

**TOWN OF CARROLLTON  
ORGANIZATIONAL MEETING**

**January 11, 2017 4:00pm**

**MUNICIPAL COMPLEX**

**640 MAIN STREET**

**LIMESTONE, NY 14753**

**Present:** Supervisor James Stoddard, Councilman Ralph Bottone, Councilman Brian Jacoby, Town Clerk: Julie Carlson, Water/Sewer/Rentals Clerk: Rosemary Fowler.

**Not Present:** Councilman Jim Rounsville, Bookkeeper Mary Rhodes.

Supervisor Stoddard called the January 2017 Organizational Meeting to order following the Pledge of Allegiance.

**Motion** made by Councilman Fuller, 2<sup>nd</sup> by Councilman Bottone to Accept Budget for Fiscal Year 2017. All voting yes, Motion carried.

**Motion** made by Councilman Fuller, 2<sup>nd</sup> by Councilman Bottone to approve General Fund wages as budgeted. All voting yes, Motion carried.

**Motion** made by Councilman Bottone, 2<sup>nd</sup> by Councilman Fuller to name the Olean Times Herald as the Town's official newspaper. All voting yes, Motion carried.

**Motion** made by Councilman Bottone, 2<sup>nd</sup> by Councilman Jacoby to use Five Star Bank as the official Town Bank for 2017. All voting yes, Motion carried.

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

**Motion** made by Councilman Fuller, 2<sup>nd</sup> by Councilman Bottone for the Investment Policy and authorization for Supervisor James Stoddard to invest town funds and monies pursuant to it, using Five Star Bank as the Designation of Depositories. All voting yes, Motion carried.

**Motion** made by Councilman Bottone, 2<sup>nd</sup> by Councilman Fuller 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 Bottone, 2<sup>nd</sup> by Councilman Fuller 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 Bottone, 2<sup>nd</sup> by Councilman Fuller to set the Returned Check Fee at \$35.00. All voting Yes, Motion carried.

**Motion** made by Councilman Bottone, 2<sup>nd</sup> by Councilman Fuller to set the Monthly Board Meetings on the 2<sup>nd</sup> Tuesday of the Month at 4PM. All voting yes, Motion carried.

**Motion** made by Councilman Bottone, 2<sup>nd</sup> by Councilman Fuller to follow accordingly to the Rules of Order and Meeting Agenda (Resolution 07-14). All voting yes, Motion carried.

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

**Motion** made by Councilman Bottone, 2<sup>nd</sup> by Councilman Fuller to pay Monthly Payroll distributions on the last Thursday of each month. All voting yes, Motion carried.

**Motion** made by Councilman Fuller, 2<sup>nd</sup> by Councilman Bottone to pay the Tax Collector salary in three installments- January, February and March during tax collecting season. All voting yes, Motion carried.

**Motion** made by Councilman Bottone, 2<sup>nd</sup> by Councilman Fuller 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 Fuller, 2<sup>nd</sup> by Councilman Bottone to accept the Annual Appointments and Salaries from the General fund as budgeted for 2016 and appoint the following positions:

Town Bookkeeper-Mary Rhodes-2yrs

Budget Director- Mary Rhodes, Supervisor James Stoddard -1yr.

Deputy Supervisor-Councilman Florence Fuller-1 yr.

Town Clerk and Tax Collector-Julie Carlson-2yrs.

Deputy Town Clerk-Rosemary Fowler-2yrs

Registrar of Vital Statistics-Julie Carlson-2yrs.

Deputy Registrar of Vital Statistics-Rosemary Fowler-2yrs.

Water/Sewer/Rental Clerk-Rosemary Fowler-1yr.

Dog Control Officer- Dustin Bottone-1 yr.

CEO/Building Inspector-John Helgager-1yr.

Civil Defense Director- Mike Soper-1yr.

Town Historian- Joe Bottone-1 yr.

Town Attorney-Shane Firkel, Attorneys at Law -1 yr.

**All voting yes, Motion carried.**

**Liaison for:**

Water & Sewer Matters- Stoddard/ Jacoby

Highway Dept.- Bottone/Jacoby

219/186- Rounsville, Bottone

Municipal Complex & Repairs- Jacoby/Stoddard

Seneca Nation- Fuller

Planning & Zoning Board- Bottone/Stoddard

Building & Code Enforcement-Bottone/Stoddard

Complex Manager-Stoddard/Rounsville

Youth Soccer Program-Jacoby/Rounsville

**Committees:**

Planning Board-1 vacant position-not determined

Zoning Board of Appeals-

**Motion** made by Councilman Bottone, 2<sup>nd</sup> by Councilman Fuller to appoint -Theresa Redeye (term 01/2017-12/31/2019) as Chairperson. All voting yes, Motion carried.

**Motion** made by Councilman Fuller, 2<sup>nd</sup> by Councilman Jacoby to adjourn meeting at 4:30PM. All voting yes, Motion carried.

***Respectfully Submitted,  
Julie Carlson –Town Clerk***