

## ALMOND TOWN BOARD REGULAR MEETING

October 19, 2021

THE PUBLIC HEARING regarding approval of the Preliminary Budget for the Town of Almond was called to order by Deputy Supervisor Dan Hegarty at 5:46 pm. Also present were Board Members: Bryan Snyder, Larry Perry and Jo-Anne Freeland, Town Highway Superintendent Jamie Mansfield, Town Code Enforcement Officer Bill Ells, Village Board Member Bill Lockwood, Paul Gabriel, Dennis George, Dave Giles and Village Clerk Teresa Jaycox. Also in attendance were Residents Keith Stanley, Don Weiman, and Jan Leathersich.

Absent: Supervisor Dawn Wildrick-Cole

There were no comments from the public regarding the Budget and the Public Hearing was closed at 6:00 pm.

THE JOINT TOWN AND VILLAGE MEETING was opened by Deputy Supervisor Dan Hegarty at 6:00 pm. The purpose of the Special Joint meeting was to present, discuss, and approve estimates for the replacement of gutters and repair of the roof on the front of the Fire Hall and Municipal Building.

- Jo-Anne asked when the roof was replaced and was there a warranty on the rubber roofing. The rubber roofing is lifting in spots but otherwise is good. The wood underlayment is rotting.
- Code Officer Bill Ells presented quotes and scope of project from four (4) companies.
- The companies that provided quotes are:
  - Airvent Aluminum
  - Liberty Roofing
  - Universal Builders
  - General Roofing
- Jo-Anne asked if the insurance company would cover the repair. Dan will check with the insurance company.
- The Fire Department would like a gutter or roof over the back door of the fire hall. It was asked if the Town bought the materials, would the fireman do the labor. Waiting to hear what the fire department wants to do.
- Dan motioned to accept the proposal from Universal Builders and check with the insurance company about possible coverage for the damage. Jo-Anne seconded the motion and passed with all in favor.
- After further discussion with a resident who had work done by Universal Builders and the Boards, Jo-Anne suggested that the Joint Boards rethink the vote. Dan motioned that the initial vote be rescinded, Jo-Anne seconded it.
- Bill Ells will get a new quote from General Roofing to include taping all the seams.
- The repairs have been tabled until a new quote from General Roofing is received.

THE REGULAR BOARD MEETING for the Town of Almond was called to order by Dan Hegarty at 6:35 pm.

- Bill Ells asked about the Preliminary Budget having a lot of line items with no figures. Julie explained that evidently the program Baldwin Business Services uses for the Budget shows every line account whether it is used or not.

## ALMOND TOWN BOARD REGULAR MEETING

October 19, 2021

- Julie asked about budgeted money for a Deputy Clerk. Dan stated that it was approved. They would be a line transfer from the Clerk's CE line if needed.

**Minutes:** Dan asked if everyone had a chance to look at the minutes. A motion was made by Dan and seconded by Larry to accept the September 2021 regular meeting minutes. The motion passed with all in favor.

**Supervisor:** A motion was made by Larry and seconded by Bryan to accept the September 2021 Supervisors Report and Monthly Budget. The motion passed with all in favor.

### **Town Clerk/Tax Collector:**

- Julie announced that Jan Leathersich has accepted the position of Deputy Clerk for the Town of Almond. Jan will be administered the Oath of Office on October 20, 2021.
- Jo-Anne had a question regarding Funeral Homes getting copies of certified Death Certificates. Julie stated that the Funeral Home sent a check for the copies on behalf of the family.

A motion was made by Dan, and seconded by both Jo-Anne and Larry to accept the September 2021 Clerk's report. The motion passed with all in favor.

### **Highway Superintendent:**

- Highway Superintendent's report was submitted both orally and in writing.
- Replacement of Hot Water Tank and Boiler relief valves as required due to Boiler Inspection in the Municipal Building has been completed. Jamie called to schedule re-inspection.
- Jamie met with DEC regarding the pit. They suggested hydro seeding of the area that was reclaimed. The County will come to seed it for the town.
- The Highway Department has been going over the trucks getting ready to put the snow equipment on.
- Still having problems with the excavator.
- Submitted the annual seasonal road list.
- Due to IT upgrades in September, there are a few things he hasn't completed as of yet.
- Allegany County has been declared a disaster area due to the flooding. Jamie has been working on the FEMA paperwork. He will send requested paperwork to the County.

