

The first regular meeting of the Andover Town Board for 2020 was held on January 9, 2020

**Present:**

Joe Kent, Councilman  
Matthew Zengerle, Councilman  
James Frungillo, Highway Superintendent  
Tasha Rossrucker, Clerk  
Amanda Joyce-Phelps deputy clerk

Joe Kent opened the Public Hearing at 6:00 p.m.

**Pledge of Allegiance:** Led by Matt Zengerle.

**RESOLUTION 2020-1 – Resolution of Organization**

The following resolution offered by Matt Zengerle and Wayne Grant.

**RESOLUTION #2020-1**

**TITLE: 2020 RESOLUTION OF ORGANIZATION**

**Offered by:** Councilperson Wayne Grant.

**WHEREAS:** It is required by law that The Town Board take certain actions at the beginning of each fiscal year to provide necessary services for the Town of Andover

**WHEREAS:** Such actions could include appointments, setting stipends, identifying duties, clarifying arrangements, taking oaths of office

**THEREFORE:** Let it be resolved:

That the Town Board, Town of Andover shall meet in regular sessions on the second Tuesday of each month at 6:00pm in the Town Office at 22 E. Greenwood Street, Andover, NY and the Town Clerk is authorized to advertise such dates and location for the monthly meeting in the designated newspaper and post on the official bulletin board at the Town Hall.

That the Spectator is designated as the official newspaper.

That the Steuben Trust Company, Andover branch, is the designated depository for Town Funds.

That the reimbursement for mileage will be 55 cents (fifty-five) per mile.

That the Town Highway Superintendent may purchase parts and equipment up to \$1500.00 without prior Town Board approval.

That all purchases shall be in compliance with the Town of Andover Procurement Policy as adopted by the Town Board on file in the Town Clerk's office.

That according to law, the Supervisor, Town Clerk or any two board members may call an emergency meeting and is authorized to do so.

The position of Deputy Supervisor is authorized and the Supervisor is authorized to fill the position.

That the Town Highway Employees Rate of pay will concur with the current Union Contract.

That the advance payment of certain claims is necessary to efficiently conduct the Towns fiscal responsibilities. The Supervisor is authorized to pay such bills upon receipt of billing.

That the Town Supervisor, acting as chief fiscal officer for the Town of Andover, may expediently and expeditiously place Town funds in interest bearing accounts, within the guideline of the State of New York Financial Management Policy.

That the Town of Andover continues its participation in the Allegany County Highway Mutual Aid Plan.

That the Highway Superintendent is authorized to receive a clothing allowance of \$410.00 (four hundred and ten dollars) and is eligible to collect that by submitting a voucher to the board for such an amount on or before December 1, 2020.

That the Town has the authorization for the Town Officials to attend Official Town and County meetings with mileage and expense paid.

That copier fees shall be at \$0.75 per regular copy and \$0.25 for Freedom of Information Law Request.

That the Community Center rental fee shall be \$40 per day plus a \$50.00 deposit fee which is refundable to the payee upon inspection of the Community Center by the Town Clerk after the event.

**AND:**

That the following appointments are made:

Historian – Kimberly Haswell

Registrar of Vital Statistics – Tasha Rossrucker

Deputy Registrar of Vital Statistics – Amanda Joyce- Phelps

Court Clerk – Wendy Seeley

Bookkeeper – Cindy Welch

Records Management Officer – Tasha Rossrucker

Voting Booth Custodian – Tasha Rossrucker

Janitor – Tasha Rossrucker

Receiver of Taxes – Tasha Rossrucker

Attorney for the Town – Michael Finn

Dog Control Officer – Lori Rumfelt, Alternative – Jim Rumfelt

Deputy Supervisor – Joe Kent

Town Assessor – Timothy Joe Dennheim (2019-2025)

Building Inspector – Charles Cagle

Code Enforcement – Charles Cagle

Delegate to NYS Association of Towns – Wayne Grant, Alternate: Joe Kent

Marriage Officer – Steve Walker (2018-2021)

Deputy Clerk- Amanda Joyce-Phelps

That the schedule of payments shall be as follows:

Councilman – Quarterly

Justice- Monthly

Justice Clerk – Monthly

Supervisor – Monthly

Assessor – Monthly

Dog Control Officer – Monthly

Bookkeeper – Monthly

Code Enforcement Officer – Monthly

Highway Superintendent, Highway Union Employees, Town Clerk – Bi-weekly  
Tax Collector – Annual Amount Budgeted on or about April 1<sup>st</sup>.  
Historian - quarterly

Supervisor Annual Appointments for 2020 shall be

Mr. Grant – Co-chairman: Highway Committee, Chairman: Bridge committee, Chairman:  
Fire and Building Code Committee, Co-Chairman: Fire and Emergency Committee,  
Chairman: Dog Control Committee, Chairman: Cemeteries Committee, Labor Management  
Safety Committee Representative - ALTERNATE

Mr. Kent: Deputy Supervisor, Chairman: Highway Committee, Co-Chairman: Equalization  
and Assessment Committee, Liaison Officer with Andover Village Board, Labor  
Management Safety Committee Representative

Ms. Simon – Chairman: Equalization and Assessment Committee, Co-chairman: Data  
Processing Committee, Chairman: Parks and Recreation Committee, Chairman: Planning  
and Economic Development Committee, Co-Chairman: Bridge Committee

Mr. Zengerle – Chairman: Fire and Emergency Committee, Chairman: Town Owned  
Property Committee, Chairman: Data-Processing Committee, Co-Chairman: Planning and  
Economic Development Committee, Co-Chairman: Dog Control Committee, Co-Chairman:  
Cemeteries Committee

WHEREAS: The Andover Town Board is required, by the State of New York and Local  
Employees Retirement System to establish a standard workday for elected and appointed  
officials, the following is a standard workday for determining days worked reportable for  
the New York State and Local Employees Retirement System:

ALL ELECTED OFFICIALS: Supervisor, Councilperson, Town Clerk, Tax Collector and Town  
Justice – five day work week, six hour day and Superintendent of Highways – five day work  
week, eight hour day.

