

ALMOND TOWN BOARD MEETING
April 12, 2016

The 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 12th day of April. The meeting was called to order by Dawn Wildrick-Cole at 5:30 pm with the Pledge of Allegiance.

Present: Supervisor Dawn Wildrick-Cole, Board Council Members Jo-Anne Freeland, Kim Costello, Town Clerk Teresa Jaycox, Highway Superintendent Jamie Mans eld, Codes O cer Bill Ells, Zoning Board of Appeal Chairman Don Weiman, Alfred Almond Community Sports Association Designee Quentin Castle

Absent – Board member Larry Perry, Bookkeeper Debra Castle-Harvey. Observing Justice Paul T. Johnson, and Arlene McMahon former Town Clerk

1. Approval of Minutes from March 8, 2016 – After discussion and redaction to an item on last month’s agenda a motion to approve made by Kim, seconded by Jo-Anne, aye Dawn
2. Reports
 - a. Supervisor’s report:

Town of Almond
Supervisors Report
APR 12, 2016

BOOKKEEPER

- **Notable Cash Receipts (since last meeting)**
 - Towns Share of Justice Fees FEB - \$1,258. (A2610)
 - County Snow Removal Contract \$58,047. (DA2300C)
 - Tax Collector petty cash was returned \$200. (A210)

BUDGET MODIFICATION

- B1620.4 SHARED BUILDING EXPENSES \$355.47
 - B1620.41 SHARED BUILDING EXPENSES BOILER \$355.47
 - Annual boiler servicing under budgeted.
 - Village kick in 1/2 of the total bill \$555.47?
- A599 APPROPRIATED FUND BALANCE \$95
 - A1920.4 MUNICIPAL ASSOC DUES \$95.
 - Over budget, correcting \$150 NYS SUPTS OF HWY DUES in year that it represents (2015 was under budget).

Discussion involving the Budget Modification for Shared Building Expenses. Dawn will clarify B1620.4 Shared Building Expenses \$355.47 – tabled for next month.

MONTHLY REPORT OF SUPERVISOR

TO THE TOWN BOARD OF THE TOWN OF ALMOND :

Pursuant to Section 125 of the Town Law, I hereby render the following detailed statement of all moneys received and disbursed by me during the month of March, 2016:

DATED: April 1, 2016

SUPERVISOR

	Balance 02/29/2016	Increases	Decreases	Balance 03/31/2016
A GENERAL FUND - TOWNWIDE				
CASH - CHECKING	0.00	20,963.94	20,963.94	0.00
CASH - SAVING	249,720.98	6,807.47	20,963.94	234,564.51
PETTY CASH	300.00	0.00	0.00	300.00
GARAGE REPAIR RESERVE	36,172.82	0.00	0.00	36,172.82
COMPLETE STREETS	3,010.42	0.00	0.00	3,010.42
DOG CONTROL RESERVE	5,938.39	0.00	0.00	5,938.39
CEMETERY RESERVE	25,125.63	0.00	0.00	25,125.63
TOTAL	319,268.24	27,771.41	41,927.88	305,111.77
B GENERAL OUTSIDE VILLAGE				
CASH - CHECKING	0.00	3,055.75	3,055.75	0.00
CASH - SAVINGS	24,257.77	112.36	3,055.75	21,314.38
YOUTH PARK RESERVE	10,723.99	0.00	0.00	10,723.99
TOTAL	34,981.76	3,168.11	6,111.50	32,038.37
DA HIGHWAY TOWNWIDE				
CASH - CHECKING	0.00	34,287.65	34,287.65	0.00
CASH - SAVINGS	241,829.62	58,051.49	34,287.65	265,593.46
MACHINERY RESERVE	233,991.15	0.00	0.00	233,991.15
BRIDGE RESERVE	53,156.31	0.00	0.00	53,156.31
TOTAL	528,977.08	92,339.14	68,575.30	552,740.92
DB HIGHWAY OUTSIDE VILLAGE				
CASH - CHECKING	0.00	1,039.87	1,039.87	0.00
CASH - SAVINGS	232,069.50	504.24	1,039.87	231,533.87
ACCRUED BENEFIT RESERVE	86,092.00	0.00	0.00	86,092.00
TOTAL	318,161.50	1,544.11	2,079.74	317,625.87
SF FIRE PROTECTION DISTRICT				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
TA TRUST & AGENCY				
CASH - CHECKING	16,219.41	25,169.31	40,404.76	983.96
TOTAL	16,219.41	25,169.31	40,404.76	983.96
TOTAL ALL FUNDS	1,217,607.99	149,992.08	159,099.18	1,208,500.89

