

JANUARY 14, 2015

The organizational meeting of the Ellington Town Board was held on January 14, 2015 at 7:00p.m.at the Ellington Town Hall, 813 W. Main Street, Ellington, N.Y.

PRESENT: Laura M. Cronk, Supervisor
Tamara Miles, Councilwoman
Roger D. Brainard, Councilman
Sharon J. Berg, Councilwoman
Jeffrey L. Chase, Councilman
Dennis Colvenback, Highway Superintendent
Kate A. Conti, Recording Secretary
Sandy Colvenback, Resident

Supervisor opened the meeting at 7:00p.m. followed by the Pledge of Allegiance. At this time, Supervisor Cronk proposed the appointments of the following standing committees for the year 2015 are:

Highway:	Tamara O. Miles Roger D. Brainard
Cemetery & Cemetery Preservation:	Roger D. Brainard Sharon J. Berg
Insurance:	Laura M. Cronk w/insurance carrier Karen G. Bifaro Dennis Colvenback
Recreation:	Sharon J. Berg Tamara O. Miles
Parks & Ball fields:	Sharon J. Berg Jeffrey L. Chase
Tractor Pulls:	Roger D. Brainard

Public Safety & Sanitation: Jeffrey L. Chase
Tamara O. Miles

Renewable Energy: James V. Beightol-advisory
Tamara O. Miles

Ellington Beautification: Jeffrey L. Chase
Sharon J. Berg

Motion made by Miles, seconded by Chase to approve appointments of all committees.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Brainard, seconded by Chase to set mileage reimbursement at \$.48 per mile when Town Officials drive their own vehicles for Town business as of January 1, 2015 until December 31, 2015. Vouchers for expenses to be turned in monthly. Possibility to amend mileage reimbursement if needed during the year.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Berg, seconded by Chase that transfers of all Budget monies be done by Bahget & Laurito-Bahgat CPAs, P.C. and approved by a majority vote of the Town Board. Transfers are done by the accountant as needed and reported in the accountant's monthly financial report and the monthly minutes.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Brainard, seconded by Chase to authorize the Supervisor to sign the 2014 annual contract with the accounting firm of Bahgat & Laurito-Bahgat for \$8,750.00.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Miles, seconded by Berg to authorize Bahgat & Laurito-Bahgat CPAs, P.C. to pay utility or any other bills before audit when necessary to avoid late charges.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Miles, seconded by Berg to authorize the Town Clerk's petty cash to be kept at \$100.00. The Tax Collector's petty cash to be kept at \$200.00 and will be returned to the Town after tax collection period.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Berg, seconded by Chase to designate the Post Journal, 15 West Second Street, Jamestown, N.Y. to be the official newspaper for the year 2015 for publications of all local news, notices and all other matters required by law to be published.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Miles, seconded by Brainard to designate Cattaraugus County Bank, 120 Main Street, Little Valley, N.Y.(using South Dayton, Randolph and Jamestown branch) as the depositories for all Town funds for the year 2015.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Brainard, seconded by Berg to hold the Ellington Town Board meetings on the second and fourth Wednesdays of each month at 7:00p.m. at the Ellington Town Hall, 813 W. Main Street, Ellington, N.Y. unless otherwise advertised. A Legal Notice will be posted in the Post Journal listing all meeting dates of the Ellington Town Board.

VOTE: Miles-nay, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Chase, seconded by Miles that the purchase policy in 2015 for the Town will be the voucher system with the approval of the Department Heads and Town Board.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

The Town Investment Policy was read by the Supervisor.

