

# MINUTES – TOWN OF ALLEGANY REGULAR TOWN BOARD MEETING TUESDAY NOVEMBER 18, 2014 7:00 PM TOWN HALL

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PRESENT WERE: Supervisor Hare Councilman Koebelin  
Councilman O'Dell Councilman Hitchcock  
Councilman Parker Hwy Supt. Moshier  
Attorney Tuttle Comptroller Hemphill  
Town Clerk M.Peck

ALSO PRESENT: D.Sue, H.Larson, Mayor Lamberson, S. Reed – BWB, F.Defiore, D.Benson, S. Guthrie, M.Meyers

Salute to the Flag at 7:00 opened the meeting

To be heard: Scott Reed of BWB (Town Audit) – Mr. Reed gave a summary of the 2013-2014 audit and advised that the town finances look favorable all around.

## AUDITED CLAIMS

Gen A	\$32,030.07	Hwy DA	\$ 4,492.15
Gen B	\$26,220.34	Hwy DB	\$32,093.93
Sp Dist	\$ 2,166.87		

## MONTHLY REPORTS

Town Clerk	Building & Zoning
Recreation & Parks Dept.	Highway Dept.

Town Justice D. Porter – report for October 2014 – amount of check : \$4,638.00.

Town Justice A. Spears – report for October 2014 – amount of check: \$6,380.00.

## #174-MOTION TO APPROVE MINUTES

Motion by Parker to approve the minutes from the Oct. 28, 2014 Public Hearing and Regular Board meeting as written. 2<sup>nd</sup> by O'Dell. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

## CORRESPONDENCE

1. Catt. Co. Real Property Office – information regarding Board of Assessment Review.
2. Town of Allegany Planning Board minutes from the 10/6/14 meeting.
3. Letter from CCCC regarding WECS laws.
4. NYS DEC regarding the canoe/kayak launch at River Park
5. BWB – Financial report for year ending 12/31/2013 – Town of Allegany

## NEW BUSINESS

1. Vote on results of Town Audit by BWB
2. Set hours and/or work schedule for full time employees.
3. Transfers per Comptroller's memo

## #175-MOTION TO APPROVE & ACCEPT AUDIT BY BWB

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Motion by Hare to approve and accept the audit of the town finances for 2013 and 2014 as performed by BWB. 2<sup>nd</sup> by Koebelin. Councilman Hitchcock: thank you to Carolyn. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

## #176-MOTION TO ESTABLISH STANDARD WORKDAY FOR EMPLOYEES

Motion by Hare : BE IT RESOLVED, that the Town of Allegany Town Board hereby establishes the following as a standard workday for elected and appointed officials for the purpose of determining days worked reportable to the New York State and Local Employees' Retirement System: ALL ELECTED OFFICIALS: Supervisor, Councilpersons, Town Justices – an eight (8) hour day. Superintendent of Highways and Town Clerk – a five(5) day work week and eight (8) hour day. APPOINTED OFFICIALS: Members of the Zoning Board of Appeals, Members of the Planning Board, Town Attorney, Recreation Department Workers, Cemetery Workers: an eight (8) hour day. Comptroller, Code Enforcement Officer, Recreation Dept. Director, Highway Workers – a five (5) day work week and an eight (8) hour day. 2<sup>nd</sup> by Hitchcock. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

## #177-MOTION TO ESTABLISH RECORD KEEPING PROCEDURES FOR NYS RETIREMENT REPORTING

Motion by Hare : BE IT RESOLVED, that the Town of Allegany hereby establishes the following as the record keeping procedure for determining time worked by full-time Town of Allegany employees and elected and appointed officials in the Town of Allegany who are members of the NYW and Local Employees' Retirement System: FULL-TIME EMPLOYEES: All full-time employees shall be required to keep daily time sheets showing an actual record of time worked each day and shall sign and certify said time sheets as to truth and accuracy, which time sheets shall be submitted to the Town Comptroller on a weekly basis. ELECTED AND APPOINTED OFFICIALS: All elected and appointed officials shall be required to keep a monthly log of work related activities to be kept for three (3) consecutive months at the beginning of their respective terms of office, which shall be signed and certified as to truth and accuracy, and submitted to the Town Comptroller. 2<sup>nd</sup> by O'Dell. Koebelin : questioned: the monthly log – is it for each year? Supervisor Hare: yes it is. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

## #178-MOTION TO APPROVE TRANSFERS PER COMPTROLLER'S MEMO

Motion by Hare to approve the following transfers:

