

TOWN OF CARROLLTON
Tuesday, April 21st, 2026
Monthly Meeting 6:00PM
641 Main Street Limestone, NY 14753

Present: Supervisor Jay Little, Councilwoman Deputy Supervisor Diane Benjamin, Councilman Jeff Case, Councilman Lynn Case, Town Clerk Julie Carlson, Bookkeeper Diane Frick, CWO/Sewer/Maint. Rick Dixon, Hwy Supt. Mike Fox, Planning Board Chair Wendy Johnston, CEO/Bldg. Ben McDonnell (7:10pm). **Residents:** Don Jacoby, Brian Neal, Larry Carlson(6:30pm). **Not Present:** Councilman Adam Dowd, Assessor Chris Holewinski.

Monthly Meeting:

Supv. Jay Little called the meeting to order following the Pledge of Allegiance.

Resolution 38-2026 Monthly Written Reports

On motion of Councilwoman Diane Benjamin, 2nd by Councilman Lynn Case the following resolution was

ADOPTED: All Voting: D. Benjamin-aye, J. Case-aye, L. Case-aye, A. Dowd-absent, Supv. Little-aye.

Resolved that the Board approves the written reports submitted for review by Town Justices, Hwy Superintendent, Town Clerk, Grant Masters, and the Bookkeeper Financial Reports.

Resolution 39-2026 Approval of Concurrent Items

On motion of Councilman Jeff Case, 2nd by Councilman Adam Dowd the following resolution was

ADOPTED: All Voting: D. Benjamin-aye, J. Case-aye, L. Case-aye, A. Dowd-absent, Supv. Little-aye.

Resolved that the Board approves the February 17, 2026 Monthly Meeting Minutes as written. The following Checks Received were recorded 03/18-04/21/2026:

\$ 114.29 Town Clerk's Acct-March Sales
 13,109.00 Justice Michael Soper-Fines Collected for March
 7,076.00 Justice Joseph Crowley-Fines Collected for March
 315.00 Complex Rentals through March 31st.
 35,865.33 NY Municipal Insurance for claim#TCARR-2026-002-001
 1,809.94 NY Municipal Insurance for claim#TCARR-2026-001-001
 29.65 Fastenal Company-credit unclaimed
 2,407.23 Tax Collector -property tax penalties and bank interest for 2026 season
 356.46 NYS-refund for NYS Unemployment Insurance
 104,857.80 Shane & Firkel-Proceeds from sale of 640 Main Street Property
 11.69 Bradford Publishing Company-general fund overpayment

Total \$165,952.39

And the Town authorizes payment of April Audit of Claims for Abstract #4 be paid as follows:

2026 Bills Presented

- General \$ 78,866.13 v#67-97
- Highway \$ 27,708.65 v#35-49
- Sewer 1 \$ 342.38 v#6
- Sewer 2 \$ 5,819.03 v#27-44
- Water \$ 4,457.79 v#23-36
- Capital \$ -0-
- Total \$117,193.98**

Correspondence: 1) Resignation letter from John Balcarczyk, DCO. 2) Resignation letter from Jessica Baker, Planning Board Member. 3)Cattaraugus County Tourism-supporting America's 250th Celebration this year, in commemorating this celebration they are offering an American Flag to interested Municipalities. The Town of Carrollton is listed to receive one. 4)Statement of Sale of 640 Main Street, closing date March 31, 2026.

Supv. Jay Little reported to the Board that he has been in contact with a local grant writer, Randy Turner. He is going to invite him to the next Monthly Board Meeting.

Supv. Jay Little reported to the Board that the sale of 640 Main Street closed on March 31st, 2026.

Cemetery Maintenance and Lawn Mowing and Maintenance for May 1, 2026-October 31st, 2026:

Affidavit of advertisement was provided, Clerk Carlson stated she also posted on the Town website, Hwy Dept. Facebook page, and she created a Town of Carrollton Clerk's Office Facebook page and posted the Proposal on there.

Supv. Jay Little stated the 3 Bids received by 3:00PM April 21st, 2026:

- 1) James Farr \$8,100.00
- 2) Brian Neal \$14,000.00
- 3) Bob Jacoby \$10,00.00

The Board reviewed the Bids briefly, stating they will enter Executive Session at the End of Regular Meeting to review in depth each proposal.

Town Clerk Julie Carlson: 1) Water/Sewer 2 – New billing distributed April 1st, 2026. The \$50.00 Water service charge for after-hours call out was applied to the property that was serviced and payment was received.

