

**REGULAR MEETING  
SHELDON TOWN BOARD  
March 21, 2018**

The Regular Meeting of the Sheldon Town Board held March 21, 2018 at the Sheldon Town Hall was called to order by Town Supervisor Brian Becker at 7:30 p.m.

Present: Supervisor Brian Becker  
Councilmen: Jim Fontaine, Joe Meyer, Vince Kirsch  
Absent: Mike Armbrust  
Recording Secretary: Town Clerk Carol Zittel  
Also Present: Hwy. Supt. David Ricketson; Gertie Plowe, Treasurer Tri-Town Seniors;  
Peter Pilc, President Strykersville Seniors

**Minutes**

A motion was made by Jim Fontaine and seconded by Joe Meyer that the minutes from the February 21, 2018 regular meeting be approved.

Ayes: (4) Becker, Kirsch, Fontaine, Meyer Nays: (0) Absent: (1) Armbrust Motion Carried.

**Communications**

Carol Zittel, Town Clerk, reported on the following:

**#9 Zoning Violation Letter**

The Wyoming County Zoning Officer sent a violation letter to the Mills property on Route 20A.

**#10 Local Government Conference**

A motion was made by Vince Kirsch and seconded by Joe Meyer to authorize Town officials to attend the May 9, 2018 local government conference at Houghton College and the May 18, 2018 local government conference in Pittsford, NY.

Ayes: (4) Becker, Kirsch, Fontaine, Meyer Nays: (0) Absent: (1) Armbrust Motion Carried.

**Reports**

Financial Reports were presented for the month of February 2018 from the Town Supervisor, Town Clerk and the Town Justices. The Town Supervisor also distributed a cash flow report and payroll reports.

**Highway Superintendent's Report**

Highway Supt. Ricketson reported on the following:

**2006 Peterbilt Sold**

The 2006 Peterbilt was sold to the Town of Lindley on March 12<sup>th</sup> for \$40,000.00. There was a short discussion on why this truck brought in less money than the last plow truck sold. It was decided that in the future a plow truck should be ordered in early spring so that it will arrive in time to sell the old truck before winter. The Highway Superintendent suggested that the sale of trucks be advertised in the papers going forward.

**REGULAR MEETING  
SHELDON TOWN BOARD  
March 21, 2018**

**2009 Peterbilt Repairs**

On March 13<sup>th</sup> the 2009 Peterbilt had to be towed in for a transfer tube repair.

**Plowing of Snow**

The Department has plowed more snow in March than they did in February.

**Sale of Pickup Truck**

The pickup truck was not sold on the online auction site Teitsworth. It was recommended by Teitsworth that the truck be sold at the spring live auction in Palmyra the first week of May.

**Highway School**

A motion was made by Jim Fontaine and seconded by Joe Meyer to authorize the Highway Superintendent to attend highway school June 4-6, 2018 at Cornell University in Ithaca, NY.  
Ayes: (4) Becker, Kirsch, Fontaine, Meyer    Nays: (0)    Absent: (1) Armbrust    Motion Carried.

**Supervisor's Report**

Supervisor Becker reported on the following:

**RTA Public Transportation**

RTA has received a \$5 million grant to build a bus storage and office facility. It is expected to be complete 12/31/19. RTA is funded 80% by the federal government, 10% from NYS and 10% from RTA. The County provides \$190,000.00 in funding. They employ approximately 20 people. Supervisor Becker distributed RTA route maps.

**4-H Scholarship**

Supervisor Becker awarded Sheldon resident Patty Evert with a scholarship to 4-H camp.

**Certificates of Deposit**

Supervisor Becker is waiting for responses from Steuben Bank and Tompkins Bank regarding interest rates. \$200,000 will be put in a one month CD and \$500,000.00 will be put in a three month CD at the bank with the best rate of return.

**Acceptance of Reports**

A motion was made by Joe Meyer and seconded by Vince Kirsch to accept all reports as presented.  
Ayes: (4) Becker, Kirsch, Fontaine, Meyer    Nays: (0)    Absent: (1) Armbrust    Motion Carried.

**Old Business**

**Senior Citizen Groups**

Gertie Plowe, treasurer of the Tri-Town Senior Group and Peter Pilc, president of the Strykersville Seniors presented yearly reports. Both gave an update on the various trips and

**REGULAR MEETING  
SHELDON TOWN BOARD  
March 21, 2018**

events planned for each group. 2017 financial reports were submitted earlier in the year and the Town Clerk has been kept abreast of various events to help with promotion.

**Varysburg Water District**

Supervisor Becker will meet with Steve Perkins, Director of the Wyoming County Health Department tomorrow, March 22<sup>nd</sup>, to work on bid documents for the procurement and installation of new water meters. Supervisor Becker hopes to have quotes for the April meeting. The Village of Warsaw is willing to sell the Town of Sheldon 100 meters.

**New Fund Balance Property**

Drescher & Malecki LLP will be providing us with a new fund balance policy.

**Open Bids – Landscaping Services**

A legal notice advertising for bids on landscaping services was published in the Batavia Daily. Only one bid was received from Maple Tree Environmentalist. The bid was for two years of service. Cost for service to the Town park is \$2,200 for 2018 and \$2,200 for 2019. Cost for service to the Town hall is \$1,250 for 2018 and \$1,250 for 2019.

A motion was made by Joe Meyer and seconded by Jim Fontaine to award the two-year bid for landscaping services of the Town park and hall to Maple Tree Environmentalist per the quote dated March 14, 2018.