i Updates

- Review of equipment list: to be tabled until budget workshop
- Annual county payroll audit to take place on Monday, April 18th, 2016 @ Municipal bldg. Deb will oversee.
- Allegany County local law change. Dawn read the stipulations. The transfer station will still accept recyclables and the county is looking for independent contractors to bid to remove waste to other dump sites as the Allegany landfill is nearing capacity and will be closing. Seeking municipal approval in case one of the Municipalities wants to take this over.
- Trainings – Dawn will be attending Southern Tier West @ Houghton on May 11, 2016. She opened up the invitation to any other board members. Also, and Association of Towns finance and practices training May 5th and 6th in Buffalo, and one is May 12th and 13th in Saratoga Springs. Town Highway June 6th thru the 8th and Jamie would like to go. She approves of any training needs.
- Larry Perry has been appointed at the last meeting as Deputy Supervisor for 2016. He has signed all the bank signature forms and a copy of the minutes need to be forwarded.
- Proposed review of procurement policy. Available for comments or corrections or input with Dawn for re-approval at the June meeting.

ii The financial Report is above i Updates. Motion to accept the Budget Modifications and get clarification of the B1620.4 amounts for next month. Dawn, seconded by Kim, Jo-Anne aye

b. Town Clerk/Tax Collector

COLLECTOR'S SETTLEMENT STATEMENT		ALMOND	
Paid to Supervisor	Teresa Jaycox	\$	602,491.00
Due to Supervisor			
Taxes Collected by County Treasurer			
Corporation			
State Land	\$ -75,172.31		
Collector Paid to County Treasurer		\$	765,388.41
Taxes Returned to County Treasurer			
Unpaid			
Charge Backs	\$		
State Land	\$		
Amount Due County Treasurer	\$ (0.00)	\$	70,201.09
		Ck #	1137
Total			
Amount Due to Collector			
Warrant			
Collected by Receipts		\$	1,438,080.50
Collected by County Treasurer			
Taxes Returned to County Treasurer			
Warrant	\$ (0.00)		
	4/7/2016 8:22	% collected	92%

Charges Backs

dollar charge \$ 2.00
 # of parcels returned 91 \$ 182.00

Collectors Affidavit

State of New York
 County of Allegany, Town of Almond
 Teresa Jaycox, being duly sworn, says that she is the collector of taxes for said Town; that this sheet contains a true account of taxes remaining unpaid upon the tax roll of said Town delivered to her on or about January 1, 2016, that the sums mentioned in such account remain unpaid.

Teresa Jaycox
 Collector

Sworn to and subscribed before me this 7th day of April, 2016.

Jenna L. Nelson
 Notary Public

JENNA L. NELSON
 Notary Public, State of New York
 No. 2169
 Qualified in Allegany County
 Commission Expires February 1, 2020

Final Collectors Settlement 2016

TOWN CLERK'S MONTHLY REPORT

TOWN OF ALMOND, NEW YORK

MARCH, 2016

TO THE SUPERVISOR:

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Pursuant to Section 27, Subd 1 of the Town Law, I hereby make the following statement of all fees and moneys received by me in connection with my office during the month stated above, excepting only such fees and moneys the application and payment of which are otherwise provided for by Law:

