

ALMOND TOWN BOARD REGULAR MEETING

1 Marvin Lane, Almond NY

March 19, 2024

THE Regular Meeting was called to order by Supervisor Dan Hegarty at 6:00 pm with the Pledge to the Flag. Present were Council members Bryan Snyder, Nate Woodruff, Jo-Anne Freeland, and Town Deputy Supervisor and Councilperson Danyelle O'Brien, County Planning Board members Kier Dirlam and Amanda Phelps, Village Representative Bill Lockwood, Highway Superintendent Jamie Mansfield, Town Clerk Julie Phillips, and Deputy Town Clerk Cathy Cardet. Also present were town residents Dustin Foster, Nick Cline and Doug France.

Town resident Doug France spoke to the Board and Highway Superintendent regarding the maintenance and potholes of Brown Road. He asked if the road can be stoned rather than the highway department fixing potholes numerous times a year.

Allegany County Planning Board:

Kier Dirlam and Amanda Phelps of the Allegany County Planning Board presented the proposed changes to the existing zoning. There will be a Public Forum for the Town and Village of Almond regarding the upcoming changes on April 30, 2024, 6:00 to 7:30 pm with an Open Board Meeting afterward at the Almond Municipal Building. It is planned to have different stations with maps and information for the public with Town Officials available to take comments and such. Print outs of the presentation slides and comment cards will be available. It is advisable to have Planning Board members in attendance. The County will provide updated maps. Hazard mitigation comments are back from the state. It is anticipated in late spring, each town and village will have approve the mitigation.

Minutes:

Corrected minutes of January 16, 2024 – Jo-Anne motioned to accept the minutes as corrected. Dan seconded the motion. The motion passed with all in favor.

Minutes of February 19, 2024 - The date of the sealed bid opening for the repair/replacement of the highway garage doors will be changed to the next Board meeting on April 16, 2024. Nate motioned to accept the minutes as noted. Jo-Anne seconded the motion. The motion passed.

Danyelle gave the Board an update on the Fire Department's bank balances. Discussion was held regarding the use of monies paid by the Town for the Fire and Ambulance Contracts. There was a question regarding where the Fire Department renovations will be paid from.

Supervisor:

Nate asked about interest in the Bridge Reserve. Dan relayed that all reserve accounts are now in one to receive a higher interest rate. Danyelle motioned to approve the Supervisor's report. The motion was seconded by Nate. The motion passed with all in favor.

Town Clerk/Tax Collector:

Julie stated she will be settling with the County for property taxes the beginning of April. The remaining funds after settlement will be disbursed to the town as late fees and penalties. There remains an \$18.00 refund to a taxpayer from last year as well as a \$0.20 error. According to legal counsel at the Association of Towns, this money is turned over to the Supervisor as Unclaimed Funds.

If after 6 years, no claim is made, it then becomes Town money. There was a discussion as to when a refund is

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due to a taxpayer. Also, the need for an actual postmark as opposed to a postage meter date, or check date determines the received date of payment. Julie relayed that it is highly recommended that all checks are printed with "not valid after 90 days." Julie would also like to order envelopes with the return address pre-printed as a time and cost saving measure. Dan motioned to accept the Town Clerk report with a second from Jo-Anne. Motion passed.

Highway Superintendent:

Jamie presented a written report.

The specs for the garage door replacement will go out for bid to be opened at the April 16, 2024 meeting. Nate motioned to accept the Highway report. Danyelle made the second. Motion passed.

DCO:

There is no report at this time.

Code Enforcement:

Activity report was emailed. Dan and the Village Mayor Dennis George will be attending the Annual M.A.C.E meeting March 21, 2024. Bryan motioned to accept the Code Enforcement Report. Jo-Anne seconded the motion. Motion passed.

Review of Abstracts:

Abstract #3 of March 2024 was presented.

- General Fund A claims in the amount of \$8,136.63
- General Fund B claims in the amount of \$0
- General Fund DA claims in the amount of \$11,987.31
- General Fund DB claims in the amount of \$723.00
- Joint Municipal Fund JM claims in the amount of \$446.96
- Fire Protection District SF claims in the amount of \$25,000.00

Dan motioned to approve Abstract #3 of 2024 in the amount of \$46,293.90. Bryan seconded the motion. The motion carried with all in favor.

Proposed Resolutions:

2024-01 – Extension of a Town Road

Dan motioned to accept Resolution 2024-01. Jo-Anne seconded the motion. Motion passed with all in favor.

2024-02 – Mutual Aid Agreement

Jo-Anne motioned to approve Resolution 2024-02. Dan made the second and the motion passed with all in favor.

New Business:

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Policies:

Fund Balance Policy – Nate motioned to accept the Fund Balance Policy with the Adoption Date corrected to March 19, 2024. Jo-Anne seconded the motion. Motion passed with all in favor.

Grievance Policy – Dan motioned to accept with the Adoption Date corrected. Nate seconded and it passed with all in favor.

Harassment and Discrimination Handbook – Jo-Anne motioned to table this for Board Members review. Danyelle seconded the motion. Motion passed with all in favor.

Old Business:

ATV Stickers – 500 2-inch square stickers with 8 years will cost approximately \$250.00. Jo-Anne suggested the initial cost be appropriated to the Legislative CE with income of the permits deposited in the B Fund. It is decided that the yearly cost of the permit will be \$5.00.

Village Representative: Nothing to report

Town Residents: Nothing to report

7:50pm Bryan motioned to adjourn, Jo-Anne seconded it, motion passed with all in favor.

Respectfully submitted,
Town Clerk Julie Phillips