

TOWN OF CARROLLTON
Tuesday, January 20th, 2026
Monthly Meeting 6:00PM
641 Main Street Limestone, NY 14753

Present: Councilwoman Deputy Supervisor Diane Benjamin, Councilman Jeff Case, Councilman Lynn Case, Councilman Adam Dowd, Town Clerk Julie Carlson, Bookkeeper Diane Frick, CWO Rick Dixon, Hwy Supt. Mike Fox, Planning Board Chair Wendy Johnston, CEO/Bldg. Ben McDonnell (6:50). **Residents:** Don Jacoby, Bonnie Spry, John Spry.

Not Present: Supv. Jay Little, DCO John Balcarczyk, Assessor Chris Holewinski.

Monthly Meeting:

Deputy Supv. Diane Benjamin called the meeting to order following the Pledge of Allegiance.

Resolution 23-2026 Monthly Written Reports

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

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

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

Resolution 24-2026 December 2025 Monthly Minutes and January 1st, 2026 Organizational Minutes

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

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

Resolved that the Board approves the December 16, 2025 Monthly Meeting Minutes and the January 1, 2026 Organizational Meeting Minutes as written.

Resolution 25-2026 Authorize Audit of Claims: On motion of Councilman Adam Dowd, 2nd by Councilman Jeff Case the following resolution was

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

Resolved the Town authorizes payment of January Audit of Claims for Abstract #13-2025 and January Audit of Claims #1-2026 be paid as follows:

2025 Bills Presented

• General	\$ 25,153.05 v#371-383
• Highway	\$ 22,042.04 v#170-187
• Sewer 1	\$ 469.36 v#32-33
• Sewer 2	\$ 3,528.44 v#139-146
• Water	\$ 1,192.35 v#131-135
• Capital	\$ -0-
Total	\$ 52,385.24

2026 Bills Presented

General	\$4,763.15
Highway	\$ 222.98
Sewer 1	\$ -0-
Sewer 2	\$1,223.61
Water	\$ 428.63
Capital	\$ -0-
Total	\$ 6,638.37

Resolution 26-2025 Checks Received 12/17/2025-01/20/2026

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

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

Resolved the following Checks Received were recorded for 12/17/2025-01/20/2026.

\$ 126.00	Town Clerk's Acct-December Sales
4,755.00	Justice Michael Soper-Fines Collected for December
9,793.00	Justice Joseph Crowley-Fines Collected for December
7573.00	Complex Rentals
115.32	Transfer in from PayPal for military Banners-S. Ross

Total \$22,362.32

Correspondence: 1) NYS Dept of Civil Service-informational memorandum-World Trade Center Sick Leave Reimbursement Program. 2)Municipal Shelter Inspection Report 12/16/2025. 3) Cattaraugus County Land Bank Questionnaire.

Resolution 27-2026: Acknowledgement of the Letter from the Town of Carrollton Justice Court Records and Documents for 2025 to Present to the Board for examination

On motion of Councilman Adam Dowd, 2nd by Councilman Jeff Case the following resolution was ADOPTED: All Voting: D. Benjamin-aye, J. Case-aye, L. Case-aye, A. Dowd-aye, Supv. Little-absent. Resolved the following Letter is acknowledged and the Board is prepared to work with OSC in filing the 2025 Audit or examination as required in a timely manner.

Town Clerk Julie Carlson: 1) **Water/Sewer 2** -ending the December 2025 billing cycle, next billing is February 1st. 2) **Sewer 1-2026** Billing started January 1st, the Total to be collected for the year is \$52,272.00 3) **Rentals:** Provided updated income report of rentals. Received notification from the tenant in room 106 he would be moving out by the end of February. Working with Dep. Supervisor Diane Benjamin and Rick Dixon coordinating service companies for the boilers, roof repairs, and the heating system. 4)**Dumpster relocation**-Casella will be moving the dumpster for the Town Offices trash to the Hwy Department, this will keep it out of the way of plowing, out of sight and easy access for Casella to empty. 5) **Austin Locksmith**-they were here to fix the lock on the Assessor/Code Office, and replace the core on the Main entrance door which would not unlock.

Bookkeeper Diane Frick: 1) **Bank Acct. Fund Balances** provided to date. 2) **The Highway Balance-** will need to transfer money from the General Fund to the Highway for a short-term loan until the Highway Budget funds are released fulfilling the 2026 Tax warrant.

Resolution 28-2026: Board Authorization of Bookkeeper Notification of Transfer of Funds from General to Highway

On motion of Councilman Jeff Case, 2nd by Councilman Lynn Case the following resolution was ADOPTED: All Voting: D. Benjamin-aye, J. Case-aye, L. Case-aye, A. Dowd-aye, Supv. Little-absent. Resolved that the Board authorizes Bookkeeper Diane Frick to transfer \$25,000.00 from GeneralA391.3to Highway A630.1.

