

# **TOWN OF BOLIVAR**

## **Regular Meeting Minutes**

March 20th, 2018

1. A Regular Monthly Meeting of the Town of Bolivar, NY was held on, March 20th, 2018, at 6:00 p.m., at the Bolivar Town Hall. Please note that there was not a monthly meeting in February due to unforeseen circumstances.
2. Supervisor Gould called the meeting to order at 6:00 p.m. and led in the Pledge of Allegiance.

3. Present:           Ricky Gould                               Supervisor  
                  Bob Ingalls                              Councilperson  
                  Randy Iantorno                       Councilperson  
                  Bud Wittenburg                      Councilperson  
                  Brad Schiralli                        Highway Superintendent  
                  Amanda Gilliland                   Town Clerk

4. Absent:            Sharon Evingham               Councilperson

5. Guests Present and Public Concerns: Raymie Auman from Richardson & Stout Insurance to talk about insurance coverage. Mr. Auman left the meeting at 6:20pm.  
Jack & Kathy Berry from Berry & Berry gave the board the annual financial report for 2017. They left the meeting at 6:45pm.

6. **APPROVAL OF JANUARY 16<sup>TH</sup>, 2018 MEETING MINUTES**

The minutes of January 16<sup>th</sup>, 2018, were read by the Board. A motion was made by Councilperson Ingalls, seconded by Councilperson Iantorno, to accept the minutes.

Aye – 4, Nay – 0 Motion carried.

7. **APPROVAL OF JANUARY 16<sup>TH</sup>, 2018 ORGANIZATIONAL MEETING MINUTES**

The minutes of January 16th, 2018, were read by the Board. A motion was made by Councilperson Iantorno, seconded by Councilperson Ingalls, to accept the minutes.

Aye – 4, Nay – 0 Motion carried.

**8. Report of Town Officials:**

- **Highway:** Highway Superintendent Brad Schiralli gave his report to the Board.  
Mr. Schiralli states that the highway department has been working on replacing the steel plating on one of the wheel wells on the trailer that is shared with the Town of Alma. The Town of Alma will share the cost of materials used.  
Also, the doorway to the boiler in the Town Hall has been modified to meet the criteria set from the recent inspection of the boiler.  
The telephone pole in the cemetery that was broken has been replaced. There are some trees limbs that lines run through. The highway department will be trimming those.  
Highway Superintendent Schiralli also informed the Board regarding the hand dryer in the court room. After replacing the motor and circuit breaker, the dryer is still not working. Supervisor Gould asked Mr. Schiralli to pull the wiring and replace it.  
And finally, Mr. Schiralli shared with the Board a letter he received from the DEC regarding a site inspection that was done at the gravel pit. Mr. Schiralli has contacted the DEC and has a meeting with Matthew Chesebro on March 21, 2018, to discuss the inspection.
- **Code Enforcement:** 0 building permits issued in January or February
- **Town Clerk:** The Clerk report for January & February were handed out to the board. Check#1766 for \$3,310.50 and check# 1770 for \$1,927.00 were deposited in the General A Fund. Also issued by the Clerk's Office were 2 handicap permits, and 4 notarized documents.

PAID TO SUPERVISOR FOR GENERAL A FUND	\$3,310.50
PAID TO SUPERVISOR FOR GENERAL B FUND	\$0
PAID TO NYS DEC FOR DECALS	\$0
PAID TO NYS AG & MARKETS FOR ANIMAL POPULATION CONTROL FUND	\$28.00
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSE	\$0
PAID TO COUNTY TREASURER FOR LANDFILL	\$199.50
<b>TOTAL DISBURSEMENTS FOR JANUARY</b>	<b>\$3,538.00</b>

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On a motion of Councilperson Wittenburg, seconded by Councilperson Iantorno to approve the Clerk's Report for January and February.

