

TOWN OF CARROLLTON
Tuesday, June 16th, 2026
Monthly Meeting 6:00PM
641 Main Street Limestone, NY 14753

Present: Supervisor Jay Little, Councilwoman Diane Benjamin, Councilman Adam Dowd, Councilman Lynn Case, Clerk Julie Carlson, Hwy Supt. Mike Fox, CWO/Sewer/Maint. Rick Dixon, Town Planning Board Chair Wendy Johnston.

Residents: none. **Guests:** Javan Tanner, Randall Turner. **Not Present:** Councilman Jeff Case, Bookkeeper Diane Frick, CEO/Bldg. Ben McDonnell, Assessor Chris Holewinski.

Monthly Meeting:

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

Resolution 47-2026 Monthly Written Reports

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

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

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 48-2026 Approval of Concurrent Items

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

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

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

Checks Received were recorded 05/20-06/16/2026:

\$ 1,226.85 Town Clerk's Acct-May Sales
 13,022.00 Justice Michael Soper-Fines Collected for May
 10,755.95 Justice Joseph Crowley-Fines Collected for May
 283.74 Town of Carrollton Joint Fire District-Fuel Usage-March, April
 28.60 Verizon Credit to General 1620.4 acct. elevator from 640 Main St.

Total \$25,317.14

And the Town authorizes payment of May Audit of Claims for Abstract #5 be paid as follows:

2026 Bills Presented

- General \$ 24,465.34 v#117-146
- Highway \$ 15,689.50 v#50-67
- Sewer 1 \$ 1,426.02 v#10-13
- Sewer 2 \$ 2,745.13 v#55-70
- Water \$ 2,132.71 v#44-54
- Capital \$ -0-

Total \$46,458.70

Correspondence: 1) Assessor Report of Statement of Changes Determined by the Board of Assessment Review. 2) Notice of Application for on-premises Alcoholic Beverage License at 543 Spittler Lane. 3) Registration Renewal Activated for Town of Carrollton in the U.S. Governments System for Award Management (SAM.gov). 4) IRS-mailing update for the Town of Carrollton to 641 Main Street, Limestone, NY.

Guest: Javan Tanner-Dog Control Officer Applicant- Mr. Tanner expressed interest in the part-time Dog Control Officer Position for the remainder of 2026. He provided details of his experience, and the other towns/villages he is also working for. Supv. Little stated the position is part-time, salaried, and discussed mileage contractual.

Mr. Tanner also explained the Phoenix Dog Kenneling Contract as Supv. Little reviewed the contract and the fees that are listed. Mr. Tanner stated that if the Town is interested in the kenneling it is a \$600.00 per year holding contract, and the fees listed are additional. He stated they hold the dogs at the kenneling center at \$25.00 per day and hold them for 7 days.

On the 7th day they must go to the Veterinarian for shots, then transfer out unclaimed dogs, which are dispersed to the SPCA to hopefully be adopted.

Supv. Little thanked Mr. Tanner for explaining the process and stated he would be in contact with him once the Board decides on the DCO position, and the kenneling contract with the Board.

Guest: Randall Turner, Grant Writer, Bradford, PA-Mr. Turner provided details of his experience in grant writing, stating he has been writing grants for 6 years, completing 21 grants, and 18 were received. He addressed the Board asking what grants the town needs. He stated The NYS Water Infrastructure Improvement Act Grant is coming available. Supv. Little and CWO Rick Dixon listed items that the Water Department needs. Mr. Turner provided an hourly proposal of \$110.00 which includes his availability for scoping, strategy sessions, or targeted writing support without a retainer commitment.

Resolution 49-2026 Acknowledgement 30-day Advance Notice to Municipality to apply for an on-premises Alcoholic Beverage License from Bootleggers, LLC

On motion of Councilman Adam Dowd, 2nd by Councilwoman Diane Benjamin the following resolution was ADOPTED: All Voting: D. Benjamin-aye, Supv. Little-aye, A. Dowd-aye L. Case-aye, J. Case-absent.

Resolved that the Board acknowledges the 30-day Advance Notice filing a On-premises Alcohol Beverage License with NYS Liquor Authority for the business “Bootleggers Bar & Grill, LLC located at 543 Spittler Lane, Limestone, NY 14753.

Resolution 50-2026: Cemetery Maintenance and Lawn Mowing Contractual Bid Awarded to Robert Jacoby for 2026 Season

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

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

Resolved that the Board awarded Robert Jacoby, Limestone, NY the Cemetery and Lawn Mowing Contract for \$10,000.00 for the months of May 2026 through October 2026.

Resolution 51-2026 Lease Renewal Contract for Billboard at 641 Main Street, Limestone, NY with Jeremy Rounselle, Limestone, NY

On motion of Councilwoman Diane Benjamin, 2nd by Councilman Lynn Case the following resolution was ADOPTED: All Voting: D. Benjamin-aye, Supv. Little-aye, A. Dowd-aye L. Case-aye, J. Case-absent.

Resolved that the Board renewed the Lease Agreement with Jeremy Rounselle for 2 years at \$1,000.00 per year effective August 1, 2026.