Motion made by Miles, seconded by Berg to continue with the Investment Policy for the Town of Ellington for the year 2015.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Miles, seconded by Berg to continue the Procurement Policy (purchase policy) for the year 2015.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Brainard, seconded by Miles to accept the Sexual Harassment Policy that had been adopted in November 1998 for the Town of Ellington for the year 2015.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Berg, seconded by Brainard to comply with Local Law #1 - 2010 "Code of Ethics Law for the Town of Ellington" and continues with the committee previously selected.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Chase, seconded by Berg to appoint Wanda Crossley as Justice Court Clerk with a yearly salary of \$2,900. for the year 2015.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Miles, seconded by Berg to appoint Kate A. Conti as Deputy Town Clerk/Tax Collector, Deputy Registrar of Vital Statistics, Deputy Cemetery Coordinator with a salary of \$11.00 per hour for the year 2015, having budgeted \$6000. For 2015.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Miles, seconded by Chase to appoint Supervisor Laura M. Cronk as Service Officer for the year 2015.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Brainard, seconded by Chase to appoint Supervisor Cronk as Budget Officer with a salary of \$550.00 for the year 2015.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by, Berg seconded by Brainard to appoint Tamara Miles as Deputy Town Supervisor for the year 2015.

VOTE: Miles-abstain, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Miles, seconded by Chase to appoint Rodney Lind as the Building Code Officer for 2015.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Chase, seconded by Berg to appoint Rebecca (Becki) Heyl, 62 N. Rte 62, Conewango Valley, N.Y. as Dog Control Officer at \$2,000. yearly plus mileage for the year 2015.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Berg, seconded by Miles to appoint Elizabeth M. Dickerson, 886 W. Main Street-Ellington, N.Y. as Town Historian with a salary of \$460.00 for the year 2015.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Chase, seconded by Miles to appoint Karen G. Bifaro as Registrar of Vital Statistics with a salary of \$500.00 for the year 2015.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Berg, seconded by Miles to appoint Karen G. Bifaro as Cemetery Coordinator at a rate of \$625.00 per year for services in the year 2015.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Chase, seconded by Brainard to appoint the Records Management Advisory Board for 2015, which consists of Karen G. Bifaro, Town Clerk; Tamara O. Miles, Councilwoman; Elizabeth M. Dickerson, Historian; and Laura M. Cronk, Supervisor.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Miles, seconded by Berg to continue our policy of any Certificate of Liability Insurance from contractors to be set at \$1,000,000. Aggregate and name the Town of Ellington as coinsured.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Chase, seconded by Berg to authorize the Supervisor or Deputy Supervisor to attend the monthly Supervisor's meetings in 2015.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Berg, seconded by Brainard to accept the Highway Superintendent's appointment of Niel G. Frazier as Deputy Highway Superintendent with an additional salary of \$650.00 for the year 2015.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Brainard seconded by Miles to approve the Highway Superintendent to attend Highway School, Watershed meetings(also any interested Town Board members) and monthly Hwy. Supt. meetings.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Berg, seconded by Chase to approve the Town Clerk to attend Chaut. Co. Clerks Assoc. meetings monthly and NYSTCA meeting annually.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Brainard, seconded by Miles to approve the salary of \$16.25 per hour for the year 2015 for part time/seasonal MEO highway employee with a CDL license. Part time/seasonal MEO highway employee with CDL license will be paid time and $\frac{1}{2}$ for working on a holiday. Part time/ seasonal MEO highway employee w/o a CDL license will be paid \$13.50/hr.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Miles, seconded by Chase to approve the salary of \$11,220. for the Assessor, Sonya Chadwick, and approve her attending annual and monthly Assessor meetings for the year 2015, plus mileage.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Berg, seconded by Miles to approve appointment of Kate Conti as a Deputy Assessor at \$11 an hour, budgeting \$500 for 2015.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Brainard, seconded by Berg to appoint Karen G. Bifaro as Fair Housing Officer for the year 2015.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Miles, seconded by Cronk to appoint Councilman Chase, Councilwoman Berg and Councilman Brainard to audit the Town of Ellington's accounts and records for the year 2015.

VOTE: Miles-aye, Brainard-aye, Berg-aye, Chase-aye, Cronk-aye Carried.

Motion made by Miles, seconded by Chase to allow \$150 for Highway Superintendent clothing allowance for the year 2015.

VOTE: Brainard-aye, Chase-aye, Miles-aye, Berg-aye, Cronk-aye Carried.