A1255	4	LANDFILL TICKETS	3.00	
			TOTAL TOWN CLERK FEES	3.00
A1603	2	VITAL STATS FEE	150.00	
			TOTAL A1603	150.00
A2410	3	BUILDING RENTAL	250.00	
			TOTAL A2410	250.00
A2544	9	DOG LICENSES	64.50	
			TOTAL A2544	64.50
A615	2	SECURITY DEPOSIT	100.00	
			TOTAL A615	100.00
DISBURSEMENTS				
PAID TO SUPERVISOR FOR GENERAL FUND				567.50
PAID TO AG & MARKET'S FOR DOG LICENSES				11.00
PAID TO DEPT OF PUBLIC WORKS FOR LANDFILL TICKETS				57.00
			TOTAL DISBURSEMENTS	635.50

APRIL 6, 2016

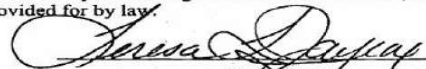

 Dawn Wildrick-Cole

SUPERVISOR

STATE OF NEW YORK, COUNTY OF ALLEGANY, TOWN OF ALMOND

I, Teresa Jaycox, being duly sworn, says that I am the Clerk of the Town of Almond that the foregoing is a full and true statement of all Fees and moneys received by me during the month above stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

Subscribed and sworn to before me this


 Town Clerk

6 day of April 2016

 Almond Town Justice
 Notary Public

Motion to accept the Town Clerk/Tax collector reports by Kim, seconded by Dawn, aye Jo-Anne

- c. Justice – Busy winter. Traffic Diversion program for this quarter \$1,400.00. Lots of patrolling in the area by the Troopers. Security system on front door up and running for anyone that wants a code.
- d. James Devlin/cleaner: There is a note from the cleaner requesting: the sink faucets in the utility closet need to be replaced. Got an estimated. Wants three spare

- e. Pumps for the boilers on the premises. Discussion that the pumps are on warrantee and Kuhn will have some on hand for this building. The heating season is pretty much over.

Dawn will run the faucet amount with the Village in hopes to split the cost. Also will check if Jim is going to do the installation. Tabled for next month

- f. Assessor – Dawn has talked with Bobbi – no report available.
- g. Highway Superintendent

Highway report
March 9, 2016 – April 11, 2016

Plowed and sanded 6 different days since last meeting. All the days were in April

Ditch work up on Canaseraga road.

05 Sterling had blown exhaust manifold gaskets so we tore truck down and replaced gaskets. Bunch of work removing both turbos, egr cooler, and various accessories.

Hauled 4 loads of scrap to the junk yard mostly old sluice pipes.

Changed out winter tires to the summer tires then sandblasted the winter sets of wheels on the trucks, 24 wheels total, then primed and painted.

Trailer brakes – put parking brakes on trailer so it would pass inspection.

Serviced the loader, oil and filter change, fuel filters and greased.

Changed oil and filters on Dodge 5500.

Fixed tailgate on 2010 Mack. Welds all cracked around handle door opening. Welded plate in place then sandblasted and primed and painted.

Sander control went out on 01 Sterling, took it to Tenco. They sent it to be fixed. I y on getting it fixed (discontinued model not a lot of parts out there). If not able to fix we will have to replace with new updated unit along with wore harness and hydraulic valve.

Wiring issue on 03 Sterling – had to rewire rear of truck to get tail lights and marker lights working again.

MSHW (mining safety) inspection took place on March 31, everything looked good and inspector was real happy with everything. No write ups or violations.

CHIPS 2016-2017. Apportionments (\$141,400.74), and 2016-2017 PAVE-NY Apportionments (\$32,276.13). Total amount is \$173,676.87. The New PAVE-NY amount will have some special rules that are not released yet, waiting on state to approve.

Graded the soccer field and rolled it - will roll other fields when weather is better.

Started brooming – Village rented sweeper truck.

