***TOWN OF CARROLLTON***

***February 20th, 2024***

***Monthly Meeting 5:30PM***

**Municipal Complex 640 Main Street Limestone, NY 14753**

**Present:** Supv. Bob Rinfrette, Councilman Dan Newbury, Councilman Jeff Case, Bookkeeper Diane Frick, Town Clerk Julie Carlson, Hwy Supt. Mike Fox, PB Chair Wendy Johnston, PB Member: Ian Clark.

**Residents:** Tyler Robinson, Diane Benjamin, Adam Dowd, Jacob Dowd, John & Bonnie Spry, Don & Judy Jacoby. **Not in Attendance:** Councilman Lynn Case, Councilman Jay Little DCO John Balcarczyk,

CWO /S1&2 Maint. Rick Dixon, CEO/Bldg./Elec. Inspector Lance Jobe, Town Attorney Eric Firkel.

Supv. Rinfrette called the Meeting to order at 5:30PM.

**Motion** made by Councilman Newbury, 2nd by Councilman Case to accept the January Organizational and January Monthly Meeting Minutes as written. Rinfrette-aye, Council: Newbury-aye, J. Case-aye, Little-absent, L. Case-absent. Motion carried.

**Motion** made by Councilman Newbury, Case, 2nd by Councilman J. Case to pay bills presented. Rinfrette-aye, Newbury-aye, J. Case-aye, Little-absent, L. Case-absent. Motion carried.

**2023 Bill Presented: 2024 Bills Presented:**

* General 152.24 v#291-292 General $ 43,152.76 v#18-52
* Highway $ 697.09 v#187-188 Highway $ 9,124.73 v#6-19
* Sewer 1 $ -0- v#27 Sewer 1 $ 279.64 v#3-4
* Sewer 2 $ 42.24 v#128 Sewer 2 $ 2,384.90 v#6-16
* Water $ 117.71 v#115-116 Water $ 31,703.45 v#6-22
* Capital $ -0- Capital $ -0-

**Total $1,009.28 Total $86,645.48**

**Checks Received:**

$1,762.00 Town Clerk's Acct-January Sales

12,647.00 Justice Michael Soper-Fines Collected for January

9,767.00 Justice Joseph Crowley-Fines Collected for January

384,365.84 Tax Collector to Town Supervisor -2024 Tax Warrant

7,111.00 Complex Rents

76,204.09 Catt. County Sales Tax Distribution 4th qtr.

321.92 Town of Carrollton Joint Fire District Fuel usage-Dec 2023

**Total $492,178.85**

**Monthly Reports:** Town Justice, Hwy Superintendent, Town Clerks, Town Financial Report were reviewed.

**Correspondence: 1) Kimberly Colley-Historian** submitted letter stating she would like to acquire a small space in the Complex for displaying the Town’s History, and for residents to donate items, stories, etc.

Town Board discussed and stated they would find a space for the Historian.

**Town Clerks Report: Clerk Carlson: 1**) Water/Sewer 2 bills went out Feb. 1, second billing for this budget year. **2)** Tax Collecting-Distributed the $384,365.84 Tax Warrant for 2024 Budget year to Supervisor. Remaining funds now are distributed to the County through March 31st. **3)**Winter Soccer-Soccer Board Member Curtis Peters requested to sell previous years t-shirts that were just setting in a box in the soccer room for $5.00 each to get rid of them and to bring funds in for gifts for the volunteers. **4)** Playground-Clerk Carlson stated she mailed the new deed information from Paul Pagano, Land Surveyor to Attorney Firkel to be filed at the County.

Bookkeeper Diane Frick and Clerk Carlson stated there needs to be an inventory taken by us and a payment process set up just as there is for the registrations. Councilman Newbury said he would talk to Curtis about it.

**CEO/Bldg./Elec. Inspector Lance Jobe:** Not present -**1)** Clerk Carlson gave report on the property concerns at 1907 Chipmonk Rd regarding person living in camper fulltime, reported set up mailbox, and small junkyard. CEO Jobe has sent out a 2nd order of remedy to the resident, March 15th is the response deadline. **2)**The other property concern on Bailey Drive -trailer put in is now in court with appearance date of 03/04/2024. First appearance date they failed to show up. **3)Rt. 219/Campground site-**issued order of remedy, next is appearance ticket for stop work order no building permit.

**CWO/Sewer Maint. Rick Dixon:** Not present **-1)** Clerk Carlson gave report providing recommendation and quote from Stark Tech for Generator repairs at the Sewer Plant totaling $1602.14. **2)** Steve White Electric provided estimate for replacing transformer in Sewer Plant Building totaling $688.49. This is scheduled, not completed.

