

**TOWN OF CARROLLTON  
ORGANIZATIONAL MEETING**

**January 2, 2014**

**5:00pm**

**MUNICIPAL COMPLEX**

**640 MAIN STREET**

**LIMESTONE, NY 14753**

**Present:** Supervisor Bruce Hudson, Councilman Ralph Bottone, Councilman Jim Rounsville, Councilman Jim Stoddard, Town Clerk Julie Carlson, Highway Superintendent Jim Hicks, Water/ Sewer/Complex Maintenance& Dog Control Officer Ricky Dixon, Code Enforcement/ Water & Sewer Dept. Lance Jobe, Water/Sewer/Rental Clerk Rosemary Fowler, Bookkeeper Mary Rhodes, Zoning Board Chairman Kriss Edwards, Town Justice Joseph Crowley. **Not Present:** Councilman Brian Jacoby.

**Also in Attendance:** Times Herald Reporter Kate Sager. Carl Edwards, Ron Pawliske, Dianne Crowley.

Supervisor Hudson called the January 2014 Organizational Meeting to order following the Pledge of Allegiance.

**Motion** made by Councilman Stoddard, 2<sup>nd</sup> by Councilman Rounsville to name the Olean Times Herald as the Towns official newspaper. All voting yes, Motion carried.

**Motion** made by Councilman Rounsville, 2<sup>nd</sup> by Councilman Stoddard to use Five Star Bank and Cattaraugus County Bank as the official Town Bank for 2014. All voting yes, Motion carried.

**Motion** made by Councilman Bottone, 2<sup>nd</sup> by Councilman Rounsville to set the Mileage Reimbursement at .50 per mile. All voting yes, Motion carried.

**Motion** made by Councilman Rounsville, 2<sup>nd</sup> by Councilman Stoddard to remove John Kemp and David Frederick as authorized signatures at Five Star Bank and add on Supervisor Bruce Hudson as an authorized signature at Five Star Bank. All voting yes, Motion carried.

**Motion** made by Councilman Bottone, 2<sup>nd</sup> by Councilman Stoddard to have Mary Rhodes, Town Bookkeeper and Supervisor Bruce Hudson to have account access for branch, online and MasterCard Accounts. Remove David Frederick to having account access for branch, online and MasterCard Accounts. All voting yes, Motion carried.

**Motion** made by Councilman Stoddard, 2<sup>nd</sup> by Councilman Bottone for the Investment Policy and authorization for Supervisor Bruce Hudson to invest town funds and monies pursuant to it, modifying the Investment Policy by deleting Fleet Bank which has not been in this area for several years and adding Five Star Bank as the Designation of Depositories. All voting yes, Motion carried.

**Motion** made by Councilman Rounsville, 2<sup>nd</sup> by Councilman Stoddard to accept the Code of Ethics Local Law 1 of 1970 for Officers and Employees of the Town of Carrollton and to post it in all Town Buildings as prescribed, and may amend as prescribed by law. All voting yes, Motion carried.

**Motion** made by Councilman Bottone, 2<sup>nd</sup> by Councilman Rounsville to accept the current Procurement Policy as is, reserving the right to amend or otherwise change by further Resolution and make sure it is for all departments. All voting yes, Motion carried.

**Motion** made by Councilman Rounsville, 2<sup>nd</sup> by Councilman Stoddard to set the Petty Cash fund for \$150.00 for Water/Sewer/General Fund use by Town Clerk and Water/Sewer Clerk. All Voting yes, Motion carried.

**Motion** made by Councilman Stoddard, 2<sup>nd</sup> by Councilman Rounsville to set the Monthly Board Meetings on the 3<sup>rd</sup> Tuesday of the Month at 6pm, beginning with a 30 minute workshop to review the vouchers. All voting yes, Motion carried.

**Motion** made by Councilman Stoddard, 2<sup>nd</sup> by Councilman Bottone to set the bi-weekly Paycheck Distribution time for 9am on Thursday. All voting yes, Motion carried.

**Motion** made by Councilman Stoddard, 2<sup>nd</sup> by Councilman Rounsville to pay Board Members and Monthly paid employees paid on the 10<sup>th</sup> of each month. All voting yes, Motion carried.

**Motion** made by Councilman Rounsville, 2<sup>nd</sup> by Councilman Stoddard to pay the Tax Collector salary in two installments during tax collecting time. All voting yes, Motion carried.

**Motion** made by Councilman Bottone, 2<sup>nd</sup> by Councilman Stoddard to reclassify the Civil Service Youth Recreation Leader (Non-Competitive Class) to Recreation Attendant (Labor Class). All voting yes, Motion carried.

**Motion** made by Councilman Bottone, 2<sup>nd</sup> by Councilman Rounsville to delegate the Powers and Duties of administration to the Supervisor for Town and Special Districts on behalf of the Town Board. All voting yes, Motion carried.

**Motion** made by Councilman Bottone, 2<sup>nd</sup> by Councilman Rounsville to accept the Annual Appointments and Salaries from the General fund as budgeted for 2014 and appoint the following positions at no additional pay:

Budget Director- Mary Rhodes, Supervisor Hudson  
Deputy Supervisor-Councilman James Stoddard  
Registrar of Vital Statistics- Julie Carlson  
Deputy of Vital Statistics-Rosemary Fowler  
Dog Control Officer- Ricky Dixon  
Civil Defense Director- Mike Soper

Liaison for:

Sewer Matters-Supervisor Hudson  
219/I86- Stoddard  
Seneca Nation- Bottone  
Code Enforcement-Stoddard

Highway- Bottone  
Municipal Complex & Repairs- Jacoby  
Planning Board- Rounsville  
Zoning-Stoddard

Committees:

Planning Board-Florence Fuller (term 01/13-12/2017)

Zoning Board of Appeals- Chairwoman-Kriss Edwards (01/01/2014-12/31/2016)  
Member- Louis Lucco (01/01/2014-12/31/2015)  
Member- Martha Barnes (01/01/2014-12/31/2014)

All Voting yes, Motion carried.

The Town Attorney, Historian, Town Credit Card and Water Shut-offs, is tabled until the Monthly January Meeting.

Approval of Highway Superintendent to sign and spend is Highway Funds as budgeted is tabled until the February Meeting, due to the agreement is not available yet.

**Motion** made by Councilman Bottone, 2<sup>nd</sup> by Councilman Rounsville to adjourn. All voting yes, Motion carried.

*The January Monthly Board Meeting is scheduled for Tuesday, January 21, 2014 @ 6PM.*

**Respectfully Submitted,**

**Julie Carlson –Town Clerk**