When we had the high winds the back door of the cold storage building blew off and the damage bent a rail on the top. While talking to the county he asked if they'd be interested in splitting the cost of an overhead door because this is where they park their truck in the winter. He said they would split the cost and the estimate from overhead door is \$4,341.00 total. Our shop guys will frame up the opening for a manual chain hoist/lockable type overhead door. Deb bookkeeper said there is money in the garage reserve fund to cover our half of the bill. The door has been very unsafe and bungeed closed so this will be much safer for anyone accessing this area. All agreed this was a good idea.

Next month Jaime will have a list of roads for CHIPS projects.

AU summer help program - Action at end of meeting under proposed resolutions.

Motion to accept HWY report by Dawn, seconded Kim, Jo-Anne aye

h. Code Enforcement/Planning Board

- William Ells updated his pending permits: Mike Covell is working on the garage adding to his house, Tom Wake held signed all his permits now getting ready to begin his new home. Someone is coming in to tear down the old house. Two permits one for demolition and one for construction, Melvin Freeman has put his deck on. The assessor left note wondering if someone was building without a permit. Wrong address given not N. Almond Valley road it was on Karr Valley. Owners name is Kerry Kautzman adding a large addition 2 bedrooms, bathroom and closets. Collected the permit amount and issued the permit. Father from PA is assisting with the building. Everything going fine with permits.
- Attended school a couple weeks ago. 90% of the training does not affect the town type of work. Most of the training is big commercial type structures. Fire truck radius for Walmart type buildings, elevators emergencies and key issues.
- Code Update - new books are coming out now that the budget is passed. Had to take a test at the end of the training and it was tough. Will hear within a month if he doesn't pass and will have to retake, otherwise won't hear. The answers have to be looked up in the book and designated code numbers put on the test answer sheet. Fifteen (15) questions all true and false with 3 minutes a question. Timed and William finished it.
- Big shake up in Albany with several retirees. State wide the average age of Code Enforcement is 57 years old. State level 10 years ago there were 72 officers now there are only 30 cutting resulting from attrition and not rehiring.
- Meeting last week in Savona and 17 were present and William stated that he is one of the youngest people there. It's hard to keep up with all the changes and the computer mandates.

- i. Dawn did hear from the Kristina Hurd/Dog Control Officer this week. A dog owned by a family on Clark road had been struck by the school and someone in Wellsville had picked up the dog and taken it to Wellsville. This is the 6th time she has picked up the dog. Kristina wanted permission to charge a pick up fee knowing that the owners can be difficult. Permission granted and they did pay.
- j. Municipal building & Joint Municipal Programs – Dawn has researched this but is tabling until next month so can be discussed with absent board member who originally requested the information. Summation is Dawn would like to make some changes on the new Town and Village Agreement.
- k. Quentin Castle – Alfred Almond Community Sports Association
 - Board approved the funds for burying the electric on the grounds
 - Discussion regarding paint. Jaime said to send the list to him and he will price it out.
 - There is a **Complete Streets Grant** that Quentin is interested in applying for. Dawn stated there is \$3,000.00 in the fund and the park can send in an application. Keith Stanley has the specifics as the planning got this money originally. Board discussed putting in permanent bench(s).
 - Quentin is looking more for trail maintenance policy for this grant usage. Trails have not been maintained in years and he gets a lot of complaints. Kim offered to clean/mow the trails. (a DR mower)
 - Quentin discussed community service but there would be an issue with supervision. Jo-Anne asked about liability and Quentin explained the blanket park coverage and the individual team coverage. Each league carried accident and liability policies and board officer insurance.
 - Seasons will be opening soon. Fencing projects are moving along future fencing includes by the roadside of the new field. Hopefully when adding team sponsors this will include a place to display their advertising as well as keep cars off the fields.
 - Supervisor asked if the girl scouts were painting over there. They did last year but have not approached Quentin this year as of yet. The students from the SUNY Alfred schedule a day of service and come down to assist with clean up, etc.
 - William Ells mentions the Dodgers from Hornell (C/O of Tom Kinney) could be contacted to come and do field improvements as an outreach for community service. Quentin said if you request certain skilled tasks and they are available the Dodgers will come out. Will get the water truck out soon.
 - The treasurer has some great plans to try and get the association some funding from the State level.

