

TOWN OF CARROLLTON
Tuesday, August 18, 2026
Monthly Meeting 6:00PM
641 Main Street Limestone, NY 14753.

Monthly Meeting:

Present: Supervisor Jay Little, Councilman Lynn Case, Clerk Julie Carlson, Councilwoman Diane Benjamin, Councilman Jeff Case, Councilman Adam Dowd, Town Planning Board Chair Wendy Johnston, Bookkeeper Diane Frick, Hwy Supt. Mike Fox, CEO/Bldg. Ben McDonnell, Dog Control Officer Codi Deemer. **Residents:** Don Jacoby, John and Bonnie Spry. **Not Present:** CWO/Sewer Maintenance Rick Dixon, Assessor Chris Holewinski.

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

Resolution 65-2026 Monthly Written Reports

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

ADOPTED: All Voting: D. Benjamin-aye, J. Case-aye, A. Dowd-aye, L. Case-aye, 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 66-2026 Approval of Concurrent Items

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

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

Resolved that the Board approves the July Monthly Meeting Minutes as written. The following

Checks Received were recorded 07/29-2026-08/18/2026:

\$ 1,015.98 Town Clerk's Acct-July Sales
 10,319.00 Justice Michael Soper-Fines Collected for July
 16,546.05 Justice Joseph Crowley-Fines Collected for July
 84,647.17 Cattaraugus County Sales Tax Distribution-2nd Qtr. 2026
 1,100.00 Designer Pools Water Sales Limestone Run Rd. fill (22,000 gal.@.05 per gallon)

Total \$114,599.20

And the Town authorizes payment of August Audit of Claims for Abstract #8 to be paid as follows:

2026 Bills Presented

- General \$ 11,769.58 v#175-191
- Highway \$ 49,905.15 v#104-119
- Sewer 1 \$ 286.78 v#16
- Sewer 2 \$ 1,962.55 v#87-96
- Water \$ 20,215.70 v#68-72
- Capital \$ -0-
- Total \$ 84,139.76**

Correspondence: 1) 2014 Truck Bed Replacement-Quote from Impex/BullDog Bodies for the 2014 International Truck Bed Replacement. 2) Signed Employment Contract Agreement with Ward Near for Labor Relations services including but not limited to negotiations and necessary research on the same with the Teamsters Local 264. Includes any consultation that the Board may desire. Project Contract will end when project is completed. It is not a permanent position. Fees are \$55.00 hourly including mileage, work time and dates are to be submitted and paid on payroll dates as verified by Bookkeeper and Ward Near.

Opening of Bids for New Furnace/HVAC Equipment Removal and Installation- Clerk Carlson presented the OTH Legal Notice, stated the posting on Bulletin Board at Complex and Post office, and the Town Website and stated there were not any bids received by mail, email or phone calls for inquiries. Supv. Little stated at this point he can move forward on getting estimates for the purchasing and contracting for the replacement and installation of this project.

Resolution 67-2026 Board Authorizes Supervisor to get quotes for the New Furnace/HVAC Equipment Removal and Installation at 641 Main Street, Limestone, NY 14753

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

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

Resolved that the Board authorizes Supv. Jay Little to get estimates for the purchase, removal of existing and installation of a New Furnace/HVAC unit for the front offices and hallway located at the Municipal Building, 641 Main Street, Limestone, NY 14753.

Julie Carlson, Town Clerk-Water/Sewer 2/Sewer 1: 1) Water/Sewer Billing: billing is: Water \$12,411.55 Sewer 2 \$12,504.80, Arrears Total for Water and Sewer 2 are \$17,858.41 Total Due; \$42,774.76. Sewer 1 \$22,549.30 is due through November 2026, not all penalties have been updated. 2) Clerk Carlson reported she retrieved the new owners' names from the assessor for properties that were purchased through Tax Foreclosure sale and has mailed a letter to them stating the outstanding balance due, she also enclosed a sidewalk and sluice responsibility letter for their information. 3) Clerk Carlson reported that CWO/Sewer Maintenance requested to ask the Board if he is to purchase a grinder pump for the Sewer Plant, he does not have a spare. The price is approximately \$6500.00. The Board asked questions, Clerk Carlson stated that is all the information she has. Supv. Little stated he would contact CWO Rick Dixon and get more details.

Highway Supt. Mike Fox: 1) Review of Written Report for July. 2) Bridge Beams Replacement-Quotes were provided for replacing Bridge Beams-McCracken Welding \$5,275.04 and C&M Mobile Welding and Fabrication \$5,143.03. The Board requested to contact Steve Longo for one more quote. The Board agreed that Hwy Supt. Fox could contact the Board individually with his quote and they would make the decision then as to who to use.

