The first regular meeting of the Andover Town Board for 2022 was held on January 11, 2022

**Present:**

Gus Weber, Supervisor

Joe Kent, Deputy Councilman

Matthew Zengerle, Councilman

Heather Simon, Councilwoman

Mandi Joyce-Phelps, Councilwoman

James Frungillo, Highway Superintendent

Tasha Rossrucker, Clerk

Jeanne Todd-Resident

**Call Meeting to Order:** Meeting called to order by Supervisor Weber at 7:27p.m.

**Communications and Petitions:** The Golden Agers of Andover sent a thank you card for support over the years, but regretfully there is a decline in members.

**Regular Meeting Minutes:** The regular meeting minutes from the December 2021 meeting were reviewed. Motion was made by Mandi Joyce-Phelps and seconded by Joe Kent to approve minutes. **5 Members** **approving, 0 Disapproving, 0 absent Carried**

**Reports**

**Dog Control Officer:**  Report was submitted by DCO, Lori Rumfelt for month of December. Report was read aloud by Supervisor Gus Weber and reviewed. A motion was made by Joe Kent and seconded by Matt Zengerle to accept the report**. 5 Members approving, 0 Disapproving, 0 absent Carried**

**Highway Report:** Highway Superintendent Jim Frungillo reports that they so far it’s been a mellow winter. The guys have been ditching and brush cutting. Jim is pricing out a new pick up and 10 wheeler dump truck. Jim said that Indian Creek needs some work and they are planning on doing that this summer. **5 Members approving, 0 Disapproving, 0 absent Carried**

**Code Enforcement Report:**  No report submitted.

**Town Clerk’s Report**. The December 2021 Clerk’s report was presented. The town collected $181.50 total. $174.50 local shares and $7.00 to Ag and Markets and $0.00 to NYS Dept. of Health.Motion was made to accept Clerk’s report by Heather Simon and seconded by Joe Kent.  **5 Members approving, 0 Disapproving, 0 absent Carried**

**Town Justice Report:** Justice James Ames submitted the December 2021 report which was passed around to the board members to review. A motion was made to accept the Town Justice report by Joe Kent and seconded by Mandi Joyce-Phelps. **5 Members approving, 0 Disapproving, 0 absent Carried**

**Andover Police Department Report:** A police activity report was submitted by Officer Rumfelt. The report was read aloud and reviewed. Officer Rumeflt submitted a letter by member of the community stating their thanks to Officer Bryce Rumfelt and Officer Jim Rumfelt for their quick response to a person’s mental health crisis for saving their life. A motion was made to accept the Police report by Mandi Joyce-Phelps and seconded by Joe Kent. **5 Members approving, 0 Disapproving, 0 absent Carried**

Town of Andover

Friendship Town Hall

22 E. Greenwood Street

PO Box 777

Andover, NY 14806

Resoluon #

To appoint Timothy J Dannheim

As Assessor for the Town of Andover

WHEREAS, the Town of Andover at the regular Town Board Meeng held on \_\_\_/\_\_\_/\_\_\_\_

agreed to the appointment of Timothy J. Dannheim as the Assessor for the town of Andover,

and; WHEREAS, the term of appointment is a period of six years in accordance with Real

Property Tax Law 310 and will commence on the 1

st

 day of October 2019 and connue

through the 30

th

 day of September 2025.

THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Andover does hereby

appoint Timothy J. Dannheim as the Assessor for the Town of Andover for the term

commencing on October 1, 2019 connuing through September 30, 2025.

Vote Taken: Gus Weber/Supervisor --- \_\_\_\_Yes/No\_\_\_\_

 Joe Kent/Deputy Supervisor --- \_\_\_\_Yes/No\_\_\_\_

 Wayne Grant/Town Council --- \_\_\_\_Yes/No\_\_\_\_

 Heather Simon/Town Council --- \_\_\_\_Yes/No\_\_\_\_

Ma>hew Zengerle/Town Council --- \_\_\_\_Yes/No\_\_

**Bills:**

General A Vouchers 0-13 $3,724.13

 General B Vouchers 1 $500.00

 Highway DA Vouchers 1-6 $19,296.60

 Highway DB Vouchers 1-6 $25,358.81

Motion made by Joe Kent and seconded by Matt Zengerle to pay the bills as submitted. **5 Members approving, 0 Disapproving, 0 absent Carried**