PAID TO SUPERVISOR FOR GENERAL A FUND	\$1,927.00
PAID TO SUPERVISOR FOR GENERAL B FUND	\$0
PAID TO NYS DEC FOR DECALS	\$0
PAID TO NYS AG & MARKETS FOR ANIMAL POPULATION CONTROL FUND	\$29.00
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSE	\$45
PAID TO COUNTY TREASURER FOR LANDFILL	\$19.00
<b>TOTAL DISBURSEMENTS FOR FEBRUARY</b>	<b>\$2,020.00</b>

Aye – 4, Nay – 0 Motion carried

- **Tax Collector:** Checks #1185 for \$270,373.11, #1186 for \$104,564.57, #1189 for \$309,878.88, #1190 for \$39,638.44 were deposited in General A fund. \$10,460.86 has been collected for taxes via xpress-pay.
- **Justice:** Justice Kirnan submitted his monthly report to the Board for the month of January and February. Check #1071 for \$2,779.00 and # 1072 for \$ 935.00 were deposited into the General A fund.
- **Dog Control:** Dog Control Officer Scott Fuller submitted reports for January and February.

#### 9. **PAYMENT OF BILLS:**

On a motion of Councilperson Iantorno, seconded by Councilperson Ingalls that the bills be paid in the following amounts:

GENERAL FUND A Abstract , Vouchers #31-56	\$8,704.99
GENERAL FUND B Abstract , Vouchers #	\$0
HIGHWAY FUND DA Abstract , Vouchers #16-28	\$30,244.65
HIGHWAY FUND DB Abstract , Vouchers #5	\$3,816.08
<b>TOTAL FOR FEBRUARY</b>	<b><u>\$42,765.72</u></b>

GENERAL FUND A Abstract , Vouchers #57-80	\$134,761.08
GENERAL FUND B Abstract , Vouchers #1	\$390.00
HIGHWAY FUND DA Abstract , Vouchers #29-41	\$16,414.90
HIGHWAY FUND DB Abstract , Vouchers #6-7	\$435.60
<b>TOTAL FOR MARCH</b>	<b><u>\$152,001.58</u></b>

Aye – 4, Nay – 0 Motion carried.

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**10. APPROVAL OF BOLIVAR RICHBURG WATER SYSTEM ABSTRACTS FOR MARCH 2018 TOTALING \$8,178.44:**

On a motion of Councilperson Ingalls, seconded by Councilperson Wittenburg, to approve the abstract for the Bolivar Richburg Water System.

Aye 4, Nay – 0 Motion carried.

**11. APPROVAL OF BOLIVAR RICHBURG WATER PROJECT ABSTRACTS FOR MARCH 2018 TOTALING \$4,006.78:**

On a motion of Councilperson Ingalls, seconded by Councilperson Wittenburg, to approve the abstract for the Bolivar Richburg Water Project.

Aye –4, Nay – 0 Motion carried.

- Water board news: Supervisor Gould informed the Board that he is working on the Water district budget.
- The Baldwins submitted invoice showing that they did pay, with date of payment. Baldwin did come in and said he needed the original invoice that was submitted back. The Water clerk was going to mail it to him. The Water clerk said she is waiting for the final ok on the agreement so she can send the agreement with the invoice so the Baldwins can sign it.

- **RESOLUTION 5-2018 TO APPROVE TO ALLOW BOLIVAR RICHBURG WATER SEASONAL CUSTOMERS TO PAY THE MONTH OF WATER USAGE INSTEAD OF THE WHOLE QUARTER WHEN REQUESTING SHUT OFF**

On a motion of Supervisor Gould, seconded by Councilperson Wittenburg, to approve to allow Bolivar Richburg Water seasonal customers to pay the month of water usage instead of paying for the entire quarter when requesting water shut off. The customers are still responsible for the hydrant fee.

Aye –4, Nay – 0. Motion carried

**12. OLD BUSINESS:**

- Hand dryer in court room: Highway Superintendent Brad Schiralli is working on dryer. A new motor was put in and still not functioning. Justice Calcagno is requesting to just remove dryer and have paper towels. The Board asked Mr. Schiralli to look at the wiring for the issue.

