

MINUTES OF THE
REGULAR MEETING OF THE TOWN BOARD
OF THE TOWN OF ELLICOTTVILLE, January 21, 2026
at 6:00 pm HELD AT THE TOWN HALL

<u>Present:</u>	Matthew McAndrew	Supervisor
	John Zervas	Councilman
	Steve Crowley	Councilman
	Greg Fitzpatrick	Councilman
	Ken Hinman	Councilman
	Robyn George	Town Clerk
	Ben Gross	Engineer
	Jim Bouchard	Officer in Charge
	Seth Pullen	Attorney for the Town
	Mark Burr	Consulting Engineer
	Scot Brumagin	Highway Superintendent

Others present: Michael Clough

Call meeting to order:

Supervisor McAndrew called the meeting to order and led the Pledge to the Flag.

Approve Minutes

- Town Board Meeting – December 17, 2025

On motion by Mr. Zervas and second by Mr. Crowley the amended minutes of the December 17, 2025 meeting were:

Accepted Ayes 5 – McAndrew, Crowley, Fitzpatrick, Hinman & Zervas
 Nays 0

- Organizational Meeting – January 7, 2026

On motion by Mr. Crowley and second by Mr. Zervas the minutes of the January 7, 2026 Organization meeting were:

Accepted Ayes 5 – McAndrew, Crowley, Fitzpatrick, Hinman & Zervas
 Nays 0

Audit of Claims

- Pay Town bills on Distribution Report #01-2026

On motion by Mr. Crowley and second by Mr. Zervas the following resolution was accepted:

Accepted Ayes 5 – McAndrew, Crowley, Fitzpatrick, Hinman & Zervas
Nays 0

Resolved that the Town bills be paid on General Ledger Distribution Report 01-26 as follows:

001 - General Fund A:	\$ 91,214.62		
002 - General Fund B:	\$ 41,823.33		
		General Fund Total:	\$133,037.95
004 - Highway DB:	\$643,905.45		
		Highway Fund Total:	\$643,905.45
006 - Water	\$ 86,517.28		
		<u>006 - Water Fund Total</u>	<u>\$ 86,517.28</u>
		Grand Total:	\$863,460.68

Supervisor's Report

- Accept Supervisor's Financial Report

On motion by Mr. Fitzpatrick and second by Mr. Hinman the following resolution was:

Accepted Ayes 5 - McAndrew, Zervas, Fitzpatrick, Hinman & Crowley
Nays 0

Resolved that the Board accept the Supervisor's report.

- Nannen Arboretum Report

Steve Ward, President of the Arboretum Committee provided a summary of the accomplishments of the Nannen Arboretum for the year, 2025. The volunteers continue to maintain and update the Arboretum and provide educational activities for the community. The Board was impressed with all that is being done and expressed appreciation.

Present Written Department Reports for Approval

- Clerk's, Police, Planners, Justice, Engineers and Building Inspector's Reports

On **motion** by Mr. Hinman and second by Mr. Crowley the Clerk's, Police, Planning, Justice, Engineer and Building Inspector's reports were:

Accepted Ayes 5 – McAndrew, Crowley, Fitzpatrick, Hinman & Zervas
Nays 0

Department Heads

Jim Bouchard – Police Department

OIC Bouchard is searching for a replacement to fill the vacancy of a full-time officer that is resigning.

He commended his officers for going above and beyond the call of duty. He has received numerous correspondences and praise from members of the public to that affect.

On motion by Mr. Crowley and second by Mr. Zervas the following resolution was:

Accepted Ayes 5 - McAndrew, Zervas, Fitzpatrick, Hinman & Crowley
Nays 0

Resolved the Board accept the resignation of Ira John as a full-time police officer effective 1-23-26. He will continue to work for the Town on a part-time basis.

Scot Brumagin – Highway Department

Maintenance projects for the upcoming year were discussed.

Mr. Brumagin said his crew is doing a good job during his absence and he communicates with them daily. Tobias Widger has stepped up to help the Deputy Superintendent.

On motion by Mr. Zervas and second by Mr. Hinman the following resolution was:

Accepted Ayes 5 - McAndrew, Zervas, Fitzpatrick, Hinman & Crowley
Nays 0

Resolved that Tobias Widger be given a \$2/hour raise retroactively to the beginning of the current pay period. This is in line with what the Deputy Highway Superintendent is entitled to.

Kelly Fredrickson – CEO Building Inspector

Letters have been sent to property owners that advertise for short term rentals but have not responded to previous mailings. Properties in violation of the law will be prosecuted. Overall, inspections have been going well.

The old Depot building was discussed. It was deemed structurally sound by engineers. Work on the deck will need to be done but until then, it can be used as a means of egress, not for gatherings.

