ALMOND TOWN BOARD MEETING
1 Marvin Lane, Almond NY
February 17, 2026

THE Board Meeting was called to order at 6:00 pm am with the Pledge to the Flag. Present were Supervisor Nate Woodruff, Council members, Bryan Snyder, Jo-Anne Freeland, Deputy Supervisor Danyelle O'Brien, Town Clerk/Tax Collector Julie Phillips. Also present were Town Historian Kathleen Conklin, Code Officer Jim Myers, Highway Deputy Superintendent Wayne Jeffords, Town Residents Cash Davison, William Halsey and Keith Stanley, Fire Department Representatives John Emerson and Bob Adams.

Absent was Village Resident Bill Lockwood.

Code enforcement: Verbal and written report.

Cash Davison and Bill Hasley are interested in the vacant Board Councilperson seat. Bob Adams had questions about the vacant Board Seat. Jo-Anne suggested if they are interested to contact the Board of Elections. Nate said Debra Castle-Harvey is also interested.

John Emerson gave an update regarding the Fire Department sign. The Department is waiting for the next appropriate grant. Asked if it is possible that the Town, Village and Fire Department share the cost.

Bob Adams – Accidents and close calls at the intersection of Emerson and Brown Roads. Has a yield sign possibly need a yield ahead sign. Instead of the annual Spring 200 club fundraiser, the department is doing a prize a day to lower costs.

Minutes:
Jo-Anne motioned to accept the minutes of January 5, 2026, Bryan made the second. Motion passed.
Jo-Anne motioned to accept the minutes of January 12, 2026, Nate made the second. Motion passed.
Danyelle motioned to accept the minutes of January 20, 2026, Bryan made the second. Motion passed.
Nate motioned to accept the minutes of February5, 2026. Danyelle made the second. Motion passed.

Supervisor:
Order and pay on Abstract #3 – 5 Town Law Manuals and 1 Office of the Highway Superintendent Manual. Allocate to A1610.4 Training. Byran motioned to accept the Supervisor Report. The motion was seconded by Danyelle. Motion passed.

Bookkeeper: Danyelle motioned to accept the Bookkeeper Report with the corrections from BBS. Nate made the second. Motion passed.

Town Clerk: Nate motioned to accept the Clerk's report. Danyelle seconded, motion passed.

Highway: Wayne gave a verbal report. Roads had been plowed multiple times. Update on mowing, spring maintenance, brine permit. The mower will need to be replaced in near future. Bucket truck needs safety inspection. The forklift has been certified. Personnel files to go to the Clerk for storage in the vault. Clerk to receive timecards for payroll records. Wayne will check roads for snow removal needs.

Resolution 2 – 2026 – Authorizing Payment of unused vacation time to Appointed Highway Supervisor.
Motion to approve by Nate, seconded by Jo-Anne and passed.
Resolution 3 – 2026 – Resolution to Approve the Town of Almond Justice Audit
Motion to approve by Bryan and seconded by Jo-Anne. Motion passed.

DCO: Bobi Dushnik tender a letter of resignation. Her last day as DCO will be March 31, 2026
Discussion as to post opening for a temporary or contract with Hornell Area Humane Society. Nate will clarify terms and conditions for the proposed contract with HAHS. Tabled to March 2026 meeting.

Assessor: No report.

Historian: Gave written report. Noted the annual conference is in Syracuse. Nate motioned to accept the report with the second by Bryan. Motion passed.

Review of Abstract:
Abstract # 2 of February 17, 2026 in the amount of $48,421.32 was presented.
General Fund A claims in the amount of $10,302.42 with the correction of voucher #30 and 31.
General Fund B claims in the amount of $65.25
General Fund DA claims in the amount of $7,466.33
General Fund DB claims in the amount of $5,548.64
- Joint Municipal Fund JM claims in the amount of $38.49

Fire Protection District SF claims in the amount of $25,000.00

Danyelle motioned to approve Abstract #2 with the noted corrections. Bryan made the second. Motion passed.

New Business:
The following policies were presented and approved:
Code of Ethics
Investment Policy
Procurement Policy
Jo-Anne motioned to approve the policies above. Bryan made the second and motion passed.
Update and or create new required policies: Credit Card Policy , Fund Balance Policy and Sexual Harassment.

Reserves:
Review the following:
Machinery, Bridge, Garage and Cemetery

Tabled the JM agreement.
Nate to register Board members/ employees for the Sexual Harassment and Workplace Violence Traing on 2/25/2026 at 9 am.

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Set 6:00 pm on 2/23/26 for a Highway Superintendent Job Description Workshop

Post before the Workshop-with resumes to be emailed to the Town Clerk. Nate will put on the Allegany County job board.

Old Business:

Birdsall Inn ATV Ride: is planned. Contacting DEC and State? Need new signs?

.gov Website and Emails: domain name "almondny.gov" has been submitted. Consider changing the Supervisor and Town Clerk emails.

Designation of Lion's Park Get quotes for a survey to set the boundaries.

Camera System Updating/Repair: system is obsolete.

Executive Session:

At 8:09 Nate motioned to go into Executive Session for Personnel and Legal Matters. Jo-Anne seconded.
The Board returned from Executive Session at 8:54

Bryan motioned with a second by Jo-Anne to appoint Cash Davison to fill the vacant Councilmember position. Motion Passed.
Nate Motioned with a second by Bryan to pay $2,400.00 to Wayne to compensate for the additional work load out of the A5010.1 line.

Meeting adjourned at 9:00 by a Motion from Bryan and second from Jo-Anne..

Respectfully submitted,
Julie Phillips, Town Clerk