

TOWN OF CARROLLTON
Tuesday, July 28, 2026
Executive Session 5:30pm Monthly Meeting 6:00PM
641 Main Street Limestone, NY 14753

Executive Session scheduled for 5:30PM for Personnel.

Present: Supervisor Jay Little, Councilwoman Diane Benjamin, Councilman Jeff Case, Councilman Lynn Case, Councilman Adam Dowd. Guest: Ward Near, Labor Relations Consultant.

Motion made by Councilwoman Diane Benjamin, 2nd by Councilman Lynn Case to enter Executive Session for Personnel at 5:30pm with Ward Near, Labor Relations Consultant. All Voting: D. Benjamin-aye, J. Case-aye, A. Dowd-aye, L. Case-aye, Supv. Little-aye.

Motion made by Councilman Jeff Case, 2nd by Councilman Lynn Case to adjourn Executive Session at 6:15pm. All Voting: D. Benjamin-aye, J. Case-aye, A. Dowd-aye, L. Case-aye, Supv. Little-aye.

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, CWO/Sewer/Maint. Rick Dixon, Hwy Supt. Mike Fox, CEO/Bldg. Ben McDonnell. **Residents:** Don Jacoby.

Not Present: Assessor Chris Holewinski.

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

Resolution 55-2026 Monthly Written Reports

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

Resolution 56-2026 Approval of Concurrent Items

On motion of Councilman Adam Dowd, 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 June Monthly Meeting Minutes as written. The following Checks Received were recorded 06/17/2026-07/28/2026:

\$ 218.40 Town Clerk's Acct-June Sales
 8,501.00 Justice Michael Soper-Fines Collected for June
 7,083.00 Justice Joseph Crowley-Fines Collected for June
 383.86 Town of Carrollton Joint Fire District-May Fuel
 53.33 Airgas-refund
 30.22 Airgas-refund
 142.86 Cattaraugus County Probation Dept.-restitution payment

Total \$16,412.67

And the Town authorizes payment of July Audit of Claims for Abstract #7 be paid as follows:

2026 Bills Presented

- General \$ 26,502.02 v#147-174
- Highway \$ 9,109.85 v#90-103
- Sewer 1 \$ 20,512.98 v#14-15
- Sewer 2 \$ 21,548.74 v#55-86
- Water \$ 2,202.84 v#55-67
- Capital \$ -0-

Total \$79,876.43

Correspondence: 1) National Fuel -sent information to municipalities, plumbing sewer and maintenance contractors in the service territory to advise of the potential hazard associated with sewer “Cross Bores”, including the description of what Cross Bores are, and when the hazard occurs. National Fuel provided recommendations for the municipalities of what type of questions to ask property owners prior to using mechanical equipment to clear a sewer or drain blockage.

Julie Carlson, Town Clerk-Water/Sewer 2/Sewer 1: 1) Water/Sewer Billing: Delinquencies Balance prior to 8/1/26 billing is: Water \$ 8,362.90, Sewer 2 \$ 10,048.71. Sewer 1 \$23,798.90, reminder this is a monthly billing, and the balance is what is remaining through November 30th, 2026 not including penalties.

2) Clerk Carlson reported that the Town Court requested authorization to apply for the 2026-2027 Justice Court Assistance Program “JCAP” grant. Clerk Carlson provided the Resolution for authorization.

Resolution 57-2026: Title: “RESOLUTION AUTHORIZING APPLICATION FOR FUNDS FROM THE JUSTICE COURT ASSISTANCE PROGRAM”

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, The Board of the Town of Carrollton authorizes the Carrollton Town Court to apply for a JCAP grant in the 2026-2027 grant cycle up to \$30,000.00.

Highway Supt. Mike Fox: Thanked the following people for the emergency assistance for the flooding and with Quinn Road wash out that happened today 7/28/2026: Bradford Forest Products, Catt. County, Tom Case, Scott Woods, and advisement of Town Supervisor Jay Little. He stated that the following roads needed assistance for flooding-in the areas of 1087 Main Street, 688 Main Street, Quinn Road, Nichols Run, Loney Hollow, Bailey Drive, Spittler Lane, and Chipmonk Rd.

Bid Opening:

Supv. Jay Little opened the Bids for the 2014 International Truck Bed Replacement:

Bids were from: Bradco Supply Company \$60,063.36 for Stainless Steel dump body.

Valley Fab and Equipment, Inc. \$54,000.00 Stainless Steel dump body. Both Bids followed Specs requested.

The Town Board, Supv. Little, and Hwy Supt. Fox all discussed the bids, and the possibility of delaying payment until the 2027 budget year.

The Board tabled awarding bids until the next meeting.

Supv. Little stated they need to do more research on getting the dump body, then self-installation, and contracting out the welding.

CWO/Sewer Maintenance Rick Dixon: Water-1) Rick reported there is a leak at 5850 Church Street residence. He had spoke to the owner a week ago, and it is still not repaired. Clerk Carlson mailed out a letter giving 7 days to repair.