Resolution 68-2026 Reject All Bids submitted for 2014 International Truck Bed Replacement

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

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

Resolved that the Board agreed to Reject all Bids submitted to the Town of Carrollton by submission date 7/21/2026 for the 2014 International Truck Bed Replacement.

Supv. Little provided the Board with the quote from Impex/BullDog Bodies, Ocala, Florida for a 14-ft Bulldog Bruiser severe-duty dump body, with complete details including component and material breakdown, technical specification sheet for VLAST AR450 Steel. Total quote total is \$22,475.00.

The Board reviewed the quote specifications and discussed with Hwy Supt. Fox. Discussion of removing the existing truck bed, replacing and hooking up, welding, electrical etc., and what can be done at the Town's Highway Department garage, and who would have to be contacted to complete what can't be done at the Hwy Dept. garage. Supv. Little stated they will need to add additional items to the quote, but it will still be below the amount of the bids received.

Resolution 69-2026 Accept Quote from Impex/BullDog Bodies with additions for the 2014 International Truck Bed Replacement

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

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

Resolved that the Board agreed to accept the quote in the amount of \$22,475.00 from Impex/BullDog Bodies with additional items added on and change of the overall quoted total.

Supv. Little provided the Employment Contract with Ward Near that was submitted to the Board to review, discussion as to agreement on the contract as written.

Councilman Lynn Case stated he doesn't agree to the contract, after discussing with others outside of the Board as to the previous actions he is known for. Councilman Dowd stated he would like the whole board to sit in on it, he doesn't want anything voted on with the Board. Clerk Carlson stated that Supv. Little and Mr. Near meet and negotiate and then bring back to the Board the outcome of each meeting with the Union Rep.

Supv. Little stated he has been through negotiations two other times now, and he will not go through them without someone that is knowledgeable to union negotiations.

Councilman Lynn Case stated he is voting no. He then stated if they put a cap on the payment to Mr. Near then he will change his vote. The Board discussed the cap for Mr. Near's wages. The Board agreed to allow up to \$2,000.00 for this employment contract. Supv. Little stated he would inform Mr. Near of the wage cap.

Resolution 70-2026 Employment Agreement with Ward Near, Labor Relation Services for the Teamsters Local 264 Union Contract.

On motion of Councilwoman Diane Benjamin, 2nd by Councilman Adam Dowd the following resolution was

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

Resolved that the Board approves the contract with Ward Near as the Employment Contract reads with the addition of setting a \$2,000.00 cap on his total wages earned for this project.

Planning Board Chair Wendy Johnston: 1) Planning and Zoning County Dinner-attended, nice meal, and earned credit for attendance. 2) Smart Growth Grant-Reported she has not heard from the Grant Writer of the submission of the Smart Growth Grant and does not know if there were any signatures from the community for the letter to support the Grant. Clerk Carlson stated she emailed the letter with the signatures that were supporting the Smart Growth grant on July 29th and received a response back from Mr. Salada that he received it and submitted everything by July 30th. Clerk Carlson stated it is also noted in his report he has submitted for this month to the Board. PB Chair stated she would like to get a copy of what was submitted so she can review it and prepare to submit again next round if we don't get it this time. Clerk Carlson stated she will reach out to Mr. Salada and request a copy. 3) Received a Special Use Application for 1500 North Main Street, with the intention of a Read-Mix Concrete Plant. It is zoned commercial, but this is industrial so it will require a special use permit. She stated being it is industrial it will require a SEQR. The tentative new business owner is being very cooperative and has been through this for 2 other plants, so he is aware of what is needed and the standard process for this. The County must be involved due to the location of the tentative incoming business. PB Chair stated she has set a Public Hearing date for September 8th, 2026 at 6:00PM, she will need help with the surrounding parcel owners to notify them of the Public Hearing and run notice in newspaper. Clerk Carlson stated she would help with both.

Resolution 71-2026 Authorize Clerk to advertise Planning Board Public Hearing for Special Use Permit

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

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

Resolved that the Board authorizes the Town Clerk to advertise a Public Hearing for the Planning Board scheduled for September 8th, 2026 at 6:00PM at the Municipal Complex located at 641 Main Street, Limestone, NY 14753. The Public hearing is for a Special Use Permit for the location at 1500 North Main Street, Limestone, NY owned by Joe Goho, intended use is to a Read-mix Concrete Plant.

Dog Control Officer Codi Deemer:1) Reported that she did not have anything to report at this time. 2) Holding shelters-inquired to the Board if they are willing to set up a kennel in the garage on the side of the Municipal Building at 641 Main Street. The Board agreed that the back of the garage could be set up for the kenneling, need to find out exactly what the guidelines are for setting up. DCO Deemer stated she will contact the NY State Dept. of Agriculture and inquire. She stated she still needed to reach out to her contact. 3)Placement Shelters-inquired to the Board if the shelters need to be in Catt. County, The Board was not sure and stated DCO Deemer should ask her NY State Contact.