Dan motioned to accept the Highway Superintendent Report. Jo-Anne seconded and it passed with all in favor.

**Dog Control Officer:** Dan said he needed new dog license applications with the current pricing. Julie will give Dan some and will send the new applications to the webmaster to replace the outdated ones on the Town website.

## ALMOND TOWN BOARD REGULAR MEETING

October 19, 2021

### Code Enforcement:

- Bill said he has issued a lot of building permits. He has been checking on the construction almost daily.
- The next Zoning meeting will be November 15, 2021.
- He met with Don Wieman and Kier Dirlam regarding things the Town Zoning Board would like to do. Especially with special use permits, agriculture, business and residential. They would like to cut the zones down to four types.

### Review of Abstracts:

- Jo-Anne asked how often Paper towels and toilet paper are ordered. Dan and Jamie also questioned this. Jamie normally orders once a year for the shop.
- Julie will get a report from Baldwin as to how much has been paid to Regional.
- A discussion ensued regarding the amount that is ordered and where it is kept. Jamie also mentioned that he and Julie were looking for the paper towel dispenser he ordered to place on the wall in the Community Room for paper towels. The janitor closet is locked and a duplicate key cannot be located in the building.
- Julie is to get an invoice from Regional for the last statement.
  
- General Fund A claims in the amount of \$15,719.67
- General Fund B claims in the amount of \$212.80
- General Fund DA claims in the amount of \$7,473.60
- General Fund DB claims in the amount of \$17354.08
- Joint Municipal Fund JM claims in the amount of \$0
- Fire Protection District SF claims in the amount of \$0

Dan made the motion to approve Abstract #10 in the amount of \$40,719.67. Jo-Anne seconded. The motion passed with all in favor.

Proposed Resolutions: None

### New Business:

- Preliminary Budget Approval – no action taken.
- Almond Community Face Book page – Dan will find out the Town's options to have it under control of a Town Employee. Maybe open a new one under new administration. Concern about a non-employee/official owning the page and all contact information is for the Town of Almond. Move to old business for the next meeting. Discussion was had whether the Town should have a Face Book page. Julie will also have the Town webmaster change the Regular Meeting hour to the correct time.
- Smoking/Vaping Ordinance – Decision to put up signs was made rather than enacting an ordinance that cannot be enforced. Larry made a motion to erect signs, Dan seconded it and it passed with all in favor. Jamie will get prices on signs, he said they should be about \$45.00 each.

## ALMOND TOWN BOARD REGULAR MEETING

October 19, 2021

- Larry motioned the Town put up signs to the effect of “No Smoking/Vaping”. Dan seconded it. Passed with all in favor.
- Covid funds – no additional information Dan mentioned that AACSA is looking to get any leftover funds the town may have for the park which is a permitted use of the funds. Dan stated that Jamie is calculating the cost that the Town paid to employees due to Covid issues ie babysitters etc. This can be use of Covid relief funds. After the total amounts the town can allocate to Covid, the town may give the highway workers a bonus as essential workers for the time worked during the Covid emergency.
- Dan is going to contact Integrated Systems about getting set up for ZOOM meetings. Julie will be doing a webinar through Granticus on this issue.
- Credit Card Processing – Julie is gathering information to allow the Town to accept CC payments.

### Old Business:

- Clerk – Elected to Appointed – Julie found past emails to the former Town Clerk regarding the Proposition. No action was taken by the former Town Clerk to have this put on the Ballot for the November election. Unfortunately, Julie was unaware if she should have contacted the town attorney for a final draft and advise the Board of Elections.
- Garage Doors – still waiting for quotes
- Additional Camera Purchase – Still waiting.
- Solar Policy – Dan read the Alfred policy. He thinks it is very thorough and the town should adopt it. This policy needs to put in place as soon as possible. The Alfred policy has in place reserves for removal and disposal when equipment is no longer good. No action taken moved to November meeting. Julie will resend the policy.
- Door locks – Dan has called to Jimmy’s Locks for an estimate, has not heard back.

Dan asked if the Girls Scouts or another group can sew weights into the American Flags which are on the poles to keep them from wrapping on the poles and/or lines as a community service project. It was decided to table the issue until May of 2022.

At 7:39, Dan made a motion to go into executive session.

The Board returned to Regular Session and adjourned at 8:43.

Respectfully submitted

Julie Phillips

Town Clerk