

## ALMOND TOWN BOARD REGULAR MEETING

April 20, 2021

THE REGULAR MONTHLY MEETING of the Almond Town Board was opened at 9:00 am by Supervisor Dawn Wildrick-Cole. Also present were Board Members: Deputy Supervisor Dan Hegarty, Larry Perry, and Jo-Anne Freeland, Highway Superintendent Jamie Mansfield, Town Clerk Shelly Stevens, Codes Enforcement Officer Bill Ells, Town Justice Honorable Teresa Jaycox, Village Board Member Bill Lockwood, Wellsville Technologies: Glen Hoehn and Megan Barry, resident Charlie Gaynor.

**Justice:** Honorable Teresa Jaycox addressed the Board regarding equipment and internet charges being refunded that she had personally paid due to requirement of “at home court” for COVID reasons required by her superiors in the court system.

Resident / Town Clerk Shelly Stevens thanked Hon. Jaycox for all of her hard work and dedication to the Town of Almond during the trying times of the pandemic and the extra work that was required of her which included many sleepless nights due to call outs.

**IT Contract:** Wellsville Technologies owner Glen Hoehn addressed the Board regarding recent work completed on the Highway and Lions park cameras. He also presented a contract estimate that included camera repair for the municipal building, a 12-month IT service contract, network map, IT policies, network security and infrastructure, including a server, and an estimate for a computer for Town Board use. Total cost of the contract, including the highway camera repair is estimated at \$14,280.30, of which a \$400 savings would be subtracted if entire contract agreed to. Village Board member Bill Lockwood suggested a joint meeting with the Town and Village to discuss the contract.

**Minutes:** A motion was made by Dan and seconded by Dawn to accept the March 2021 regular meeting minutes. The motion passed with all in favor.

**Supervisor:** Supervisor’s reports were tabled due to late arrival of documents and inability to study prior to meeting.

**Town Clerk/Tax Collector:** A motion was made by Dawn and seconded by Larry to accept the March 2021. The motion passed with all in favor.

Shelly also informed the Board of the cost of Hometown Heroes banners increasing. If less than 5 flags ordered at one time, each flag then costs \$300 to be paid by the person requesting the banner.

### **Town Clerk Suggestions:**

- **Tax Collector Bookkeeper:** Shelly wanted to inform the Board as there seemed to be some confusion, that the Tax Collector (nor Town Clerk) does not have a bookkeeper assigned to the roles. This is the reason that Shelly previously requested the Deputy Tax Collector or a Board member assist in collecting taxes, so as to have a checks and balances system in place.
- **Board Member – Tax Collector Shadow:** Shelly also strongly requested that every Board member, at least 1 time during their service, spend 1 entire day during January with the Tax Collector to learn about that role and what the required tasks are of the Tax Collector.

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### **Highway Superintendent:**

- Out 4 times to plow, sand
- Hauling creek gravel to pit
- Screening gravel
- Sandblasted 30 wheels and wing then primed and painted
- Replaced broken belts and worn chain and sprockets on screen
- Took refresher first aid and CPR class in Canistota
- Completed online Sexual Harassment class that NYMIR put on
- Trucks snowplow equipment removed and cleaned
- Sweeping threw out the town and the village, used Village of Alfred' sweeper truck
- Washed bridge decks and railings off
- Washed hometown hero banners and hung banners
- Serviced roller and tractor, oil and fuel filters
- Range selector cables broke on tractor, disassemble part of interior to change cables out with new
- Replaced driveway pipe on Ryan Rd and Jon Dixon
- Ditch work on Ryan Rd between Bush Rd and Cash Davison's, ditch work on John Dixon up at snowplow turn around

Jamie also brought to the Board the need for new highway garage doors, estimated at about \$23,000. Motion to be brought in front of the Board during the May meeting.

A motion was made by Dawn and seconded by Dan to accept the Highway Superintendent's Report. The motion passed with all in favor.

**Dog Control Officer:** Dan informed the board that if an Alfred resident's dog is boarding at the Town of Almond kennel, the Almond DCO or Almond Town Clerk would be the receiver of payment by dog owner for release. A motion was made by Dan and seconded by Dawn to accept this procedure of payment. The motion passed with all in favor.

**Codes Officer:** Bill Ells gave update on new permits issued. He also brought up zombie properties and clean ups needed.

Planning Board: Bill Ells relayed information that Kier Dirlam had attended the planning board meeting and mentioned chickens running wild and suggested that restrictions not be in zoning code, but rather Town should consider DCO becoming an animal control officer. Kier also encouraged the Board to discuss Solar Law proactively.

**Late arrival:** Board Member Bryan Snyder arrived at 10:15am

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**Review of Abstracts:** Dawn made a motion to accept Abstract #4 for April 2021 for a total of \$53,673.56 with the exception of vouchers #98 and #101 not being approved of back dated 2020 requests. Larry seconded the motion.

- General Fund A claims in the amount of \$8,167.56
- General Fund B claims in the amount of \$45.92
- General Fund DA claims in the amount of \$17,100.55
- General Fund DB claims in the amount of \$609.55
- Joint Municipal Fund JM claims in the amount of \$2,749.98
- Fire Protection District SF claims in the amount of \$25,000.00

The motion passed with all in favor.

### **Proposed Resolutions:**

- **2021 Fund Balance and Investment Policies:** A motion was made by Dawn and seconded by Larry to approve the proposed 2021 Fund Balance and Investment Policies. The motion passed with all in favor.
- **2021 Credit Card and Procurement Policies:** These policies were tabled, requesting further discussion

### **Old Business:**

- **Town Clerk Appointed** – Per April meeting vote, Dawn will contact lawyer to proceed with getting this proposal on the 2021 ballot

A motion to adjourn the meeting was made by Larry at 10:39 am and seconded by Dan. The motion passed with all in favor.

Respectfully submitted  
Shelly Stevens  
Town Clerk