

Town of Olean
Minutes of the Regular Monthly Board Meeting
Held at the Olean Town Hall, 2634 Route 16N, Olean NY
On October 21, 2025, and Budget Public Hearing on October 30, 2025

Present: Annette Parker Supervisor
 John Artlip Councilman
 Donna Howard Councilwoman
 Scott Zink Councilman
 Pat Zink Highway Superintendent
 Jerry Dzuroff Code Enforcement Officer
 Sherry Lemon Town Clerk

Absent: Robin Pearl, Court Clerk

Supervisor Parker opened the Board Meeting at 6:30pm with the Pledge of Allegiance.

Guests: None.

Resolution 1 (R:010012025) APPROVAL OF BOARD MEETING MINUTES

On a motion from Councilman Artlip, and seconded by Councilman Zink, the Resolution was Adopted, with 4 Ayes, and 0 nays it is

Resolved, that the meeting minutes of September 16, 2025, are approved as presented.

Resolution 2 (R:09022025) APPROVAL OF ABSTRACTS

On a motion from Councilman Artlip, and seconded by Councilman Zink, the Resolution was Adopted, with 4 Ayes, and 0 nays it is

Resolved, that the bills received in September and paid in October 2025 have been reviewed by the Town Board and are authorized for payment in the following amounts:

Highway Fund: for the sum of \$75,531.09 for vouchers #133-148.

General Fund: for the sum of \$11,559.66 for vouchers #159-173.

REPORTS OF TOWN OFFICIALS

Supervisor: The monthly bank statements were presented for review by the Board.

Code Enforcement: From September 16, 2025, to October 20, 2025, has 5 permits issued; 1 Zoning Board of Appeals Public Hearing pending, 3 court summons, and 3 complaints. Continued to advise Board to draft and adopt Air B&B and “tiny home” rules and regulations; and the need to review and update the Zoning Local Law. DEC/FEMA ongoing meetings attended.

Cemetery: Status of the cemetery grounds is included in the Highway Superintendent’s report; foundations were poured on October 14 and will be ready for monument placement on October 22; final sweep of cemetery for trash and old decoration removal is scheduled for November 3; burials continue with the weather; final groundskeeping day is October 10; waiting for the County on new sign design.

Superintendent of Highways: a written report has been submitted with updates on the status of vehicles and equipment; the status of the Town’s buildings and grounds; road paving projects proposed and/or completed; and other miscellaneous but relevant information. New trucks were ordered and delivered and the trucks to be replaced were sold at auction.

Clerk: The Clerk’s office collected a total of \$1,053.00 in October 2025, for dog license fees and building permit applications collected by the Clerk’s Office. \$24.00 was paid to NYS Dept. of Ag & Markets for Animal Population Control Program.

Town Justice/Court: No report given.

Assessor: Cattaraugus County Real Property Services has taken over Assessing services as of October 1, 2025. They will be at the Town of Olean Office on the first and third Thursdays of each month and can be reached at their Little Valley offices every day.

OLD BUSINESS

Supervisor: The Town is still waiting to receive the awarded funding and contract to begin the process of building a new dog kennel.

The preliminary annual budget Public Hering was held on October 21, 2025, at 6:30pm for residents to comment. Present were Councilmembers Artlip, Torrey, Howard, and Zink, with the Town Clerk taking minutes. No residents

appeared or submitted commentary. **Deputy Supervisor Artlip called for a vote on Adopting the Preliminary Budget for 2026, and all present voted yea, with no nay votes.**

A **Public Hearing with the Zoning Board of Appeals** occurred on Saturday, October 11, 2025, at 9:00 am at the Town of Olean Fire Hall and many residents gave their opinions on the **request for zoning variances and alternate code interpretations** for the Dugan Road Solar, LLC solar energy facility application. The Hearing was adjourned pending a review and opinion from the Cattaraugus County Planning Board on or after November 20, 2025, as well as an opinion from the Zoning Board of Appeals attorney.

The Board is asked to **review policy changes** with regards to union negotiation personnel. Negotiations are set to begin on or about October 1.

An **audit** of the Assessor's supplies and equipment should be made and a request for missing items to be returned to the Town.

NEW BUSINESS

On advice from the Town Attorney, the Town is seeking an outside special council attorney to represent the Zoning Board of Appeals. This special council cannot be Gary Abraham, Esq., as he represents the Town Board on the pending Solar and Wind Energies matters.

There being no other Old Business or further New Business to be presented, Councilwoman Howard moved for adjournment, with Councilman Zink seconding the motion, and all agreed. The meeting was adjourned at 7:55pm.

Respectfully submitted,

Sherry Lemon, Town of Olean Clerk