Highway Supt. Mike Fox: reviewed the Monthly report for December. The department has been busy keeping up with the snow plowing and salting currently.

CWO/Maintenance Rick Dixon: 1) Placed an order for Grinder Pump from Fluid Kinetics to replace the Main Street pump, he can get the old pump rebuilt to have it on the shelf for a spare. He reported to Supervisor Little, prior to placing the order. 2)**Water Plant Pump**-he is working with Ed Boser to get it back into proper operating order. It is not coming on all the time. 3)**640 Main St**-Has been working with Deputy Supv Diane Benjamin with the weather-related problems that have come up recently.

Planning Board: PB Chair Wendy Johnston- 1) **Printer-** Inquired as to purchasing a new printer for her office. The one she is using is hers, the Town provides the ink. Bookkeeper Diane Frick stated it is in her contractual, that we can place the order and have it delivered to the office. 2)**Office Door Unlocked**-concerned as to why-Clerk Carlson stated she would check with Cleaning/ Maintenance to be sure he is locking it when he finishes. Clerk Carlson stated she had Austin look at it just to check it was working correctly. 3)**Monthly Mtg- Special Guest-Bill Dibble provided** information to get the walking trails, bicycle trails etc. He said it is a long process, and would also require working with the State. These are ideas that would draw attention to our Town. Copies were provided to the Board Members. 4)**Main Street Pole Barn**-asked if there has been any more movement on applying for a Special Permit. CEO McDonnell stated that he has only applied for the pole barn building and the fence permit at this time. 5) **Planning Board Terms**-Clerk Carlson inquired about renewing of positions, their terms and interest on staying on. PB Chair stated she is concerned about Jessica Baker, she has not been able to attend for several months. Clerk Carlson stated she would reach out to her.

CEO Ben McDonnell: 1) Provided his verbal report and stated he did see the Pole Barn on Main Street and will be contacting him on his progress and let him know what his building permits that were issued were for. PB Chair Wendy Johnston stated she had received a phone call from the property owner wanting her to give a variance to run electrical

wires over the wires that are the Towns. She stated she was not aware that she was to do a variance to do this. She did not provide him with any such variance. CEO Ben McDonnell stated he would ask the owner to map out what he is wanting to do. 2) Annual Code Training Requirements have been completed.

Old Business:

640 Main Street-Deputy Supv. Benjamin provided update from Supv. Little that he has left a message with the Realtor and with Attorney Eric Firkel, he has not had any feed back on the progress of the sale. Little asked for the Board Members to provide their thoughts as to requesting a non-refundable deposit from the buyer. Councilman Dowd stated he thinks it should be 10% down, non-refundable with a 30-day time limit for the sale to go through. The Board all agreed and Deputy Supv. Benjamin stated she would tell Supv. Little.

Deputy Supv. Benjamin thanked everyone that helped to take care of the boiler and heater issues at 640 Main that happened right after the power outage in town. Siemens came in and checked the boilers, it was not the boilers that were the issue, it was the motherboard for the heating system. It did not come back on after the electric came back on, which was determined that the power outage was the cause of it. After not having heat for a few days, we had frozen pipes that also that busted in rooms 104 and 106.

Clerk Carlson provided the Siemens quote for a new motherboard including labor and stated that is being submitted to our insurance company due to the electrical outage causing issues. The pipes freezing and then busting is a separate issue that is being submitted to the insurance company due to the heat not coming back on and causing frozen pipes. These are two different claims, one for electrical and one for mechanical. Currently we are waiting to hear from the adjuster to set up a date to inspect.

Councilman Adam Dowd stated the Door to the outside in the Basement at 640 Main Street needs to be replaced. He requested Rick Dixon to get a quote on it.

New Business:

Generator at 641 Main Street-Hwy Supt. Mike Fox stated that the Town Offices at 641 Main Street need to have a back up generator. When we lost electric recently, The Town offices did not have anything. The Board discussed the idea, and that maybe we could ask the grant writer if there is a grant that would help to cover this.

Lighting Outside at 641 Main Street-Hwy Supt. Mike Fox updated the Board that he did ask the electric company about putting a Street Light on the pole across from the Municipal Building, he has not had a response back yet.

640 Main Street-Gym Lights-Deputy Supv. Benjamin stated that they are working with Curtis Peters to get a lift from the school to replace light bulbs in the gym. Hwy Supt. Mike Fox stated the latest is that Curtis is waiting on one, and Mike himself will be the one in the lift replacing the bulbs so that it will be a town employee.

Open Forum: N/A

Motion: On motion of Councilman Adam Dowd, 2nd by Councilman Lynn Case to adjourn the Monthly Meeting.
All Voting: D. Benjamin-Aye, J. Case-Aye, L. Case-Aye, A. Dowd-Aye, Supv. Little-absent. Motion carried.

Respectfully Submitted,

Julie Carlson-Town Clerk