

ALMOND TOWN BOARD REGULAR MEETING

February 11, 2020

THE REGULAR MONTHLY MEETING of the Almond Town Board was opened at 6:39pm by Supervisor Dawn Wildrick-Cole. Also present were Deputy Supervisor Dan Hegarty, Board Members Jo-Anne Freeland, Bryan Snyder, and Larry Perry, Town Clerk Shelly Stevens, and Deputy Town Clerk Arlene McMahon

Absent: Highway Superintendent Jamie Mansfield

Minutes: A motion was made by Dawn and seconded by Jo-Anne to accept the January regular meeting minutes. Minor corrections noted and reflected in the final permanent minutes record such as expected delivery date of truck approved to be ordered and grammar changes. The motion passed with all in favor.

Supervisor: A motion was made by Dawn and seconded by Larry to accept the January 2020 Supervisors Report and Monthly Budget. It was noted that Voucher #459 was moved to different categories by Baldwin then what the Board approved and the 2020 Budget terms. JA in the Supervisor's report is the Town's 2020 Contribution from the B Fund. The motion passed with all in favor.

Town Clerk/Tax Collector: A motion was made by Dawn and seconded by Dan to approve the January 2020 Town Clerk Report and the 2019 Annual Report. The motion passed with all in favor. The 2019 annual report shows 20 building permits while the Codes annual report shows 22, one of which was processed in 2020, not 2019. Shelly will meet with Codes to verify the other permit was processed in 2018.

Highway Superintendent:

- Plowed and sanded roads 16 different times
- Shipped 05 Sterling off too Thru Way spring to have rear suspension fixed. County low boy hauled it up there.
- Cutting trees on Hopkins road. Old maples that are in really bad shape
- Helped County out with a couple trees on their county roads
- Mowing brush back on Baily Hill and Emerson road with mower on Excavator
- Changed a wing edge on 05 sterling and 18 Peterbilt
- Changed front Carbide cutting edge on 01 Sterling. Welded some cracks and spring adjuster bracket on front Plow, Blew Hydraulic hose on wing, side dump, and auger motor at different times.
- Replaced sander Chain and rear bearings on 01 sterling after bearing failed and bound up and broke chain.
- Servicing Roller, fixing a couple Switches and mounting plates that were bad.

It was also noted that the Town Board received and reviewed a letter received from resident Tim Koegal concerning plowing on the Turnpike Rd. A motion was made by Dawn and seconded by Larry to approve the Town Highway Report. The motion passed with all in favor.

Dog Control Officer: No report given

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Codes Officer: No report given

Review of Abstracts: Dawn made a motion to accept Abstract #2 for February 2020 for a total of \$47,983.17. Larry seconded the motion.

- General Fund A claims in the amount of \$6,250.97
- Highway Fund B claims in the amount of \$9.99
- Highway Fund DA claims in the amount of \$14,502.21
- Capital Project Fund H claims in the amount of \$2,220
- Fire Protection District Fund SF claims in the amount of \$25,000

The motion passed with all in favor.

Jo-Anne requested to know if Voucher #26, was that checked first to see if that could have been covered by warranty. The Board also discussed that there is now a state contract for cell phones and wants to discuss that with Jamie prior to the next meeting.

Proposed Resolutions:

- **2020 Town Policies:** A motion was made by Dawn and seconded by Larry to approve the proposed 2020 Town Policies. The motion passed with all in favor.
 - Sexual Harassment Policy
 - Credit Card Policy
 - Fund Balance Policy
 - Grievance Policy
 - Code of Ethics Policy
- **Procurement Policy:** A motion was made by Dawn and seconded by Larry to approve the Procurement Policy as it stands with the exception of raising the minimum dollar amount required for a verbal quote from \$250 to \$1,000. The motion passed. Jo-Anne voted Nay.
- **Investment Policy:** The Investment Policy was tabled until next meeting as the Board collects more information, including additional samples of Investment Policies from NYS Association of Towns.
- **CD:** A motion was made by Bryan and seconded by Jo-Anne to approve the withdraw of \$125,000 from a \$425,000 CD at Citizens and Northern Bank that is coming to mature and place that amount in a CD at whichever bank from list of depositories has the best rate, the remaining \$300,000 to be renewed at Citizens and Northern for another 1 year CD term. The motion passed with all in favor.
- **Bush Rd Bridge:** A motion was made by Dawn and seconded by Larry to approve the bridge resolution received from Allegany County. The motion passed with all in favor.

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- Accounting Training: A motion was made by Dan and seconded by Bryan to approve Office of the State Comptroller financial training in Albany in March for Dan Hegarty. The motion passed with all in favor.

A motion to move the meeting into Executive Session was made by Dan and seconded by Jo-Anne at 8:36pm. The motion passed with all in favor.

A motion to end Executive Session was made by Dawn and seconded by Larry at 9:16pm. The motion passed with all in favor.

A motion to adjourn the meeting was made by Jo-Anne and seconded by Bryan at 9:16 pm. The motion passed with all in favor.

Respectfully submitted

Shelly Stevens
Town Clerk