***TOWN OF CARROLLTON***

***Monthly Meeting***

***March 21st, 2023***

***Work Session 4:30PM Open Meeting 5:00PM***

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

**Present:** Supervisor Bob Rinfrette, Councilman Dan Newbury, Councilman Bob Burkett, Councilman Jay Little, Town Clerk Julie Carlson, Hwy Superintendent Mike Fox, CWO/S1&2 Maintenance Ricky Dixon, CEO/Building/Electrical Inspector Lance Jobe. **Residents:** Tyler Robinson, Ian Clark, Don Jacoby, John & Bonnie Spry. **Not in Attendance:** Councilman Lynn Case, Bookkeeper Diane Frick, PB Chair Wendy Johnston**,** Town Attorney Eric Firkel.

**Work Session**

Supervisor Rinfrette called the Work Session to order @4:30PM to review and sign the monthly vouchers.

**Monthly Meeting**

Supervisor Rinfrette called the Meeting to order at 5:00PM, followed by the Pledge Allegiance.

**Motion** made by Councilman Burkett, 2nd by Councilman Newbury to accept February Monthly Meeting Minutes and March Special Meeting Minutes as written. Rinfrette-aye, Newbury-aye, Burkett-aye, Little-aye, Case-absent. Motion carried.

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

**2023 Bill Presented:**

* General $ 39,569.41 v#38-70
* Highway $ 23,019.96 v#17-31
* Sewer 1 $ 353.34 v#5-6
* Sewer 2 $ 14,384.55 v#18-30
* Water $ 2,587.45 v#18-24

 Capital $ -0-

 **Total $ 79,914.71**

**Checks Received:**

 **$** 177.75 Town Clerk's Acct-February Sales

 14,273.00 Justice Michael Soper-Fines Collected for February

 8,993.00 Justice Joseph Crowley-Fines Collected for February

 3,809.00 Rents Collected

 **Total $27,252.75**

**Correspondence: 1) Generator Quote-**Rick Dixon provided estimate from DS Groff Electric for Water Plant on Church Street. Includes system installation and materials/labor $29,935.00. The Board will have put this out to bid. Councilman Burkett will provide bid for Clerk Carlson to advertise. **2)**Catt. County Mosquito Spraying Contract for 2023, agreement to contract with them for 2023 spraying, signed by Supervisor Rinfrette-money is in Budget. 3) NYS Dept of Environmental Conservation Inspection Report for Sewer Plant-Reviewed w/Rick.

**Monthly Written Reports:** Reviewed Town Justice, Hwy Superintendent, Town Clerks, Dog Control, and Planning Board.

**Tom Fenner-Fenner Realty:** Complex interest update.Has a local person interested in the property. Mainly interested in the Gym. Will allow The Town to use office space at $13,000 for the year. Will keep the Town Board informed of client interest.

**Town Clerks Report: Clerk Carlson: 1)** provided the updated Rental income report for the Complex for previous year ending 2020, 2021, 2022, and this year 2023 to date for comparison of income.

**2)Water/Sewer Billing:** mailed out 36 late notice letters. Letters include customers that have not paid since new billing for 2023 and customers that have not paid the last bill distributed. **3)** Tax Season-March 31st, last date to receive locally. **4)**Limestone Cemetery Burial - March 4th.

**Highway Superintendent Fox:** **1)** Reviewed Feb Monthly report that was provided. **2)Highway worker position:** Hired Brian Neal, Limestone resident, started training. Barry Shields will be retiring on April 15, 2023. He has been a great asset to the Town of Carrollton Highway Dept and he will be missed. Thankful for his years of service to the Town. **3)GIS Program-**had to reschedule meeting set up with John Mayer to go over the program on 03/22/2023, He will be taking all Hwy department employees, and CWO Rick Dixon. **4)**excused himself immediately after report due to prior commitment.

**CWO/Sewer Maintenance Rick Dixon**: **1)** **2022 Annual Drinking Water Report** is complete. **2)** **Water Sampling-**Working w/Health Department on water sampling, testing for the lead/copper, there is certain criteria that must be met. **3)** **Heath Dept. Study** that must be completed with the water customers, it is requiring getting in to each home/business within the Water District and take a picture of the pipes to record what kind of pipes they have. The Board discussed the process, letters being mailed to set up to dates and times. Another option is to have the home/business owner take pictures themselves and send them us. **4)Cemetery-** Burial on Saturday, March 4th. **5) Sewer Plant**-pumps are in. Discussed Main Street installation. 6)**Mower for Cemetery-**asked Board for any decisions to purchasing. **7)Chainsaw-**informed Board he is purchasing for mostly cemetery use. To keep up on cleanup of trees/limbs. Discussion of Steel or Husky Brand to purchase.