Ayes: (4) Becker, Kirsch, Fontaine, Meyer Nays: (0) Absent: (1) Armbrust Motion Carried.

**Time Warner Franchise Agreement/Contract**

A motion was made by Jim Fontaine and seconded by Vince Kirsch to authorize the Town Supervisor to execute the 10-year franchise agreement with Time Warner Cable Northeast LLC, locally known as Charter Communications.

Ayes: (4) Becker, Kirsch, Fontaine, Meyer Nays: (0) Absent: (1) Armbrust Motion Carried.

**New Business**

**Resignation of Court Clerk**

Laurie Dillon submitted her letter of resignation effective midnight March 6, 2018.

A motion was made by Jim Fontaine and seconded by Vince Kirsch to accept the resignation of Laurie Dillon as Court Clerk effective midnight March 6, 2018.

Ayes: (4) Becker, Kirsch, Fontaine, Meyer Nays: (0) Absent: (1) Armbrust Motion Carried.

**Appointment of New Court Clerk – Donna Almeter**

There was a short discussion on court clerk duties. Supervisor Becker informed the Board that the new Court Clerk will have advertised office hours to include hours before court on Monday and additional hours on Thursday.

A motion was made by Jim Fontaine and seconded by Vince Kirsch to accept the Town Justice's recommendation and to appoint Donna Almeter as the Court Clerk effective March 9, 2018.

**REGULAR MEETING  
SHELDON TOWN BOARD  
March 21, 2018**

Ayes: (4) Becker, Kirsch, Fontaine, Meyer Nays: (0) Absent: (1) Armbrust Motion Carried.

**Repair of Cemetery Wall**

Supervisor Becker contacted Mike George of Route 77 Construction and asked Mr. George to submit a quote for the repair of the cemetery wall. Councilman Kirsch suggested a few other contractors for Supervisor Becker to also contact.

**New Polling Site**

The Board of Elections in a letter dated March 8, 2018 asked to meet with the Town Supervisor to find an alternate voting site location. The fire hall and St. John Neumann church hall were suggested as alternatives. Supervisor Becker will be in touch with the Board of Elections regarding choosing a new site.

**Payroll Software Agreement – Williamson Law Book**

A motion was made by Vince Kirsch and seconded by Jim Fontaine to authorize the Town Supervisor to sign the WLB payroll software agreement at a cost of \$760.00 and a contract term of 4/1/18-3/31/19.

Ayes: (4) Becker, Kirsch, Fontaine, Meyer Nays: (0) Absent: (1) Armbrust Motion Carried.

**Annual Town Finance School**

A motion was made by Jim Fontaine and seconded by Joe Meyer to authorize the Town Supervisor and Town Bookkeeper to attend annual town finance school in Ellicottville, NY May 10-11, 2018 at an approximate cost of \$800.00.

Ayes: (4) Becker, Kirsch, Fontaine, Meyer Nays: (0) Absent: (1) Armbrust Motion Carried.

**Bail Bond Forfeiture**

A motion was made by Jim Fontaine and seconded by Vince Kirsch to authorize the Town Supervisor to execute the general release agreement in the matter of the bail bond forfeiture of \$10,000.00 in the case of Donald Schaffer.

Ayes: (4) Becker, Kirsch, Fontaine, Meyer Nays: (0) Absent: (1) Armbrust Motion Carried.

**Change in Town Clerk's Term**

The Town Supervisor suggested that the Town Clerk's next term of office be reduced to a two-year term (2019 election) and then revert back to a four-year term (2021 election) in order to stagger the terms of office of the Town Supervisor and Town Clerk. The Town Supervisor feels that having turnover in both of these positions in the same year would negatively affect the efficiency of Town business.

A motion was made by Vince Kirsch and seconded by Jim Fontaine to authorize the process to change the Town Clerk's next term of office to a two-year term (2019 election) and return to a four-year term the next election (2021 election).

Ayes: (4) Becker, Kirsch, Fontaine, Meyer Nays: (0) Absent: (1) Armbrust Motion Carried.

**REGULAR MEETING  
SHELDON TOWN BOARD  
March 21, 2018**

The Town Supervisor will contact David DiMatteo for legal counsel on how to facilitate this request.

**Bills:**

Supervisor Becker confirmed that the Board had a chance to review the bills. A motion was made by Vince Kirsch and seconded by Jim Fontaine that the General Bills #52 to #81 for a Total of \$19,857.74, the Highway Bills #35 to #47 for a Total of \$24,865.04, the Trust & Agency Bills #8 to #10 for a Total of \$515.08, the Varysburg Water District Bills #9 to #12 for a Total of \$1,279.07, and the Lighting District Bills for a Total of \$856.05 be paid, except for the DiMatteo law bill which should be held until Supervisor Becker confirms what the hourly attorney rate is for 2018. Ayes: (4) Becker, Kirsch, Fontaine, Meyer Nays: (0) Absent: (1) Armbrust Motion Carried.

**Comments from the Floor**

Peter Pilc suggested that Supervisor Becker contact the company that recently installed the stone wall at the Roycroft in East Aurora.

**Town Park – Restroom Water**

Councilman Meyer reminded Supervisor Becker to have the water turned on at the park.

**Adjournment**

At 9:00 p.m. a motion was made by Vince Kirsch and seconded by Joe Meyer to adjourn the March 21, 2018 meeting of the Sheldon Town Board.

Ayes: (4) Becker, Kirsch, Fontaine, Meyer Nays: (0) Absent: (1) Armbrust Motion Carried.