\$4,000.00 from A1990.4 Contingent Acct	to A1320.4 Independent Audit
\$1,500.00 from A1990.4 Contingent Acct	to A1410.11 Dept. Town Clerk PS
\$ 100.00 from A1670.4 Printing & Mailing	to A1410.4 Town Clerk CE
\$ 400.00 from A1670.4 Printing & Mailing	to A1910.4 Unallocated Insurance
\$ 300.00 from A5010.2 Hwy Supt EQ	to A5010.4 Hwy Supt CE
\$ 163.53 from A7110.4 Parks CE	to A7110.12 Parks Lawn Mower PS
\$ 200.00 from A7110.4 Parks CE	to A7110.14 Parks Maintenance PS
\$ 782.89 from A7150.11 Sp Rec (gym) PS	to A7150.10 Sp Rec (Trail) PS
\$ 550.00 from A1990.4 Contingent Acct	to A7550.4 Celebrations
\$ 500.00 from A7620.1 Adult Rec PS	to A7620.4 Adult Rec CE
\$ 100.00 from B8010.13 ZBA PS	to B8010.12 ZBA Sect PS
\$1,400.00 from B9010.8 NYS Ret	to B8010.4 Zoning CE
\$5,000.00 from B1990.4 Contingent Acct	to B8020.4 Planning CE

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\$3,892.00 from DA9010.8 NYS Ret to DA5130.2 Machinery EQ  
\$3,900.00 from DB9010.8 NYS Ret to DB5110.4 Gen Repairs CE  
\$ 853.29 from SS8110.4 Sewer CE to SS9010.8 NYS Ret  
\$1,000.00 from SW8310.2 Water EQ to SW8310.4 Water CE  
\$2,939.90 from SW8310.2 Water EQ to SW9010.8 NYS Ret 2<sup>nd</sup> by Parker. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

BIDS on 2012 Chevrolet 2500 HD, extended cab, 4WD, 21,000 miles : 2 bids rec'd:

- 1) Olean Class Cars: \$21,333.00. 2) B & M Auto Sales (Portville): \$21,321.00.

## #179-MOTION TO AWARD TRUCK BID

Motion by Hare to accept the bid of \$21,333.00 from Olean Class Cars for the 2012 Chevrolet 2500 HD, extended cab, 4WD with 21,000 miles. 2<sup>nd</sup> by Koebelin. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

## #180-MOTION TO CLARIFY PREVIOUS INSURANCE MOTION #137 OF 9/9/14 MEETING

Motion by Hare to clarify that the previous insurance motion #137 of the 9/9/14 Town Board Meeting shall expire 12-31-14. 2<sup>nd</sup> by Koebelin. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

## #181-MOTION TO CLARIFY INSURANCE FOR OUT OF AREA RETIREES

Motion by Koebelin that the Town shall offer insurance to out of area retirees from what options we are provided by BC/BS of WNY. 2<sup>nd</sup> by Hare. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

## #182-MOTION TO PURCHASE CHRISTMAS LIGHTS FOR TOWN HALL

Motion by Parker to purchase Christmas lights for the Town Hall not to exceed \$250.00. 2<sup>nd</sup> by Hare. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

## OLD BUSINESS

1. Modify the resolution for Retiree health insurance : Motion #137 of the 9/9/14 town board meeting.

## COMMITTEE REPORTS

- Councilman Parker- looking into fixing the drinking fountain out front of the Town Hall. Has spoken to a few people about this. There was much discussion about this matter.

## #183-MOTION TO TABLE WATER FOUNTAIN RESTORATION

Motion by Hare to table this matter regarding the water fountain restoration. 2<sup>nd</sup> by O'Dell. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

- Councilman Hitchcock – the roof on the large pavilion at River Park is in need of repair. Many local contractors have been contacted, but none are interested in the job. One bid received from Artisan Contracting for \$14,000 for work done before the end of this year, and \$9,000.00

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for the work done in the summer. We do have one bid from John Crisafulli in the amount of \$8500.00 for doing the work now.

- Attorney Tuttle – the attorney managing the sale of the “surplus parcel” and St. Bonaventure University is requesting a title search continuation. They shall advise Attorney Tuttle when they have received the information.
- Attorney Tuttle – she and Attorney Fodor are to meet regarding the transfer of River Park property, dimensions, transfer, recording of deed, etc. She should have more information at the next meeting. This will be on the Dec. 9<sup>th</sup> agenda.
- Mayor Lamberson – would like to thank the highway department workers for their help .

## #184-MOTION TO ADJOURN TO EXECUTIVE SESSION ON A LEGAL MATTER

Motion by Hare to adjourn regular meeting and enter executive session to discuss a legal matter. 2<sup>nd</sup> by Koebelin. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

This portion of meeting adjourned at 8:15 pm

## #185-MOTION TO ADJOURN EXECUTIVE SESSION AND RE-ENTER REGULAR SESSION

Motion by O’Dell to adjourn executive session and re-enter regular session. 2<sup>nd</sup> by Koebelin. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

## #186-MOTION TO ADJOURN ENTIRE MEETING

Motion by Parker to adjourn the entire meeting. 2<sup>nd</sup> by Hare. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

Entire meeting adjourned at 8:41 pm

Respectfully submitted,

Mary M. Peck, Town Clerk  
11/19/14