ALL APPPOINTED OFFICIALS: Dog Control Officer, Assessor, Bookkeeper and Code  
Enforcement Officer – Five day work week, six hour day.

Wayne Grant seconded the motion to accept the Resolution 2020-1 Matt Zengerle.

After discussion of the proposal, the Town Supervisor instructed the Town Clerk to call the  
Roll of the Town Board, which was done with the following results:

**Vote:** Gus Weber, Supervisor absent  
Wayne Grant, Council Member aye  
Joe Kent, Council Member aye  
Matt Zengerle, Council Member aye  
Heather Simon, Council Member absent

Resolution Passed.

**Regular Meeting Minutes:** The regular meeting minutes from the December 2019 meeting  
were reviewed. Motion was made by Matt Zengerle and seconded by Wayne Grant to  
approve minutes with corrections made. **3 Members approving, 0 Disapproving, 2  
absent Carried**

## **Reports**

**Dog Control Officer:** no report submitted.

**Highway Report:** Highway Superintendent Jim Frungillo reports that he has 3 trucks down at the moment, but they are working on getting them fixed. Jason, Jimmy and Kevin's trucks. Other than that everything is good. **3 Members approving, 0 Disapproving, 2 absent Carried**

**Code Enforcement Report:** no report submitted.

**Town Clerk's Report.** The December 2019 Clerk's report was presented. The town collected \$383.50 total. \$382.50 local shares and \$1.00 to Ag and Markets and \$0.00 to NYS Dept. of Health. Motion was made to accept Clerk's report by Wayne Grant and seconded by Matt Zengerle. **3 Members approving, 0 Disapproving, 2 absent Carried**

**Town Justice Report:** no report submitted.

**Andover Police Department Report:** No report submitted.

### **Resolution 2020-2 – Town of Andover Police Coverage**

The following resolution offered by Matt Zengerle and Wayne Grant.

#### **Resolution 2020-2 : Approve IMA Police Contract with Village of Andover.**

1. This IMA shall be effective as of the 1<sup>st</sup> day of January 2020 and shall terminate or the 31<sup>st</sup> day of December, 2020.
2. In the event that the Town wishes to renew or re-negotiate this IMA, the Town recognizes that it is in the best interest of both parties if the Town notifies the Village of such intentions within a reasonable period of time prior to the expiration of this IMA.
3. This agreement may be terminated at any time by either party upon thirty days written notice to the other party.

Motion moved by Wayne Grant and seconded by Matt Zengerle.

Poll of Officers:

Supervisor Gus Weber, absent

Deputy Supervisor, Joseph Kent, aye

Wayne Grant, Councilman, aye

Heather Simon, Councilwoman absent

Matthew Zengerle, Councilman, aye

**3 Members approving, 0 Disapproving, 2 absent. Resolution Passed**

Resolution Passed.

### **Resolution 2020-3-Shared Services Agreement**

The following resolution offered by Wayne Grant and Matt Zengerle.

### **RESOLUTION APPROVING MUTUAL AID AGREEMENT BETWEEN THE MUNICIPALITIES OF ALLEGANY COUNTY, NEW YORK**

**Offered by:** Allegany County Town Highway Superintendents Association

Whereas, the Town Board of the Town of Andover hereby agrees to allow James Frungillo, Highway Superintendent to extend Mutual Aid assistance to another participating municipality within the County of Allegany when requested to do so by such municipality in time of abnormal snow or work conditions . This agreement is subject to the conditions listed in the written agreement.

**Vote:** Gus Weber, Supervisor absent  
Wayne Grant, Council Member aye  
Joe Kent, Council Member aye  
Matt Zengerle, Council Member aye  
Heather Simon, Council Member absent

Resolution passed.

### **AIM Payment**

The Town of Andover received a check for AIM payment of \$9,000.00 for 2019 & 2020

### **Bills:**

General A Vouchers	0-17	\$5,555.94
General B Vouchers	1-3	\$1,793.33

Highway DA Vouchers 1-10 \$40,470.48  
Highway DB Vouchers 1-4 \$14,413.73

Motion made by Wayne Grant and seconded by Matt Zengerle to pay the bills as submitted  
**3 Members approving, 0 Disapproving, 2 absent Carried**

Notice of Claim was received from Melissa Fuller regarding the Dog Control Officer handling of the situation located at 2225 State Route 417. Claim will be forwarded onto insurance company.

Motion made by Matt Zengerle and seconded by Wayne Grant to adjourn the meeting for the evening. Meeting adjourned at 6:30pm. **3 Members approving, 0 Disapproving, 2 absent Carried**

Respectfully submitted,

Tasha Rossrucker  
Clerk