2)Cemetery- He set up headstones. Rick stated that Bob Jacoby is doing a great job with maintaining the cemetery mowing and weed eating.

Planning Board Chair Wendy Johnston: 1) Reported they are ready to submit the SMART GROWTH grant application. She has a letter prepared for residents to read and sign to see if they would like to see the community improvements that this grant could help with. Everything needs to be submitted to Mike Salada, at Grant Masters by July 30th to submit along with the application by July 31st.

Diane Frick Bookkeeper: 1) Bank Acct. Fund Balances provided to date. **2)** Reported she has been working on cleaning up the accounts and would like to move the funds into the appropriate accounts. \$8, 094.36 was paid out of the Cemetery account for a lawn mower which is used for other purposes. Funds should be reimbursed to the Cemetery from the General account. Diane suggested moving \$6,000.00 from the General Fund and setting up a Cemetery CD.

3) Highway owes a balance of \$14,958.00 to the General account for the Truck purchased in 2013. She would like to get that transferred from Highway and payoff the loan.**4)** Repayment to General account for \$152,250.00. Lagoon Project Funds were deposited for the EFC WQIP Grant/BAN into General account by OFSC on 9/13/2021. Then transferred to Water account on 1/24/2022. A payment of \$150,609.38 was paid from the water account to the Depository Trust Co. Then on 4/19/2022, another \$152,250.00 was transferred from the General account to the Capital account. Then expenses

were paid to Municipal Solutions, Hodgson Russ, and M&T Bank. \$88,474.22 remains in Capital account. Diane requested to close out the Capital account and reimburse the General Account. Diane provided two proposals. The first proposal was to move the \$88,474.22 into the General account and close the Capital account. The second proposal was to move the 488,474.22 from the Capital account and \$31,887.89 from Sewer 1 and Sewer 2 into the General account which would reimburse the General account for the total \$152,250.00. The Board discussed and agreed to go with proposal 2 reimbursing general fund, from Sewer 1, and Sewer 2, and to close the capital account.

Resolution 58-2026 Transfer Funds from General Fund to Cemetery Fund

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 authorizes Bookkeeper Diane Frick to move \$6,000.00 General Fund to Cemetery for a CD.

Resolution 59-2026 Transfer Funds from Highway to General Fund for 2018 Truck Loan Reimbursement

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 authorizes Bookkeeper Diane Frick to move from Highway Fund \$14,958.00 to General Fund to pay off the 2013 Truck loan.

Resolution 60-2026 Repayment to General Fund for \$152,250.00

On motion of Councilwoman Diane Benjamin, 2nd 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 Bookkeeper Diane Frick to move money to Reimburse the General account a total balance of the \$152,250.00, \$88,474.22 from the Capital account, \$31,887.89 from Sewer 1 \$31,887.89 from Sewer 2 to A9950.9 Transfer to Reserves.

Resolution 61-2026 Close Capital Account

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 authorized Bookkeeper Diane Frick to close the Capital Account.

Bookkeeper Diane Frick handed out the Proposed 2027 Budget Schedule to the Board and Town employees.

CEO Ben McDonnell: Reported he mailed out certified letters. Building permits were issued and will follow up on resident complaints on property maintenance.

New Business:

Resolution 62-2026 Dog Control Officer Appointment

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 appoints Cody Deemer to the Dog Control Officer position effective 7/28/2026, term ending 12/31/2026.

Project List: Items to complete 641 Main Street Municipal Offices:

- 1) Replace Heating /AC for front of Building-advertise bid for replacing.
- 2) C/O Fire Alarms for hallway and front offices-Supv. Little will contact the electrician.
- 3) Generator-put out to bid.
- 4) Clerks Door-install window-Supv. Little stated he would like to have the 3 wooden doors looked at, it may be what is causing the stagnate smell in the hall, he will contact the Amish to see if this is something that can be redone or replaced.
- 5) Additional Outdoor lighting-no update.
- 6) Window Treatments -to obstruct views especially at night-ideas discussed.
- 7) Paving around the building for additional parking-may not happen this year.
- 8) Playground maintenance and upgrades-no update
- 9) Replace side back door that leads to the basement-Supv. Little will contact the Amish.
- 10) Utility Sink for maintenance room -discussion of what was purchased and what is needed. Councilman Jeff Case said

he would install.

Resolution 63-2026 Authorize Town Clerk to advertise for Heater/AC Unit Removal and Installation at 641 Main Street

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 authorizes the Town Clerk to advertise for bids for the Heater/AC Unit Removal and Installation at 641 Main Street location, following the specs provided by Supv. Jay Little. Closing date for accepting bids will be Tuesday, August 18th, 2026 at 3:00PM. Opening of bids will be at the 6pm Board Meeting August 18th, 2026.

Resolution 64-2026 Authorize the Town Clerk to advertise for a Generator at 641 Main Street

On Motion of Councilwoman Diane Benjamin, 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 Town Clerk to advertise for bids for a 200-amp self-sufficient generator system for 641 Main Street location.

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. Motion carried.

Respectfully Submitted,

Julie Carlson-Town Clerk