

**In attendance: Councilman John Studley & Aaron Finch, Supervisor Wayne McGuire,  
Town Clerk Jennifer McGuire**

**Absent: Councilman Dustin Hale**

### **Local Law 1-2026 Public Hearing**

- Public hearing held for Local Law 1-2026 concerning dog control and licensing.
- The law updates information and fees from a 2010 version and allows future fee amendments via board resolution.
- The public hearing portion was closed at 7:03 PM.

### **Open General Meeting at 7:04 pm**

#### **Acceptance of Minutes**

- Previous meeting minutes are now posted on the town website (conewangony.gov).
- Minutes are generally posted within two weeks of the meeting.
- Board members confirmed no corrections or concerns.
- Motion to accept minutes made by Councilman Studley, seconded by Councilman Finch, passed with all ayes.

#### **Correspondence**

- **Justice Book Audit Reminder:** A letter from the court reminds the board to audit justice books (Judge Johnson's, now Judge Brown's responsibility). The board will schedule an appointment for this.
- **Investment Firm Inquiry:** Epic, a new partner with the Association of Towns, contacted the town regarding investment opportunities and interest rates for town funds. They will be at the upcoming training school.

#### **Public Participation & Board Vacancies**

- Several members of the public attended, primarily expressing interest in open town board positions. Four candidates introduced themselves and their qualifications:
  - Brian Pitts
  - Marge Kurek
  - Dan Hubbard
  - Jim Zuccaro
- **Board Action:** The board will possibly have conversations with candidates and will make appointments at the next board meeting. A specific resignation is still pending a written submission.
- **Legal Note:** An elected official who moves out of town cannot be removed directly by the board; the issue must be referred to the county prosecuting attorney for investigation.

#### **Reports**

- **Highway Superintendent Report:**
  - Winter operations have been stressful but without major breakdowns.
  - Salt and sand material levels are holding, with a guaranteed quote for additional 450 tons.

- Concern over employee retention due to insurance costs (see "Old Business").
- **Assessor Report (Roxanne Alcoin):**
  - Split parcels dropped off to Cattaraugus County.
  - Assisting property owners with STAR letters.
  - Working on building permits and values for 2026.
- **Building Code Officer Report:**
  - Responded to a vehicle hitting a house on Route 62.
  - Issued two permits, receiving \$20 in funds.
  - Handled six phone calls and seven other inspections.
- **Dog Control Officer Report:**
  - Impounded and transferred a dog to Cattaraugus County SPCA.
  - Impounded and redeemed a large dog running at large on Route 241.
- **Town Clerk Report:**
  - Total revenue for January 2026: \$160 (Town's portion: \$137.20).
  - Revenue sources: two building permits, one dump ticket, one dog fine, one certified copy, four dog licenses.
- **Supervisor Report:**
  - Financials from Bagot, Laredo, and Bagot were not available for the meeting but will be distributed to board members when received.
  - A new, secure drop box has been installed for court and clerk documents.

## Old Business

- **Assessor Aide Role:** The town with the County are still working to create a suitable, non-competitive job title for Kelly McClain, who is also pursuing full assessor certification.
- **Town Historian:** The town has not appointed a historian. The state encourages towns to have one, but it is likely to be a voluntary position for Conewango. Board members plan to attend AOT training sessions on the role.
- **Highway Department Staffing Crisis & Insurance Benefits:**
  - Highway employees are heavily impacted by rising insurance costs, despite recent raises. There hasn't been an increase in employer contributions in 25 years and costs keep rising.
  - **Board Action (Immediate Fix):**
    - Approved increasing the town's monthly insurance contribution by \$75 (to approximately \$725), covering roughly 80% of the premium for employees on the plan. And approved increasing the insurance buyout option by \$25 per month.
    - **Motion made by Finch and seconded by Studley. Passed with all eyes.**
- **Investments:** The board discussed exploring investment options for town funds, noting interest in Epic (partnering with AOT) and Class), with a plan to gather more information at the AOT training.
- **Animal Shelter Agreement:** The lease agreement with the animal shelter was re-signed at the previous rate of \$600/year. Payment will be processed tonight.
- **AOT Training School:** Three board members will attend the Association of Towns (AOT) training school in NYC from February 14th to 17th. The training includes tracks for justice courts, court clerks, board members, attorneys, code enforcement, and highway.

## New Business

- **Local Law 1-2026 (Dog Control) Adoption:**
  - **Action:** Motion to adopt the law was made by McGuire and seconded by Studley.
  - **Vote:** Passed unanimously (Councilman Finch: Aye, Councilman Studley: Aye, Supervisor McGuire: Aye).
  - **Next Steps:** The law will take effect upon submission and acceptance by the NYS Department of State, expected within approximately a week.
  - **Dog Census Discussion:** The board discussed strategies for a dog count, including mailers and random checks, acknowledging the difficulty of achieving a full, accurate count and the need for coordination between the Dog Control Officer and Town Clerk for licensing. The law changes licenses to be yearly, due in January.
- **Resolution 6-2026 (Hazard Mitigation Plan):**
  - **Action:** Motion to adopt the resolution was made by McGuire and seconded by Finch.
  - **Purpose:** Formally adopts the Cattaraugus County Multi-Jurisdiction Hazardous Mitigation Plan (dated July 8, 2025).
  - **Benefit:** Allows the town to be covered under the county's plan, making it eligible for FEMA disaster aid and county assistance in case of a disaster.
  - **Vote:** Passed unanimously (Councilman Finch: Aye, Councilman Studley: Aye, Supervisor McGuire: Aye).

## Audit of Bills

<b>General Warrant #2 – 2026:</b>	<b>Vouchers 13 – 42</b>	<b>Totaling \$ \$116,490.87</b>
<b>Highway Warrant #2 – 2026:</b>	<b>Vouchers 6 – 14</b>	<b>Totaling \$ 7,497.78</b>
<b>Justice Warrant # 2 – 2926</b>	<b>Vouchers 1 – 3</b>	<b>Totaling \$ 288.00</b>

- **A motion to audit bills was made by Studley and seconded by McGuire. Vote: Passed unanimously. All ayes.**

## Adjournment

- The meeting was adjourned at 7:59 pm.

Respectfully Submitted,

Jennifer McGuire  
Town Clerk / Collector