

Town of Mansfield
Regular Meeting
And
Organizational Meeting
January 20, 2026
7pm

Present:

Carl Carlarco, Town Supervisor
Andy Pascarella, Councilman
Mike Telaak, Councilman
John Ditcher, Councilman
Betty Horning, Town Clerk

Also Present:

Jeff William, Highway Superintendent
Dale Baldwin, Town Justice

Absent:

James Uhrinek, Councilman

- 1. Oath of Newly Elected Officials**
Town Clerk gave the oath of office to the newly elected members.
- 2. Call to Order Regular and Organizational Meeting**
Supervisor Calarco called the meeting to order at 7pm.
- 3. Pledge of Allegiance**
All present said the Pledge of Allegiance.
- 4. Public Comment**
No public comment.
- 5. Changes to the Agenda**
No changes to the Agenda.
- 6. Minutes of the last meeting**
 - a. Additions and corrections
There were no additional or corrections.
 - b. Motion by Mike Telaak second by Andy Pascarella to approve the minutes as read.
- 7. Motion made by John Ditcher second by Andy Pascarella to approve the following appointments.**
 - a. Deputy Supervisor – Andy Pascarella.
 - b. Bookkeeper to the Supervisor – TBA.
 - c. Working Highway Supervisor – Brian Welka.
 - d. Deputy Town Clerks – Dale Baldwin and Leonard Horning.
 - e. Deputy Tax Collectors – Dale Baldwin and Leonard Horning.
 - f. Town Registrar of Vital Statistics – Betty Jane Horning.
 - g. Deputy Registrar – Dale Baldwin
 - h. Dog Control Office – Sam Smith
 - i. Building Custodian – William Leek
 - j. Code Enforcement Officer / Building Inspector – Jeffrey Holler
 - k. Town Assessor – Cattaraugus County
 - l. Town Legal Council – TBD
 - m. Town Engineer – Carl Calarco, P.E.

- n. Town Board Meetings – third Monday of each month at 7pm unless otherwise noted.
Tuesday January 20, 2026 7pm.
Monday February 23, 2026 7pm (fourth Monday).
Monday March 16, 2026 7pm.
Monday April 20, 2026 7pm.
Monday June 15, 2026 7pm.
Monday July 20, 2026 7pm.
Monday August 27, 2026 7pm.
Monday September 21, 2026 7pm.
Monday October 19, 2026 7pm.
Monday November 16, 2026 7pm.
Monday December 21, 2026 7pm.
- o. Town Depository Banks to be Cattaraugus County Bank, M&T Bank, and Bank of Cattaraugus.
- p. Town Supervisor is authorized to conduct Town Business, pay all salaries as budgeted, utility claims, health insurance claims, postage, express freight charges, to transfer funds as necessary and pay 72.5 cents per mile when personal vehicles are used to conduct town business.

8. Highway Employees.

Motion by Mile Telaak second by Andy Pascarella to approve the Highway Policy as presented.

9. Planning Board.

Motion by Andy Pascarella second by Mike Telaak to approve the following stipend for the Town Planning Board and Zoning Board Members. \$35.00 per meeting attended, and for the Planning Board Chairman \$70.00 per meeting attended. For the planning Board Secretary \$16.00 per hour.

10. Investment and Procurement Policies.

Motion by Mike Telaak second by Andy Pascarella to approve the towns Investment and Procurement Policies for the year 2026.

11. Town official Newspaper.

Motion by John Ditcher second by Mike Telaak to continue to use The Villager as the Towns official newspaper.

12. Scrap Metal Policy.

Motion by Mike Telaak second by Andy Pascarella to approve the Scrap metal Policy for 2026, whereby all proceeds are to be paid by check, payable to The Town of Mansfield.

13. Code Enforcement / Animal Control Reports.

- a. Renewals for Agricultural Assessment and Senior Citizen Exemption are being submitted and processed. These applications are due March 1, 2026. Applicants are encouraged to contact the Assessor's Office.
- b. Assessors Office has corresponded with several property owners about their assessments, tax biolls and exemptions.
- c. Their were six property transfers in November.
- d. Code Enforcement Officer Holler mentioned the Saw Mill on Cross Road.
- e. There was no update from the Dog Control Officer.

14. Highway Superintendent Report.

- a. All trucks have had forty trips of plowing and sanding.
- b. One truck was down for a half day with a coolant leak.
- c. Driveway issue on Woodard Road will need a culvert pipe installed.
- d. Moved snow piles back at intersections.
- e. The power broom is being repaired and prepped for spring / summer work.

15. Supervisors Report.

- a. Discussion on old town hall building.
- b. Updates to current Town Hall.
- c. Updates to town cemeteries.
- d. Term limits for Town Officials.

16. Audit of Financial Accounts.

Motion by John Ditcher second by Andy Pascarella to acknowledge and approve the Supervisors Financial report.

17. Audit of Bills.

Motion by Mike Telaak second by Andy Pascarella that the Board authorize payment of the general and highway bills submitted for payment as follow:

General Fund Voucher number 1 to 22 in the amount of \$51,984.25.

Highway Fund Voucher numbers 1 to 23 in the amount of \$61,766.13.

18. General Discussion.

No general discussion.

19. Motion by Andy Pascarella second by John Ditcher to adjourn at 8:45pm.

Respectfully Submitted

Betty Jane Horning

Town Clerk