Minutes of the

Regular Meeting of the Town Board

Ofthe Town of Ellicottville, December 21,2022 at 6:00 pm

Held at the Town Hall

**Present:** Matthew McAndrew Supervisor

 Greg Fitzpatrick Councilman

John Zerfas Councilman

Steve Crowley Councilman

Ken Hinman Councilman

Tracy Stokes Deputy Town Clerk

Ben Slotman Town Engineer

Scot Brumagin Highway Superintendent

**Others present:** Corey Wiktor (CCIDA) and Dave Parker (press)

**Call meeting to order:**

Supervisor McAndrew called the meeting to order at 6:00 pm and led the Pledge to the Flag.

**Privilege of the Floor**

**Approve Minutes**

* Town Board Meeting – November 16, 2022

On motion by Mr. Fitzpatrick and second by Mr. Crowley the minutes of November 16, 2022 meeting was:

Accepted Ayes 5 – McAndrew, Zerfas, Fitzpatrick, Hinman& Crowley

 Nays 0

* Special Board Meeting – December 12, 2022

On motion by Mr. Zerfas and second by Mr. Hinman the minutes of December 12, 2022 meeting was:

Accepted Ayes 5 – McAndrew, Zerfas, Fitzpatrick, Hinman& Crowley

 Nays 0

**Audit of Claims**

* Pay Town bills on Distribution Report #06-2022

On motion by Mr. Zerfas and second by Mr. Hinman the following resolution was:

Accepted Ayes 5 – McAndrew, Zerfas, Fitzpatrick, Hinman& Crowley

 Nays 0

**Resolved**that the Town bills be paid on General Ledger Distribution Report #12-2022 as follows:

001 – General Fund A: $42,233.38

002 – General Fund B: $ 6,739.45

 General Fund Total: $48,972.83

004 – Highway DB $57,166.87

 Highway Fund Total: $57,166.87

006 – Water $17,324.46

 Water Fund Total: $17,324.46

 Grand Total: $123,464.16

**Supervisor’s Reports**

* Accept Supervisor’s November 2022 Financial Report

On Motion by Mr. Fitzpatrick and second by Mr. Crowley the Supervisor’s November 2022 Financial Report was:

Accepted Ayes 5 – McAndrew, Zerfas, Fitzpatrick, Hinman& Crowley

 Nays 0

* Town Center Renovation - Update

Mr. Slotman stated there has been training on how to use the boiler. Everything is up and running, still working on a couple items. Renovation has not been completed yet. He also stated they need to be trained on the control systems.

* Set Organizational Meeting

On motion by Mr. Zerfas and second by Mr. Hinmanto set the Organizational Meeting on January 4th, 2023 was:

Accepted Ayes 5 – McAndrew, Zerfas, Fitzpatrick, Hinman & Crowley

 Nays 0

* Gary Mathe Recognition Letter

On motion to approve Gary Mathe’s recognition letter by Mr. Crowley and second by Mr. Zerfas was:

Accepted Ayes 5 – McAndrew, Zerfas, Fitzpatrick, Hinman & Crowley

 Nays 0

**Present Written Department Reports for Approval**

* Clerk’s, Justice, Police, Planner’s and Building Inspector

On motion by Mr. Hinman and second by Mr. Fitzpatrick the Clerk’s, Justice, Police, Planner’s and Building Inspector reports were:

Accepted Ayes 5 – McAndrew, Zerfas, Fitzpatrick, Hinman& Crowley

 Nays 0

**Department Heads**

* **Scot Brumagin – Highway Department**

Mr. Brumagin stated new hire, Peter Button will start work on December 27, 2022. He will not be filling the second position until spring. Mr. Brumagin will pick-up any extra plowing when needed. He also state the shop is caught up for now and the part timers don’t have a lot of work for the time being.

Mr. Brumagin stated the HighwayDepartment has been working on preventative trees. Many trees have come down. He would like to be notified in the future ASAP, so that he can take of the downed trees. Mr. Slotman suggested he be put on the text list so he is notified quickly. Mr. Slotman will contact the appropriate people for this. They have also been cleaning culverts due to a lot of flooding this past fall, started ditching, and worked on equipment.

On motion by Mr. Hinman and second by Mr. Zerfas to start new hire, Peter Button December 27, 2022 was:

Accepted Ayes 5 – McAndrew, Zerfas, Fitzpatrick, Hinman & Crowley

 Nays 0

* **Ben Slotman – Engineering Department**
* **Engineering Report – reviewed**

Mr. Slotman presented the Town Board the County’s Mitigation Plan.

On motion by Mr. Crowley and second by Mr. Zerfas to approve the County’s Mitigation Plan:

Accepted Ayes 5 – McAndrew, Zerfas, Fitzpatrick, Hinman & Crowley

 Nays 0

Mr. Slotman presented a bid from West Herr on a 2023 Ford F150 4X4 pick-up truck.

On motion by Mr. Crowley and second By Mr. Zerfas to approve bid on the 2023 Ford F150 4X4 pick-up truck:

Accepted Ayes 5 – McAndrew, Zerfas, Fitzpatrick, Hinman & Crowley

 Nays 0

Mr. Slotman received a proposal for lead service lines from MDA. Mr. Slotman stated he just wanted the Town Board to be aware and to review it. Mr. McAndrew stated it might be possible to split the bid between MDA and Nussbaumer. Mr. Slotman agreed.

**New Business**

* Resolution to Reduce Rent – Cornell Cooperative Extension ($60,000 payback – 5 year plan) ($12,000 off of their rent for the next 5 years) as per contract agreement.

On motion by Mr. Fitzpatrick and second by Mr. Crowley to approve the reduction of rent for the Cornell Cooperative Extension:

Accepted Ayes 5 – McAndrew, Zerfas, Fitzpatrick, Hinman & Crowley

 Nays 0

* Assistant CEO – Approval of New Position – Civil Service

This position will be a Civil Service Provisional Position and employee will need to take Civil Service test.

On motion by Mr. Zerfas and second by Mr. Fitzpatrick to approve new CEO position:

Accepted Ayes 5 - McAndrew, Zerfas, Fitzpatrick, Hinman & Crowley

 Nays 0

* DCO Kennel

Mr. McAndrew spoke about sharing a dog Kennel with the Town of Ashford. The Town’s attorney still needed to draw up an inter-municipal agreement and hopefully it will be approved next month.

**Old Business**

* EVGV Trail –

Mr. McAndrew stated Kathleen Moriarty drew up letters to property owners to remind them of easements for the trail to be signed and notarized.

* Phone System Update – Nothing new
* SAM Grant for Windows and Doors – Nothing new
* Lighting at Pinetree – Nothing new
* Noise Law – Nothing new
* Alarm Law – Nothing new

**Adjournment**

Motion by Mr. Zerfas and second by Mr. Hinman to adjourn meeting at 7:10 pm:

All Ayes. Carried.

I, Tracy A. Rozler, Deputy Clerk of the Town of Ellicottville, County of Cattaraugus, State of NY, do hereby certify that the foregoing constitutes the complete minutes of the Town Board Meeting held on the December 21 , 2022,approved by said Board on the 18th day of January, 2023.

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Tracy A. Rozler, Deputy Town Clerk