**Unfinished Business:**

**AHPC Grant:** Monica Dean read the monthly report for the grant. She stated that the annual grant report had been turned in and that she was going to ask for an extension due to supply and chain shortages. i.e Windows are taking 8-15 weeks to come in. They are still waiting to do a septic and roof/exterior painting and also windows and heating on a couple houses. A motion was made to accept the monthly AHPC Grant #37HR368-19 by Joe Kent and seconded by Heather Simon**. 5 Members approving, 0 Disapproving, 0 absent Carried**

**New Business:**

**Public Hearing on Wind Farm Local Law:** Supervisor Gus Weberread a letter aloud by Mona Meagher who is an Andover resident. She is also a member of Citizens for Maintaining our Rural Environment. Mona had some concerns with the town’s proposed wind law and she suggested some changed be made. Some of her concerns were with the shadow flicker, noise and height set back. About 40 people were at the public hearing which started right at 6:00 pm and ended at 7:15 pm. Someone from Liberty Wind Project was supposed to be at the public hearing, but unfortunately couldn’t make it due to COVID. Many landowners and residents voiced their concerns about the wind turbines. The Town of Andover’s Board will be making some revisions on the wind law. It can be found on the Andover’s website at www.TownofAndoverNY.com

**2022 Resolution of Organization:**

**RESOLUTION #2022-1**

**TITLE: 2022 RESOLUTION OF ORGANIZATION**

The following resolution offered by Joe Kent and Mandi Joyce-Phelps.

**Offered by:** Heather Simon.

**WHEREAS:** It is required by law that The Town Board take certain actions at the beginning of each fiscal year to provide necessary services for the Town, And

**WHEREAS:** Such actions could include appointments, setting stipends, identifying duties, clarifying arrangements, taking oaths of office, and

**THEREFORE:** Let it be resolved:

 That the Town Board, Town of Andover shall meet in regular sessions on the second Tuesday of each month at 6:00pm in the Town Office at 22 E. Greenwood Street, Andover, NY and the Town Clerk is authorized to advertise such dates and location for the monthly meeting in the designated newspaper and post on the official bulletin board at the Town Hall.

That the Patriot is designated as the official newspaper.

That the Community Bank N.A., Andover branch, is the designated depository for Town Funds.

That the reimbursement for mileage will be 55 cents (fifty-five) per mile.

That the Town Highway Superintendent may purchase parts and equipment up to $1500.00 without prior Town Board approval.

That all purchases shall be in compliance with the Town of Andover Procurement Policy as adopted by the Town Board on file in the Town Clerk’s office.

That according to law, the Supervisor, Town Clerk or any two board members may call an emergency meeting and is authorized to do so.

The position of Deputy Supervisor is authorized and the Supervisor is authorized to fill the position.

That the Town Highway Employees Rate of pay will concur with the current Union Contract.

That the advance payment of certain claims is necessary to efficiently conduct the Towns fiscal responsibilities. The Supervisor is authorized to pay such bills upon receipt of billing.

That the Town Supervisor, acting as chief fiscal officer for the Town of Andover, may expediently and expeditiously place Town funds in interest bearing accounts, within the guideline of the State of New York Financial Management Policy.

That the Town of Andover continues its participation in the Allegany County Highway Mutual Aid Plan.

That the Highway Superintendent is authorized to receive a clothing allowance of $450.00 (four hundred and ten dollars) and is eligible to collect that by submitting a voucher to the board for such an amount on or before December 1, 2022.

That the Town has the authorization for the Town Officials to attend Official Town and County meetings with mileage and expense paid.

That copier fees shall be at $0.75 per regular copy and $0.25 for Freedom of Information Law Request.

That the Community Center rental fee shall be $40.00 per day plus a $50.00 deposit fee which is refundable to the payee upon inspection of the Community Center by the Town Clerk after the event.

