

February 9, 2016

At 7:00 pm, Supervisor Gayle Ashbery called to order the regular monthly meeting of the Town Board of the Town of Carlton. Present were the following Board members: Councilman James Shoemaker, Councilman John Fitzak, Councilman Marcus Coville and Councilman Dana Woolston.

Also present were Dave Krull, Highway Supt. and Kathy Bogan, Town Attorney.

Following roll call and the Pledge of Allegiance, the final 2015 board meeting minutes of December 29, 2015 were approved, motion by Mr. Shoemaker second by Mr. Fitzak and carried.

The Organizational meeting minutes of January 5, 2016 were approved; motion by Mr. Coville seconded by Mr. Woolston and carried.

Mr. Shoemaker wanted the time of the monthly work shop clarified. Gayle Ashbery stated that they are the 4th Thursday of the month at 6:30 pm.

The regular monthly meeting minutes of January 12, 2016 were approved, motion by Mr. Woolston seconded by Mr. Coville and carried.

The special board meeting minutes of February 2, 2016 were approved, motion by Mr. Woolston seconded by Mr. Shoemaker and carried.

Gayle stated that there is no Supervisor report for December or January.

Mr. Krull said that there was an issue with the W2 forms the highway department employees received. Gayle advised to make sure to let the employees know and to get a hold of our accountant Baldwin Business Services.

The Town Clerk's report was approved, a motion by Mr. Shoemaker second by Mr. Coville and carried.

The Zoning / Code Officer's report was approved, a motion by Mr. Fitzak seconded by Mr. Coville and carried.

Judge Russell's report was approved, motion by Mr. Coville second by Mr. Shoemaker and carried

Judge Hurley's report was approved, motion by Mr. Coville second by Mr. Fitzak and carried.

Dave Krull gave an update on Highway and Water Departments activities. Dave said that there was a major leak that took three days to find. The water Department found that it was the result of a faulty Fire Hydrant on Pt. Breeze Rd.

In the month of December the Carlton Fire Company responded to 17 calls with a total of 272 man hours.

Fire Chief Andrew Niederhofer stated that he has been working with an I.S.O. consultant and that his portion of the work is complete and it has moved onto Mr. Krull. This company gathers information regarding the town's fire company, placement of fire hydrants, county dispatch. Then the information will get sold to home owners insurance companies.

Mr. Gene Massy stated that he has reviewed ever parcel in the town and is working to get the new assessment mailers out by the end of February.

General Fund Vouchers in the amount of \$21,301.07 were approved, motion by Mr. Shoemaker seconded by Mr. Coville and carried.

Highway Fund Vouchers in the amount of \$46,405.27 were approved, motion by Mr. Woolston seconded by Mr. Coville and carried.

Water Fund Vouchers in the amount of \$ 39,044.44 were approved, motion by Mr. Fitzak seconded by Mr. Woolston and carried.

A motion by Mr. Shoemaker to change our Accountant from Baldwin Business Services to EFPR was seconded by Mr. Woolston and carried.

A motion by Mr. Coville to change our payroll services to Complete Payroll was seconded by Mr. Shoemaker and carried.

Under Old Business

Gayle Ashbery stated that the Town Board had discussed the insurance opt-out at the monthly workshop meeting. Discussion followed. Kathy Bogan will be writing up a policy that will go into effect next year.

A motion by Mr. Coville to appoint Gayle Ashbery as the Towns Budget Officer was seconded by Mr. Shoemaker and carried.

Gayle Ashbery stated that we received a new letter from GAR's Attorney requesting more information proving out complaints. Discussion followed.

Under New Business

The 2015 Town Clerk Audit will be done by Mr. Coville and Mrs. Ashbery March 5, 2016 at 10am.

The 2015 Justice Audit will be done by Mr. Fitzak and Mrs. Ashbery, a date and time to be determined.

A motion by Mr. Shoemaker to appoint Hailey Olles as Zoning Board Clerk was seconded by Mr. Fitzak and carried.

A motion by Mr. Coville to appoint Colleen Elam as Planning Board Clerk was seconded by Mr. Woolston and carried.

Mr. Shoemaker proposed that we that we get a quote from our new accountant firm EFPR to have an independent audit done on the Town Clerk.


Gayle Ashbery read a letter from Kevin Miller, inviting the town to come take a tour of the water plant in the month of March.

Under Privilege of the Floor Adam Rush requested permission to take care of the town park. A motion by Mr. Coville to appoint Adam Rush as the Town Park Coordinator was seconded by Mr. Shoemaker and carried.

Dave Krull wants to welcome the new Town Board members and the new Town Clerk as they are all doing a great job.

Mrs. Ashbery stated that we will be closing on our 2.625 million dollar Ban on Thursday February 11, 2015 at 10am. Kathy Bogan stated that this water project was a big accomplishment for the Town, Town Board, Water and Highway Departments.

At 7:50 a motion by Mr. Fitzak to adjourn, was seconded by Mr. Coville and carried.


Karen Narburgh, Town Clerk