2) Tax Collectors Report-Tax season ended, \$152,571.30 unpaid/delinquent taxes were returned to the County.

\$2,407.23 was paid to The Town of Carrollton for penalties collected in February and March, and interest accrued in the Tax Collector Bank account.

Bookkeeper Diane Frick: 1) Bank Acct. Fund Balances were provided to date. Discussed CD rates and terms. The Cemetery CD will be renewed at 3.45% for 6 months.

Highway Supt. Mike Fox: reviewed the Monthly report for March. 1)Town Wide Clean-up Day is set for Saturday, May 16th, 2026 from 7:00am-12:00pm. Bins will be set up at the Barn, it is for Town residents only, ID is required.

2) The No Parking Signs on North Street have been placed towards the corner of Main Street, prior to the Stop sign, and in front of the Community Center as requested by the Board.

Supv. Jay Little stated that a resident-Larry Carlson, on behalf of LVFD, came into voice concerns pertaining to the placement of the signs in front of the Community Center, and that it now creates less Handicap Parking Spots. Supv. Little told him to come to the meeting.

CWO/Sewer/Maintenance Rick Dixon: 1) Sewer- The Lift Stations were cleaned out. He had a few sewer alarm call outs again that he came in for. Rick reported that flushable wipes are becoming a major problem. He said they really are not flushable and are creating a big problem with the Sewer systems, not just in our town, it is happening everywhere. He has requested to please get the word out to everyone. He stated he also did some cleaning up around the garage at the plant. 2)Water-checked into a possible water leak on Church Street, he tested it for chlorine, and it was negative. He stated from what he sees, with all the rain it caused a flooded basement for this resident. 4) Maintenance Jerry Peterson- He clocked in today and worked for 5 hours helping clean up the shingles, and did some weed-eating at the sewer plant and water shed area. He continues to help every other weekend with the Water/Sewer Dept readings until someone is trained. Rick asked the Board what they plan on doing with the position because he does have work to get completed that cannot be done alone.

Supv. Jay Little stated they are going to fill the position, so he will have someone there when needed.

Supv. Jay Little requested Rick to text him when he gets called out. Jay can look back at his text messages when he signs Ricky's timecards. He also requested that he receives a text when Jerry comes in to work extra, again so he can check his text messages when he signs Jerry's timecard. Rick stated ok, and he does write on the time sheets also.

Planning Board: PB Chair Wendy Johnston- 1) April Monthly Meeting- had enough for a quorum. 2)Grant Writer-she had emailed the Grant writer, Mike Salada and they are going to setting up a meeting for the Smart Growth Grant. That opens in late May, early June. They reviewed the Grant Master Monthly Report which stated the Smart Growth Grant closes on June 12th at 4:00 PM. 3) Houghton Training-June 4th plans to attend. 5) Animal Ordinance-she will send to the Board members to review.

Old Business:

Town Attorney-position tabled.

Disposition of Proceeds from Sale of 640 Main Street: Supv. Jay Little stated that the money should be put into the Building Reserve fund to use for the Municipal Building here at 641 Main Street. He listed that a few of the immediate

projects we need to complete **1)** install a new heating/ac unit, **2)** expand/improve the parking lot and **3)** put in a service window for the Town Clerk. Bookkeeper Diane Frick asked if they wanted to keep a set amount available for immediate use and put the rest into a CD. The Board agreed to keep \$50,000.00 available for immediate use. Hwy Supt. Mike Fox stated that he could contact the County DPW and ask if they could help with the paving if the Town gets it prepared. He stated the predicted time frame for this project would be late Summer/early Fall; he has other projects already scheduled to complete.

Resolution 40-2026: Real Property Sale Proceeds Distribution

On motion of Councilwoman Diane Benjamin, 2nd by Councilman Lynn Case the following resolution was ADOPTED: All Voting: D. Benjamin-aye, J. Case-aye, L. Case-aye, A. Dowd-absent, Supv. Little-aye. Resolved, The Board authorizes Bookkeeper Diane Frick to put \$50,000.00 for the Projects at 641 Main Street in the General Fund 1910.4, and the remaining proceeds of the sale \$54,857.80 in a Building Reserve CD.

Bookkeeper Diane Frick stated she would set up a Report with the beginning balance for the Projects at 641 Main St. Building showing the expenses and ending balance at each Monthly Meeting.

Project List 2026- Items to complete at 641 Main St. Municipal Offices:

1) Replace the heating/ac system for the front of the building, 2) Small generator, 3) Additional outdoor lighting, 4) Clerks service window, 5) Window treatments for court room and meeting room to obstruct views especially at night, 6) Paving around the building for additional parking. 7) The Playground maintenance and upgrades across the street.