Resolution 52 -2026: A Resolution of The Town of Carrollton Adopting the Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan

On Motion of Councilwoman Diane Benjamin, 2nd by Councilman Adam Dowd

A Resolution of The Town of Carrollton Board ADOPTING the Cattaraugus County Multi-jurisdictional Hazard Mitigation Plan

Whereas the Town of Carrollton recognizes the threat that natural hazards pose to people and property within the Town of Carrollton; and

Whereas the Town of Carrollton has prepared a multi-hazard mitigation plan, hereby known as the **Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan**, updated July 8, 2025, in accordance with the Disaster Mitigation Act of 2000; and

Whereas adoption by the Town of Carrollton demonstrates their commitment to hazard mitigation and achieving the goals outlined in the Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan, updated July 8, 2025.

THEREFORE, BE RESOLVED BY THE TOWN OF CARROLLTON, NEW YORK, Carrollton Board adopts the Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan, dated July 8, 2025. This Plan, approved by the community, may be edited or amended after submission for review, but will not require the community to re-adopt any further iterations. This only applies to this specific plan and does not absolve the community from updating the plan in 5 years.

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

Julie Carlson, Town Clerk- Water/Sewer2/Sewer 1: Water/Sewer 2-to date delinquencies \$11,412.42 prior to June 1st billing cycle. Sewer 1-\$28,188.10 left to collect for 2026 billing year. AWQR 2025 presented to the Board, mailed to all water residents, posted on Town Bulletin Board, Website and Post Office, and copies are also available for Town of Carrollton Residents in the Town Clerk's Office.

Highway Supt. Mike Fox: provided 2014 international estimates for a steel dump body for the Board. They discussed and agreed they will need to put it out to Bid. Hwy. Supt. Fox stated he would get the details for the bid packet and provide Clerk Carlson for advertising.

Resolution 53-2026 Authorize the Town Clerk to advertise for Bids for the 2014 International Truck for new dump body

On Motion of Councilman Adam Dowd, 2nd by Councilwoman Diane Benjamin

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

Resolved that the Board authorizes the Town Clerk to advertise for Bids for the 2014 International dump body, following the specs provided by Hwy Supt. Mike Fox. Closing date for accepting Bids will be July 21st, 2026 at 3:00PM. Opening of bids will be at the 6pm Board Meeting.

CWO/Sewer Maintenance Rick Dixon: 1) CWO Dixon informed the Board that he completed the AWQR in May, the County changed the process, and he is now responsible for completing it and sending it to Catt. County Health Dept. for approval before releasing to the Water users. **2)** He reported that he had to call out the vac truck in May. He will be ordering parts for repairs. He needed to call Hwy. Supt. Mike Fox for help with the grease in the sewer lagoon.

3) Questioned shutting off water at a residential property on Main Street, he doesn't believe there has been anyone living there for a few years. Clerk Carlson stated that we should put a letter out if we do that, because the water/sewer bills are not returned and the bill is paid for at the end of the year through taxes.

Supv. Little stated there may be a water leak on Church Street, the owner mentioned having a pump in his basement. Rick stated he could look at it and look behind the house. He could also test for chlorine.

Planning Board Chair Wendy Johnston: 1) Reported she attended the conference training in May at Houghton. She has a lot of information and was able to take notes for grant writing process also. **2)** She also stated she has contacted Ryan Walb, Tech for the Town, because she is having a lot of problems with her new, .gov email address he set up.

CEO Ben McDonnell: not present-provided report to Clerk- 1) He has had 2 issues with people receiving their notifications. He will be speaking to an attorney to see how to fill out an affidavit to hand deliver the tickets. **2)** He has 3 that are going to court, he has the long ticket available that will allow for a warrant to be administered. **3)** He is closing 1 ticket due to compliance. **4)** He has issued 3 lawn care maintenance notices. **5)** Had a call for a prospective buyer, that has investors for the Rt. 219 campground property for sale. He has directed her to Cattaraugus County Health Dept. for Septic system. **6)** Issued a Maximum Occupancy Certificate the Bootleggers, LLC, they are looking to open soon. **6)** Received a building permit that is being reviewed-appropriate zoning but will be speaking to PB Chair Johnston soon. **7)** Issued 2 building permits for sheds, and a new modular home that is being installed up Nichols Run.

Old Business:

Town Attorney position-The Board discussed the vacancy and agreed to appoint Attorney Eric Firkel for the remainder of the 2026 budget year.

Resolution 54-2026 Town Attorney Appointment for 2026

On Motion of Councilman Lynn Case, 2nd by Councilwoman Diane Benjamin

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

Resolved that the Board appoints Eric Firkel, as the Town of Carrollton Attorney for the year 2026.

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

1) Replace the heating/ac system for the front of the building-Clerk will look up previous bid write up for Supervisor to review. **2)** Small generator-no update. **3)** Additional outdoor lighting-no update. **4)** Clerks service window-no update. **5)** Window Treatments for Court room and meeting room to obstruct views especially at night-no update. **6)** Paving around the building for additional parking-late August or September. **7)** The playground maintenance and upgrades across the

street-no update. **8)** Replace side back door that leads to the basement-Supv. Little will contact the Amish. **9)** The Utility sink for maintenance-Supv. Little will contact the Amish.

Dog Control Officer Position-The Board requested Clerk Carlson to advertise the position again.

New Business:

Department of Public Works Position-Supv. Little discussed with CWO Rick Dixon how Maintenance Jerry Peterson was working out-Rick Stated he is working when needed and every other weekend.

Fenner-Small Claims Court-Supv. Little stated the Court date was June 4th, 2026, Attorney Eric Firkel represented the Town. We won and we do not owe any money to Fenner, the case is closed.

Public Forum-N/A

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, A. Dowd-aye, L. Case-absent, Supv. Little-absent.

Respectfully Submitted,

Julie Carlson-Town Clerk