- Hoping to make a better playground and then improvements to the concession stand. Will want to abide by the same policies as the town for anyone hired to do work for or on the AACSA premises.
- Paying for someone to weed whack and mow. There is going to be a work study from Alfred University Jeremy Tomm helping out this year.

3. Review of Abstracts:

General Fund Town Wide – Voucher #s 107-122, 125,136 – 141 -	Total \$11,728.48
Trust & Agency – Voucher #'s 5, 6	Total \$ 1,603.86
Highway Outside Village – Voucher #130	Total \$ 562.50
Highway Town Wide – Voucher(s) 111, 123, 124,126 – 129 – 131 – 135, 142, 143	Total \$22,417.67
	Total Claims \$36,312.51

Motion to pay the bills Dawn, 2nd Jo-Anne, Kim aye

Proposed Resolutions:

- Dawn stated there is an open seat on the Town Board until end of 2016 and she nominated Arlene McMahon, 2nd by Kim, 3rd by Jo-Anne. Oath of office attached.
- Authorizations for training: Dawn asked for approval for her and Jamie to go to DWC training 5/11/16 and if Deb would like to attend the financial training on 6/6/16. If anyone else is interested please send Dawn and email.
- Dawn also stated she confirms the appointment of Larry Perry as Deputy Supervisor for 2016. Motion Dawn, 2nd Kim, Jo-Anne aye.
- Purchase of pickup truck up to \$37,500.00 and authorize the sale of the current truck at the Tietsworth Auction May. Discussion; type of plow, etc., funding (more than enough in DA Machinery Reserve). Resale value will decrease significantly if we hold on to the other truck much longer. Motion by Dawn, 2nd
- The investment policy was on the agenda for this evening. Tabled for next June meeting.
- Resolution to participate in the Alfred University work study program and utilize one of their workers to assist with summer help with our Town highway workers. Motion Dawn, 2nd Jo-Anne, and Kim aye.

Adjourned to closed door Executive Session to discuss personal contract matter(s) at 6:50 pm, motion Dawn, 2nd Jo-Anne, Kim aye.

Began Executive Session at 6:52 pm. Dawn, Jamie, Kim and Jo-Anne present.

Discussions of personnel/contract interpretation. No action taken, tabled until November meeting. Dawn moved to adjourn, Dim seconded, all ayes. Adjourned 7:20 pm

Respectfully submitted,

Teresa L. Jaycox
Almond Town Clerk

OATH OF OFFICE OF PUBLIC OFFICER

TOWN OF ALMOND
STATE OF NEW YORK:
COUNTY OF ALLEGANY:

I, ARLENE McMAHON DO SOLEMNLY SWEAR/AFFIRM THAT I
WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND THE CONSTITUTION OF THE
STATE OF NEW YORK, AND THAT I WILL FAITHFULLY DISCHARGE THE DUTIES OF _____
COUNCIL PERSON OF THE TOWN OF ALMOND TO THE BEST OF MY ABILITY.

Arlene McMahon
SIGNATURE OF OFFICER

April 13, 2016
DATE

SUBSCRIBED AND SWORN TO BEFORE ME THIS 13 DAY OF April, 2016

NOTARY PUBLIC Town Justice
MY COMMISSION EXPIRES: 12/31/19

HON. PAUL T. JOHNSON
ALMOND TOWN JUSTICE
ALMOND, N.Y. 14804
Paul T. Johnson
TERM EXPIRES: 12/31/2019

FILED IN THE ALLEGANY COUNTY TOWN OF ALMOND CLERK'S OFFICE