Greg Keyser – Town Planner – Absent

The NYSDOS Local Government Efficiency grant was not awarded to the Town. Supervisor McAndrew said the Comprehensive Plan Update will be done in house. A committee will be set up for that purpose at the next meeting.

Ben Gross – Engineering Department

- New Printer

Quotes were obtained for a new printer for the Engineering, Planning and Building departments. It was decided that the Cannon printer (on State bid) was the best fit.

On motion by Mr. Crowley and second by Mr. Hinman the following resolution was:

Accepted Ayes 5 - McAndrew, Zervas, Fitzpatrick, Hinman & Crowley
 Nays 0

Resolved that the Board approve the purchase of the Cannon printer.

- Town Hall Front Door

One of the windows is not ready yet and holding up the completion of the project.

The architect has provided a rough quote (\$50,000) to draw up the design for the replacement of all of the Town Hall windows. She will send an updated proposal.

- Leak Detection

The Town Engineering and Water departments were able to preview the Leak Detection equipment and software. It detected a leak on Park Ave. within a matter of days. 3 units and the software is about \$7,000 and the batteries last for about 5 years.

- Holimont Water Project

Plans are being submitted to the county so the 1st phase up to the meter pit can be put out to bid.

- 219 Sidewalk Extension

Supervisor McAndrew explained how the extension of the sidewalk past Crosby's and Steelbound could be included in the EVGV trails TAP grant request. He provided a budget and explained the process. The final application is due in mid-March.

- Maples Road Speed Reduction request

Mark Burr is working on modifying the original request to a shortened section which may have a better chance of getting approved. Letters from the public supporting the speed reductions may help and are being encouraged.

New Business

- Set Public Hearing – Residency Requirement

On motion by Mr. Crowley and second by Mr. Zerfas the following resolution was:

Accepted Ayes 5 - McAndrew, Zerfas, Fitzpatrick, Hinman & Crowley
 Nays 0

- Residency Requirement for Town Clerk and Tax Collector

BE IT RESOLVED:

1. That the Town Board of the Town of Ellicottville accepts and proposes to adopt a local law to be designed as Introductory Local Law No. 1 of 2026 entitled "A Local Law to establish the residency requirements for the offices of appointed Town Clerk and Tax Collector for the Town Of Ellicottville" and that a copy of the proposed revise local law is annexed hereto and incorporated into this resolution as though set out in full.
2. That a public hearing be held on February 18, 2026, at 6:00 P.M. at the Town Hall, 1 W Washington Street, Ellicottville, NY.

3. That the Town Clerk, with the assistance of the Town Attorney, is directed to prepare the legal notice required to be published and to provide such notice such notice for timely publication in the official newspaper.
4. That a copy of such legal notice be posted upon the Town Clerk's bulletin board and Town website as required by law.

Following discussion, the foregoing resolution was called to a vote which resulted as follows:

Ayes 5 - McAndrew, Zervas, Fitzpatrick, Hinman & Crowley
Nays 0

The Supervisor then declared the resolution to be adopted and directed the Clerk to proceed to complete the publishing and posting as required by law.

- SRO Contract

Ellicottville Central School administration is asking for a breakdown of expenses in regards to the School Resource Officer Contract. They would like certain aspects clarified. Attorney Pullen has been asked to be involved.

Old Business

- Alarm Law

CEO Fredrickson is working on revisions the current ordinance.

- Fire Hall

Supervisor McAndrew did some research on the road, Lynne Weishan Dr., by the Fire Hall to ascertain how to separate it from the property when the Town cedes the property to the Fire Department.

Correspondence

- NYS Homes and Community Renewal

A letter from NYS confirmed that the Town of Ellicottville has been certified as a Pro-Housing Community.

Privilege of the Floor

- Mike Clough

Mr. Clough explained that he is in the process of purchasing a home that he would like to use as a short-term rental. He is concerned that limiting each property owner to one short-term rental on March 1st will not allow him to use the second property as a short-term rental as he is not sure the property will close before that date. He is asking if the current law would allow properties that are under contract but not yet closed, to apply and be considered for a short-term rental. Attorney Pullen said that the law could allow for the approval under these circumstances. It is the property owner's intention to comply with the law and a signed contract is in place.

Adjournment

Motion by Mr. Zervas seconded by Mr. Hinman to adjourn the meeting at 7:20pm and go into Attorney Client Privilege. All Ayes. Carried.

I, Robyn A. George, Clerk of the Town of Ellicottville, County of Cattaraugus, State of NY, do hereby certify that the foregoing constitutes the complete minutes of the Town Board Meeting held on the 21st day of January, 2026 approved by said Board on the 18th day of February, 2026.

Robyn A. George – Town Clerk