Diane Frick Bookkeeper: 1) Bank Acct. Fund Balances provided to date. 2) Reported the Capital Account is now closed. 3) Bookkeeper Frick explained how the Trust and Agency account is used as a pass thru account for all payroll expenses and that the account should zero out after all the payroll expenses have been paid. However, when she started the accounts balance was over \$10,000.00. Bookkeeper Frick found that on September 19, 2019, \$8,179.21 was moved from the General Account and deposited to the Trust and Agency account, duplicating the amount, \$8,179.21, that was already moved to the Trust and Agency Account for the September 19, 2019, payroll. Diane requested permission to move back the balance of \$8,179.21 to the General Fund account.

Resolution 72-2026 Transfer Trust and Agency Fund Balance to General Fund

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

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

Resolved that the Board authorized Bookkeeper Diane Frick to transfer \$8,192.21 from the Trust and Agency Account to the General Fund Account.

New Business: Municipal Building Cleaning Position Vacancy

Clerk Carlson reported that the Cleaning Person, Abby Capron, has given her resignation due to personal obligations. Clerk Carlson stated she would advertise the position. Codi Deemer asked the Board what exactly the cleaning position is. The Board stated the duties for the municipal building. Clerk Carlson stated it is 5 hours per week. Codi stated she is interested in the position, asked the pay and the payroll period format. Bookkeeper Diane Frick stated it is \$16.00 per hour, use time clock to punch in and out, and is bi-weekly pay. Codi stated she would like to be considered for the job.

Resolution 73-2026 Cleaning Position Resignation Acceptance and Vacancy Appointment

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

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

Resolved that the Board accepts the Resignation of Abby Capron, Cleaner effective immediately and appoints Codi Deemer to fill the cleaning position immediately at \$16.00 per hour, 5 hours per week.

Codi Deemer stated she would prefer a monthly paycheck for her hours worked. Bookkeeper Diane Frick noted that.

CEO Ben McDonnell: Reported he mailed out 3 certified letters. He stated that he is finding that the letters that are Court Appearance Tickets are not being signed and received by certified mail, which in turn is no-show at Court. He has researched another way ensure the Court Appearance is delivered and received personally. The Sheriff's Office stated they will serve notice to the Property Owner for \$20.00 per place plus mileage. The mileage is only clocked once for the drive if there is more than one ticket to deliver. CEO McDonnell is requesting to use their services after attempting the certified delivery, and having it returned due to no signature response.

Resolution 74-2026 Agreement to authorize the Town of Carrollton Code Enforcement Officer to contact the Sheriff's Office for delivery of Notice of Court Appearance Tickets

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

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

Resolved that the Board authorized the Code Enforcement Officer to utilize the Sheriff's Office for delivery of Court Appearance Tickets as needed at \$20.00 per ticket, and mileage claimed. This service is to be used only after the 1st attempt of Certified Mail returned due to no signature/pickup response.

Old Business: Project List- Items to complete 641 Main Street Municipal Offices:

- 1) Replace Heating /AC for front of Building-Supv. Little will get estimates.
- 2) C/O Fire Alarms for hallway and front offices-Supv. Little verified does not have to be electrical hook up, can now be Installed, with 10-year battery life.
- 3) Generator-Supv. Little reviewed the Bid to be advertised-bid starting date 8/19, Bid Opening 9/15/2026 at monthly meeting.
- 4) Clerks Door-install window-Supv. Little stated he did have Josie stop down and look at the wooden doors, he is checking into stripping down and redoing them.
- 5) Additional Outdoor lighting-no update.
- 6) Window Treatments -no update.
- 7) Paving around the building for additional parking-may not happen this year. -no update.
- 8) Playground maintenance and upgrades-no update
- 9) Replace side back door that leads to the basement-Supv. Little stated Josie will replace door.
- 10) Utility Sink for maintenance room - Councilman Jeff Case said he would install.

Open Forum:

Resident Don Jacoby asked if the road was going to be fixed on Limestone Run. The Board discussed it with Mr. Jacoby. Hwy Supt. Mike Fox had exited the meeting after his report, so there were not any timelines or answers at this at this time.

Executive Session:

Supv. Jay Little requested Executive Session with Clerk Julie Carlson.

On Motion made by Councilman Jeff Case, 2nd by Councilwoman Diane Benjamin to enter Executive Session with Town Clerk Julie Carlson. All Voting: D. Benjamin-aye, J. Case-aye, A. Dowd-aye, L. Case-aye, Supv. Little-aye. Motion carried.

Town Clerk Julie Carlson exited Executive Session at 8:00PM.

On Motion made by Councilwoman Diane Benjamin 2nd, Councilman Lynn Case to enter Executive Session to discuss the upcoming Union Contract negotiations.

Respectfully Submitted,

Julie Carlson-Town Clerk