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- Court letter board update: Still working on letter board purchase. Emailed Supervisor Gould on a letter board from amazon for \$195.00, this includes the letters.
- Procurement policy – board has been emailed samples sent from Assoc. of Towns. The Board is still working on an updated policy.
- Router- Supervisor Gould did order a new router and switch. However, Alyn MacDonell came in and said we were not using the time warner router for the wifi. He set it up and now the wifi stays connected. Mr. MacDonell has submitted a proposal to both the Town and Village boards to come in and take inventory of our equipment so he can better assist with IT issues. Both boards are waiting on a price from Mr. MacDonell.

### **13. NEW BUSINESS:**

- Pool closure: A Summer Recreational Program Proposal was given to the Board. The Board is in favor of a program. They did however have some questions. As this is a program that would be shared with the Village of Bolivar, this was tabled for further discussion.
- Steve Peck from The Ryan Agency would like to put in a bid for insurance coverage for the Town. Supervisor Gould is reaching out to Mr. Peck with some questions.
- Prosecuting unpaid dog fines. Spoke with Judge Kirnan and he states the DA got back to him and the DA will NOT prosecute for dogs. Mr. Kirnan has about 10 tickets that had not paid their fines, only 2 of them are since Scott Fuller took over. The Board asked the clerk to contact the ADA that prosecutes for the Town & Village and see if they would prosecute the unpaid fines. If not, the clerk is to ask if the dog control officer can prosecute.
- **RESOLUTION 6 – 2018 STANDARD WORK DAY FOR NYS AND LOCAL RETIREMENT SYSTEM**

On a motion made by Councilperson Ingalls, seconded by Councilperson Iantorno to approve a 6-hour standard work day for the Town Clerk for NYS and Local Retirement System

Aye –4, Nay – 0. Motion carried.

**RESOLVED** that the NYS and Local Retirement System standard work day for the Town Clerk Amanda Gilliland will be 6 hours per day.

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- **RESOLUTION 7-2018 TO APPROVE THE CONSOLIDATION OF VITAL REGISTRATION DISTRICTS BETWEEN THE TOWN OF BOLIVAR AND THE VILLAGE UNDER VITAL STATISTICS REGISTRATION DISTRICT 259:**

**Whereas**, the Town of Bolivar has been assigned by New York State as Vital Statistics Registration District 259, and the Village of Bolivar has been assigned by New York State as Vital Statistics Registration District 224, and

**Whereas**, the Town Clerk has requested the approval of the Town Board to formally consolidate the Town and Village into one primary registration district, namely the District of the Town of Bolivar under Vital Registration District 259, and

**Whereas**, the formal consolidation of the Registration Districts would benefit the public by eliminating questions as to which district records should be filed and not result in the loss of services to either municipality,

**Now**, therefore be it **RESOLVED**, by the Town of Bolivar that consolidation of the Town and Village Registrar functions under the Town's registration number (Vital Registration District 259) is approved, pending necessary approvals of all other required entities, including the Village of Bolivar, Allegany County, and the New York State Department of Health.

On a motion made by Councilperson Ingalls, seconded by Councilperson Wittenburg to approve the consolidation of the Town and Village Registrar functions under the Town's registration number (Vital Registration District 259).

Aye –4, Nay – 0. Motion carried.

- **RESOLUTION 8-2018 TO APPROVE THAT THE 2017 BUDGET BE AMENDED BY TRANSFERS BETWEEN APPROPRIATIONS AND APPROPRIATION OF UNANTICIPATED REVENUES:**

On a motion made by Supervisor Gould, seconded by Councilperson Ingalls, to approve that the 2017 budget be amended by transfers between appropriations and appropriation of unanticipated revenues.

Aye –4, Nay – 0. Motion carried.

**14.** A motion to adjourn the meeting at 8:25 p.m. was made by Councilperson Iantorno, seconded by Councilperson Ingalls.

Aye – 4, Nay – 0 Motion carried.

Respectfully Submitted,  
Amanda Gilliland  
Town Clerk