**Motion** made by Councilman Little, 2nd by Councilman Burkett to purchase Commercial Grade Mower from Bobcat of Olean. Councilman Little will place the order. Rinfrette-aye, Newbury-aye, Burkett-aye, Little-aye, Case-absent. Motion carried.

**Code Enforcement**-**CEO Lance Jobe:** provided a Notice of Violation created for the Town as a legal document. Update on Property Maintenance: Main Street and Church Street owners/tenants were mailed letters.

Request to have the Williamson Law Code Enforcement Program installed on his program. The program can be only for the Town paying for it, and will have all the information and legal NYS forms used for the CEO. It has all the parcel numbers for every property in the Town. It is highly recommended by NYS Comptroller Office. He said the program would help him a lot to get moving on all the violations, etc. Clerk Carlson stated that CEO does not really use much of his contractual except for postage. Last large purchase was for the laptop in 2019. The annual fee would fit into his contractual budgeted annually. However not certain of the initial set up fees. The Board agreed to the program being beneficial to the Town. In closing CEO Jobe requested Executive Session with the Board at end of meeting.

**Motion** made by Councilman Burkett, 2nd by Councilman Little to purchase the Williamson Law program for Code Enforcement. Rinfrette-aye, Newbury-aye, Burkett-aye, Little-aye, Case-absent. Motion carried.

**Motion** made by Councilman Little, 2nd by Councilman Burkett for the Notice of Violation form as a legal document for the Town of Carrollton. Rinfrette-aye, Newbury-aye, Burkett-aye, Little-aye, Case-absent. Motion carried.

**Open Forum:** Bonnie Spry inquired about the progress on the Peace Officer progress. Councilman Burkett stated that the Peace Officer position is being reviewed. The position would be only for the Court. The Town can not afford to put a Peace officer or Police Officer on the payroll, provide vehicle and all that goes with the position.

573 Paton Drive resident-discussed the no parking signs on the street. She stated she has been on Borough/Town/village Boards before in PA and that she feels that there was not enough of a study done before placing the signs. She stated that she had a few ideas such as making the street one way, maybe setting time frames as to when you can or can not park on street. Spry stated she did not feel the one way would be a solve for the street. When cars parked on that street you do not have a clear view of Street. Parking on sidewalks prevents people using them.

Councilman Burkett addressed resident stated that he appreciated feedback and interest in the Board. Hwy Superintendent Fox worked on this project along with the Allegany-Limestone School Bus Garage. Unfortunately, he had to step out early tonight. He would be able to give insight as to the decision-making process on this project.

**New Business:**

**Planning Board:**

**Motion** by Councilman Burkett, 2nd by Councilman Newbury to accept Planning Board Member Erica Strauch resignation effective immediately. Rinfrette-aye, Newbury-aye, Burkett-aye, Little-aye, Case-absent. Motion carried.

Clerk Carlson stated that Chair Wendy Johnston put in a request to for the Board to get paid for the additional meetings put in to work on the Land Use Management Plan Book. The monthly meetings are not really giving enough time to get anywhere with it, and if there is something that comes up that must take precedence then the Book gets set aside again.

**Motion** made by Councilman Newbury, 2nd by Councilman Burkett to pay for additional meetings for the members that do attend and must be held at the Town of Carrollton Complex.

**Old Business:**

**641 Main Street (Old Municipal Building)-**The heaters are not working in the building. Had John Barrile look at them. He stated price and needs payment before purchasing the parts. Councilman Burkett advised 2nd opinion. Board discussed and feels this can be repaired by Town Employees. Rick Dixon said he would meet with Lance Jobe to look at the part the next day.

**Executive Session:**

**Motion** made by Councilman Burkett, seconded by Councilman Little to enter Executive session with Lance Jobe, CEO for Legal Issues. Rinfrette-aye, Newbury-aye, Burkett-aye, Little-aye, Case-absent. Motion carried.

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

**Motion** made by Councilman Newbury, seconded by Councilman Burkett to adjourn the Monthly Meeting. Rinfrette-aye, Newbury-aye, Burkett-aye, Little-aye, Case-aye. Motion carried.

**Respectfully Submitted,**

 ***Julie Carlson-Town Clerk***