Motion made by Brainard, seconded by Miles to accept the Shared Services Contract for 2015.

VOTE: Brainard-aye, Chase-aye, Miles-aye, Berg-aye, Cronk-aye Carried

Motion made by Brainard , seconded by Miles to accept William Duncanson as the Town Attorney with a retainer of \$3,000. Per year and \$150 per hour.

VOTE: Brainard -aye, Chase-aye, Miles-aye, Berg-aye, Cronk-aye Carried

At this time the Supervisor called the regular Town Board meeting to order. No one was present for Public Participation, that portion closed.

Highway Superintendent's Report

Plowing overtime, 10 days straight. Turbo installed in truck #7 in house, now is back in service. Solar Liberty is finished installing panels at the Highway Department, now just waiting for electrical inspection. John Deere loader 624K, has been ordered and will be delivered in mid February. Informed Big Dog Gravel that the loader bid has been accepted. Received final CHIPS payment of \$50,563.20/ total CHIPS for 2014 \$133,746.20. Painted the ceiling in the office and break room. The cutting edge on #3 and #4 has been changed. Jamestown Overhead Door will be servicing garage door tomorrow. Hauling sand and salt ,the pile is extremely low.

Motion made by Brainard, seconded by Miles to accept the Hwy. Supt. Report as submitted.

VOTE: Brainard-aye, Chase-aye, Miles-aye, Berg-aye, Cronk-aye Carried.

At this time the Town Board reviewed the bills as follows:

General Fund Claim Nos:	#1 - #28	\$28,446.43
Highway Fund Claim Nos:	#1 - #7	4,316.14
Trust & Agency Nos:	#18	32,352.00
Total:		\$65,456.53

Motion made by Brainard, seconded by Miles to pay the bills as submitted.

VOTE: Brainard-aye, Chase-aye, Miles-aye, Berg-aye, Cronk-aye Carried.

Supervisor received the following checks for deposit:

12/23/14	\$100.00	Time Warner rent (electronically deposited)
01/14/15	\$1088.46	Town Clerk fees - December 2014
01/14/15	\$ 175.46	Court fees

Monthly Reports

Motion made by Miles, seconded by Chase to accept the Town Clerk report as submitted.

VOTE: Brainard-aye, Chase-aye, Miles-aye, Berg-aye, Cronk-aye Carried.

Motion made by Brainard, seconded by Miles to accept the Dog Control Officer's report as submitted.

VOTE: Brainard-aye, Chase-aye, Miles-aye, Berg-aye, Cronk-aye Carried.

There was no Financial Report submitted by Bahgat & Laurito-Bahgat CPAs it was given December 2014.

Motion made by Brainard, seconded by Miles to accept the minutes of December 30, 2014 after the date has been changed.

VOTE: Brainard-aye, Chase-aye, Miles-aye, Berg-aye, Cronk-aye Carried.

The annual "Agreement to Spend Highway Funds" was discussed.

Motion made by Chase, seconded by Miles to approve the agreement and be signed by the Town Board, Supervisor and Highway Superintendent. This will be sent off to the County Highway Dept.

VOTE: Brainard-aye, Chase-aye, Miles-aye, Berg-aye, Cronk-aye Carried.

The Newsletter was discussed and will continue to be worked on by Sandy Colvenback.

A letter was read by the supervisor from Nadine O'Brian concerning traffic on Hagerdon Hill Road, she has requested there be a blind driveway sign put up, and the highway supervisor has agreed to do so as soon as possible.

The annual audit will be done by Chase and Brainard on January 22nd.

The idea to hire Computel to investigate overcharges of utilities was discussed.

Motion made by Miles, seconded by Chase to hire Computel consultants.

VOTE: Brainard-aye, Berg-aye, Chase -aye, Miles-aye, Cronk-aye. Carried.

The meeting was adjourned at 8:30.

Respectfully Submitted,

Kate A. Conti

Deputy Town Clerk/Recd Secy.