**AND:**

That the following appointments are made:

Historian – Kimberly Haswell

Registrar of Vital Statistics – Tasha Rossrucker

Deputy Clerk- Amanda Joyce-Phelps

Deputy Registrar of Vital Statistics – Cindy Welch

Court Clerk – Wendy Seeley

Bookkeeper – Cindy Welch

Records Management Officer – Tasha Rossrucker

Janitor – Tasha Rossrucker

Receiver of Taxes – Tasha Rossrucker

Attorney for the Town – Michael Finn

Dog Control Officer – Jim Rumfelt

Deputy Supervisor – Joe Kent

Town Assessor – Timothy Joe Dannheim (2019-2025)

Building Inspector – Charles Cagle

Code Enforcement – Charles Cagle

Delegate to NYS Association of Towns – Joe Kent, Alternate: Matt Zengerle

Marriage Officer – Steve Walker (2022-2024)

Assessment Review Board- Frank Russell, Cal Densmore, Deb Rossrucker

That the schedule of payments shall be as follows:

Councilman – Quarterly

Justice- Monthly

Justice Clerk – Monthly

Supervisor – Monthly

Assessor – Monthly

Dog Control Officer – Monthly

Bookkeeper – Monthly

Code Enforcement Officer – Monthly

Highway Superintendent, Highway Union Employees, Town Clerk – Bi-weekly

Tax Collector – Annual Amount Budgeted on or about April 1st.

Historian - quarterly

Supervisor Annual Appointments for 2022 shall be

Mr. Zengerle – Co-chairman: Highway Committee, Chairman: Bridge committee, Chairman: Fire and Building Code Committee, Co-Chairman: Fire and Emergency Committee, Co-Chairman: Dog Control Committee, Chairman: Cemeteries Committee, Labor Management Safety Committee Representative - ALTERNATE

Mr. Kent: Deputy Supervisor, Chairman: Highway Committee, Co-Chairman: Equalization and Assessment Committee, Liaison Officer with Andover Village Board, Labor Management Safety Committee Representative-Chairman, Co-Chairman: Cemeteries Committee

Ms. Simon – Chairman: Equalization and Assessment Committee, Co-chairman: Data Processing Committee, Chairman: Parks and Recreation Committee, Co-Chairman: Planning and Economic Development Committee, Co-Chairman: Bridge Committee

Mrs. Joyce-Phelps – Chairman: Fire and Emergency Committee, Chairman: Town Owned Property Committee, Chairman: Data-Processing Committee, Chairman: Planning and Economic Development Committee, Chairman: Dog Control Committee

WHEREAS; The Andover Town Board is required, by the State of New York and Local Employees Retirement System to establish a standard workday for elected and appointed officials, the following is a standard workday for determining days worked reportable for the New York State and Local Employees Retirement System:

ALL ELECTED OFFICIALS: Supervisor, Councilperson, Town Clerk, Tax Collector and Town Justice – five day work week, six hour day and Superintendent of Highways **–** four day work week, ten hour day.

ALL APPPOINTED OFFICIALS: Dog Control Officer, Assessor, Bookkeeper and Code Enforcement Officer – Five day work week, six hour day.

Motion was made by Joe Kent and Mandi Joyce-Phelps seconded the motion to accept the Resolution 2022-1.

After discussion of the proposal, the Town Supervisor instructed the Town Clerk to call the Roll of the Town Board, which was done with the following results:

Supervisor WEBER – aye

Councilwoman JOYCE-PHELPS – aye

Councilman KENT – aye

Councilwoman SIMON - aye

Councilman ZENGERLE– aye

**Resolution** **Passed**

**Resignation DOC Officer:** Dog Control Officer Lori Rumfelt submitted a resignation letter to the Town Board. Lori stated that she regretfully is resigning and she also said that it has been a rewarding experience for her. Jim Rumfelt also submitted a letter to the Town Board offering to stay on as dog control officer for the next 2-3 months. The Town accepted both Lori Rumfelt’s resignation letter and Jim Rumfelt’s letter to stay on as dog control for the next couple months.

**Board of Assessment Review:** Deb Rossrucker was appointed the third member of the Assessment Review Board. A motion to accept Deb Rossrucker to be on the Board of Assessment of Review was made by Heather Simon and seconded by Matt Zengerle. **5 Members approving, 0 Disapproving, 0 absent Carried**

Motion made by Joe Kent and seconded by Heather Simon to adjourn the meeting for the evening. Meeting adjourned at 8:06 pm. **5 Members approving, 0 Disapproving, 0 absent Carried**

Respectfully submitted,

Tasha Rossrucker

Clerk