm with the Pledge of Allegiance.

**Present:** Supervisor Stuart, Board Members Jo-Anne Freeland, Dawn Wildrick-Cole, Larry Perry and Kim Costello, Town Clerk Arlene McMahon, Town Clerk-Elect Teresa Jaycox, Bookkeeper Debra Castle-Harvey, Highway Superintendent Jamie Mansfield, Justice Paul Johnson, Codes Officer Bill Ells, Don Weiman and Karl Grantier.

**Approval of Minutes:** A motion was made by Dick, and seconded by Dawn to approve the minutes of the November, 2015 meeting with the following correction: On page 2 under "Surplus fund balance", the first bulleted item should read: "The Town will consider such fund balance surpluses THAT ARE REMAINING AT THE END OF THE FISCAL YEAR for one-time expenditures that are.....etc. The motion passed with all in favor.

**Supervisors Report:** A motion was made by Dick and seconded by Kim to approve the following budget modifications, as well as additional modifications needed to be done before the January board meeting at the bookkeeper's discretion and with the Supervisor's approval.

- **Final Budget Modifications**

- A1990.4 CONTINGENCY \$526.63
  - A1650.4 COMMUNICATIONS \$526.63
    - Not enough budgeted in Communications.
- A1990.4 TOWN CLERK/TAX COLL \$4.14
  - A1410.4 TOWN CLERK/TAX COLL \$4.14
    - Over budget.
- DA599 APPROPRIATED FUND BALANCE \$3,441.06
  - DA5130.2 MACHINERY EQUIPMENT \$3,441.06
    - Last pymt for road widener, did not budget for in 2016.
- DA511 APPROPRIATED RESERVES \$28,164.13
  - DA5130.2R MACHINERY EQUIPMENT \$28,164.13
    - Machinery Reserve for dump body, sander, and plow for little truck.

The motion passed will all in favor. The complete report is on file in the Clerk's office.

In response to a question by Jo-Anne, it was decided that the Town Justice will administer the oath of office to the incoming supervisor, Dawn Wildrick-Cole and the incoming town clerk/tax collector, Teresa Jaycox on January 1, 2015.

**Town Clerk:**

- New Town Clerk/Tax Collector hours will be Monday and Wednesday from 8 to 4. The Tax Collector will also have hours on Saturdays during January from 9 to Noon.
- A motion was made by Dick and seconded by Jo-Anne to set aside \$500 for salary for Arlene McMahon during the month of January for training the new Town Clerk, and to appoint Arlene as Deputy Town Clerk/Tax Collector for that month.

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**Assessor:** No report.

Bill Ells confirmed after talking with assessors in neighboring towns that the Board's understanding that the \$5.00 per parcel for being at 100% assessment after the 2012 revaluation would remain for five succeeding years was correct at the time, but since then the State took that provision away, and now it only pertains to the first year after a total revaluation.

### **Highway Superintendent:**

- Cutting brush with roadside mower on Sisson and Clark roads
- Trimming low tree branches that hit or will hit trucks during plow season.
- Patching pot holes on dirt roads.
- Working of road signs. Street name signs put up at Pennsylvania Hill, John Dixon and Mike Dixon. New "Seasonal" sign put up on Ryan Road at turn around above Game Warden, "Stop" sign put up on Mike Dixon
- Sanded County roads and higher elevation roads on 11-24-2015
- Screening gravel in the pit
- Serviced Ferris mower
- Serviced Village tractor and installed plow
- Repacked side dump cylinders on the '03 and '01 ( 4 cylinders total)
- Replaced cross members on bottom of '01 Sterling dump body, some rusted thru and some in bad shape
- Serviced grader
- Oiled the underside of all the trucks
- Had an electrical issue on pickup plow; found the problem and corrected
- Installed pallet racking in cold storage area and organized it
- Cleaning up shop and organizing tools and supplies
- Guys have been using up personal time and some vacation time

The complete report is on file in the Clerk's office.

Jamie also reported that a cable snapped on one side of the overhead garage door; during repair it was noted that a panel needs to be replaced due to rusting on the bottom of the door. He also stated that the band saw needs to be replaced – estimated cost \$1299

A motion was made by Dick and seconded by Kim to replace the panel on the garage door at an estimated cost of \$900. The motion passed with all in favor.

A motion was made by Dick and seconded by Larry to replace the existing band saw at an estimated cost of \$1300. The motion passed with all in favor.

The Highway Department will construct a new recycling container to replace the existing one at the Municipal Building and to make it more secure. The Almond Historical Society currently redeems the recyclables as a fund raiser.

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**Code Enforcement:** Bill reported on current projects.

**Planning/Zoning:** Bill wrote the letter referenced at last month's meeting regarding a property division. He and the Clerk started a new file on minor subdivision matters. He noted that Planning Board files should be in the Clerk's office also, since Planning Board members may change from year to year. Bill thanked the outgoing Supervisor and Clerk for their help.

**Dog Control:** No report.

**Municipal Building:** Dick talked with Josh McGraw about the ongoing security lock project. It was confirmed by the Justice that the password system that is in progress is the one which was approved by the Justice Grant and therefore is the one that needs to be completed.

**Abstracts:** A motion was made by Dick and seconded by Kim to approve Vouchers #390-423 on Abstract #12 of 2015 in the amount of \$50,870.98:

- General Fund in the amounts of \$7,779.98 (A) and \$2200.00 (B)
- Highway Fund in the amounts of \$38,071.41 (DA) and \$2,045.01 (DB)
- TA voucher numbers 32-33 in the amount of \$774.58

The motion passed with all in favor.

**Other Matters To Come Before the Board:** Dawn researched the matter of inserting the newsletter in with the tax bills and talked with the County Treasurer about it. The statute doesn't specifically say no, but there are opinions from the State that say we're not supposed to put any Town propaganda in with tax bills. The newsletter is probably right on that line. The bigger issue is that you need a Town Law in order to do so. Therefore, the newsletter will continue to be distributed as in the past, and not in the tax bills.

Dawn asked that the minutes reflect appreciation to Dick and Arlene for their service.

The meeting was adjourned at 7:15 pm with a motion by Dick and second by Larry. The motion passed with all in favor.

Respectfully submitted,

Arlene McMahan, Town Clerk