New Business: Part Time 5 hrs. per week Cleaning Position at 641 Main Street- No applications/letters of interest were received to date. The Board stated to continue to keep the job posted on the Town Website, Signs posted in Town Building, Post Office, Facebook page, NYS Department of Labor.

Resolution 41-2026: Accept Letter of Resignation Dog Control Officer

On motion of Councilman Lynn Case, 2nd by Councilwoman Diane Benjamin the following resolution was ADOPTED: All Voting: D. Benjamin-aye, J. Case-aye, L. Case-aye, A. Dowd-absent, Supv. Little-aye. Resolved, The Board accepts the Resignation of Dog Control Officer John Balcarczyk effective March 31st, 2026.

Resolution 42-2026: Accept Letter of Resignation of Planning Board Member

On motion of Councilman Lynn Case, 2nd by Councilwoman Diane Benjamin the following resolution was ADOPTED: All Voting: D. Benjamin-aye, J. Case-aye, L. Case-aye, A. Dowd-absent, Supv. Little-aye. Resolved, The Board accepts Resignation of Planning Board Member from Jessica Baker effective March 20th, 2026.

Clerk Carlson stated she has the Dog Control Officer position posted and the Planning Board Member position posted.

Clerk Carlson provided the Board with a letter of interest for the Dog Control Officer Position. The Board agreed they would like to talk to the applicant.

Clerk Carlson provided Supv. Jay Little with an Animal Shelter Agreement to review from Phoenix Humane Society of Greater Cattaraugus, Inc. She stated she has not been able to communicate with Catt. County SPCA, she has emailed and called with no response. She has heard they no longer want to work with municipalities. Supv. Jay Little stated he would like to review the agreement with the Board and contact the owners of the shelter to discuss the details more in depth.

Resolution 43-2026 Mosquito Spraying Contract with Cattaraugus County for 2026

On motion of Councilman Lynn Case, 2nd by Councilwoman Diane Benjamin the following resolution was ADOPTED: All Voting: D. Benjamin-aye, J. Case-aye, L. Case-aye, A. Dowd-absent, Supv. Little-aye. Resolved, The Board authorizes Supv. Jay Little to sign the Mosquito Spraying Contract with Cattaraugus County agreeing to pay the fees if spraying takes place in 2026.

Open Forum:

Resident/Fire Chief Larry Carlson questioned the placement of No Parking signs in front of the Community Center, stating it limits the availability of Handicap Parking for the Community Center. He stated that for 29 years they have not

had these signs posted, and suddenly now they need to post them. He asked who is going to enforce them? Mr. Carlson asked if they were going to start putting up no parking signs by the fire hydrants on North Street.

The Board stated that it is for liability reasons if something should happen due to visibility when pulling out from North Street. Mr. Carlson stated that legally, the No parking signs are to be 20 ft from the corner of the street. Hwy Supt. Mike Fox stated he was only doing as directed by the Board, and he is willing to meet him at the Community Center to review the posting of the signs. The Board agreed they are willing to compromise with the sign posting.

Don Jacoby inquired about the availability of grants to run the water and sewer district further up Nichols Run. There was a discussion of previous years and estimates. The cost per customer, to accommodate only a few more households, would be very costly, at least \$100.00 per month per customer.

CEO Ben McDonnell: 1) Reported he has issued a few roof permits, a garage permit and several Order of Remedies and a few Appearance Tickets with photos and the local laws to support it.

Executive Session:

Motion: On motion of Councilwoman Diane Benjamin, 2nd by Councilman Jeff Case to enter Executive Session to review the Cemetery Maintenance and Lawn Mowing Proposals. Clerk Carlson was excused from Executive Session.

All Voting: D. Benjamin-aye, J. Case-aye, L. Case-aye, A. Dowd-absent, Supv. Little-aye. Motion carried.

Motion: On motion of Councilwoman Diane Benjamin, 2nd by Councilman Jeff Case to exit Executive Session.

All Voting: D. Benjamin-aye, J. Case-aye, L. Case-aye, A. Dowd-absent, Supv. Little-aye. Motion carried.

Motion: On motion of Councilwoman Diane Benjamin 2nd by Councilman Lynn Case to adjourn the Monthly Meeting.

All Voting: D. Benjamin-aye, J. Case-aye, L. Case-aye, A. Dowd-absent, Supv. Little-aye. Motion carried.

Respectfully Submitted,

Julie Carlson-Town Clerk