**Motion** made by Councilman Newbury, 2nd by Councilman J. Case to accept the Stark Tech project quote total of $1,602.14 for repairs to the Generator located at the Sewer Plant. Rinfrette-aye, Newbury-aye, J. Case-aye, Little-absent, L. Case-absent. Motion carried.

B**ookkeeper Diane Frick: 1)** Provided Bank Account Balances **2)** Financial reports provided thru January 2024. **3)**Opened2 Cemetery CDs at Five Star Bank. **4)CHIPS-**expecting to be reimbursed soon.

**Hwy Supt. Mike Fox: 1)** Lean To update at Highway garage-preparing for tear off. **2)** Ten Mile right way-needs to meet with Town Attorney Firkel ASAP.

**Planning Board Chair Wendy Johnston: 1)** Special Use Permit-Wendy updated the Board on the progress for the Eagles Landing at Mystic Waters Campground, setting a tentative date of March 12th at 5:30pm. There is a lot of work to do between now and then, SEQR process, mailing out letters for the surrounding neighbors with 250 ft of the property. **2)** The Local Law for Solar Panels-PB is not quite sure what the Board is wanting it to say. Attorney Firkel had stated that the PB would be looped in on the working of it. Have not had any communication on this.

Clerk Carlson stated that at the previous meeting the Board had discussed and stated that the Farmersville one appeared to be more on the side of what they wanted. She will speak to Attorney on working on this law.

Clerk Carlson requested PB Chair to let her know when the date is no a longer tentative date for the Public Hearing so it can be advertised, this needs to be 10 days prior to Public Hearing and at least 2-day notice to the newspaper prior to date requested to advertise on.

**Open Forum:** Resident Don Jacoby stated he has volunteered his time to do some painting in the old municipal building around the inside windows. However, the white paint is not sticking.

Resident Adam Dowd asked if there is any progress on Paton Drive. Supervisor Rinfrette stated incidents throughout the year, and what could be done. Clerk Carlson stated it is in the lawyer’s hands now.

**Old Business:** N/A

**New Business:** Zoom Conference with Jen Coy-Osbourne, Grant writer. The Board reviewed the background information provided by the previous employer citing accomplishments, and work ethics. Ms. Coy-Osbourne asked the Board what they are looking at getting accomplished. The Board stated new water meters, handicap accessible restrooms at the building they are working on moving back into, playground beautification, sidewalk repairs as important projects to start with. Ms. Coy-Osborne stated she had researched previous minutes for the Town felt that the best route to go is the Appalachian Grant Program. This requires the Supervisor of the Town to be in on all the webinars for 31 hours of training along with her to be involved with applying for the grants. Supervisor said he could commit to this.

Councilman Case asked the what her what fees are for this project. She stated she will be putting in approximately 100 hours of work for $1500.00. Councilman Case asked if she can drive around our Town and see what other grants may be available to help the Town. She said she is familiar with the area, and is willing to do so. Board agreed to appoint her as Grant Writer for this project.

**Motion** made by Councilman Case, 2nd by Councilman Newbury to appoint Jen Coy-Osbourne as the Grant Writer for the Town of Carrollton for this Program. Rinfrette-aye, Newbury-aye, J. Case-aye, Little-absent, L. Case-absent. Motion carried.

**Motion** made by Councilman Newbury, 2nd by Councilman J. Case to adjourn Regular Session Meeting at 7:00pm. Rinfrette-aye, Newbury-aye, J. Case-aye, Little-absent, L. Case-absent. Motion carried.

**Motion** made by Councilman Newbury, 2nd by Councilman J. Case to appoint Kimberly Colley as Town Historian through 12/31/2024. Rinfrette-aye, Newbury-aye, J. Case-aye, Little-absent, L. Case-absent. Motion carried.

**Executive Session:**

**Motion** made by Councilman J. Case, 2nd by Councilman Newbury to enter Executive Session for Personnel with Bookkeeper Diane Frick. Rinfrette-aye, Newbury-aye, J. Case-aye, Little-absent, L. Case-absent. Motion carried.

**Motion** made Councilman Newbury, 2nd by Councilman J. Case to adjourn Executive Session. Rinfrette-aye, Newbury-aye, J. Case-aye, Little-absent, L. Case-absent. Motion carried.

**Planning Board:**

**Motion** made by Councilman J. Case, 2nd by Councilman Newbury to appoint Diane Benjamin to the Planning Board. Term: 01/01/2023-12/31/2027. Rinfrette-aye, Newbury-aye, J. Case-aye, Little-absent, L. Case-absent. Motion carried.

**Motion** made by Councilman J. Case, 2nd by Councilman Newbury to adjourn meeting. Rinfrette-aye, Newbury-aye, J. Case-aye, Little-absent, L. Case-absent. Motion carried.

**Respectfully Submitted,**

***Julie Carlson-Town Clerk***