

The regular meeting of the Villenova Town Board held Dec. 12, 2018 at 1094 Butcher Road, South Dayton NY was called to order by Supervisor Ardillo at 7:00PM after the Pledge to the Flag.

**Present:**        **Richard Ardillo**        - **Supervisor**  
                      **Keith Butcher**        - **Councilmember**  
                      **Nathan Palmer**        - **Councilmember**  
                      **Yvonne Park**            - **Councilmember**

**Absent:**         **Sarah LoManto**        - **Councilmember**

**Others Present:**

**Chuck Luce**            - **Highway Superintendent**  
**Donald Michalak**    - **Town Attorney**  
**Rich and Barb Wise** - **Resident – Historian**  
**Sue Palmer**            - **Resident**  
**Tina Graziano**        - **Resident**  
**Susan Baldwin**        - **Resident (7:05PM)**

**Recording Secretary:**

**Julie Goodway**        - **Town Clerk**

\*\*\*A **MOTION** was made by Yvonne Park, seconded by Keith Butcher WHEREAS, minutes of the Nov. 14 2018 meeting be accepted as presented by Town Clerk Goodway.

**Adopted:**        **Ardillo**            - **aye**  
                      **Butcher**            - **aye**  
                      **Palmer**            - **aye**  
                      **Park**                - **aye**  
                      **LoManto**           - **absent**

**Reports:**

**Town Clerk** – Received and disbursed \$117.00/presented a check in the amount of \$62.59 for the portion of town fees collected. The furnace needed repairs; it was down for two days; internet was out for two days, could have been weather related, power was out for six hours; all within one week. The Judge and clerk will be attending training at JCC on Saturday December 15<sup>th</sup>.

**Justice** – Received and disbursed \$88.00/a check was presented to the Supervisor Dec. 3, 2018.

**Assessor** – Issued a written report wherein he issued 9 STAR Enhanced, 17 IVP Forms.

**Supervisor** – Issued copies of the financial report as prepared by Bahgat & Laurito Bahgat. Paid bills approved at last month's meeting. Issued a stop payment for a check issued in October, the vendor has yet to receive payment. There will be a \$15.00 charge for the stop payment. The check will be reissued. He discussed with the board the need for a policy regarding town officials that attend class/dinners/luncheons/training directly related to their position, he further explained if an official holds the same office in another township; the expenses should be shared with that town. After a brief discussion,

\*\*\*A **MOTION** was made by Richard Ardillo, seconded by Yvonne Park WHEREAS, any town official acting on behalf of the town, in their official capacity that incurs an expense where a voucher is submitted for reimbursement of expenses not directly related to association dues, and where said official holds an office or position in another jurisdiction, those expenses will be split with that jurisdiction. This includes but is not limited to training seminars, classes, luncheons, dinners or meetings that are relevant to their position.

**Adopted:**        **Ardillo**            - **aye**  
                      **Butcher**            - **aye**  
                      **Palmer**            - **aye**  
                      **Park**                - **aye**  
                      **LoManto**           - **absent**

**Supervisor Ardillo** reported to the board, Yvonne Park and himself conducted an annual audit of the Justice Court Records and Docket on 12/12/18 at 6:00PM and there are no findings.

\*\*\*A **MOTION** was made by Keith Butcher, seconded by Nathan Palmer to accept all department head reports as given.

**Adopted:**        **Ardillo**            - **aye**  
                      **Butcher**            - **aye**  
                      **Palmer**            - **aye**  
                      **Park**                - **aye**  
                      **LoManto**           - **absent**

\*\*\*A MOTION was made by Yvonne Park, seconded by Keith Butcher WHEREAS General Vouchers #113 – 128 totaling \$5,828.29 with General Prepays #41-49 totaling \$29,413.49 and Highway Vouchers #132-151 totaling \$14,141.00 with Highway Prepay #10 totaling \$85.96 were submitted, reviewed and approved for payment. Noting that General Voucher #114, Roger Newell was adjusted to reflect the adopted town policy that this be split with his other township.

**Adopted:**     **Ardillo**        - aye  
                   **Butcher**       - aye  
                   **Palmer**        - aye  
                   **Park**           - aye  
                   **LoManto**     - absent

\*\*\*A MOTION was made by Yvonne Park, seconded by Nathan Palmer to modify the 2018 Budget, General Fund by decreasing A1990.4 Contingent Account by \$500.00 and increasing A1355.4 Assessor Contractual by \$500.00. By order of the same motion – the 2018 Budget increase Line DA1120 Highway Sales Tax Distribution \$20,000.00 and increase expenditure lines DA5110.4 Highway General Repairs Contractual by \$15,000.00 and DA5110.45 Highway General Repairs Gravel by \$5,000.00 (this reflects the actual 2018 sales tax received).

**Adopted:**     **Ardillo**        - aye  
                   **Butcher**       - aye  
                   **Palmer**        - aye  
                   **Park**           - aye  
                   **LoManto**     - absent

\*\*\*A MOTION was made by Yvonne Park, seconded by Nathan Palmer to schedule the annual year end – re-organizational meeting on December 28, 2018 at 7:00PM. The Town Clerk was directed to publish such notice in the official newspaper, post on the town bulletin board and notify the web page manager to post notice on the town site.

**Adopted:**     **Ardillo**        - aye  
                   **Butcher**       - aye  
                   **Palmer**        - aye  
                   **Park**           - aye  
                   **LoManto**     - absent

Privilege of the floor was given:

Barb Wise states the pledge to the flag is recited as if there is punctuation where it doesn't belong.

Tina Graziano asked how people would be notified of the year end meeting. It was explained it will be on the web site and in the paper. She asked if the web site could be updated to include when the regular meeting are held. The clerk explained, that information is currently on the site, directing her to look on the center of the home page under Villenova Board, meeting days and time are there as well as current board members. She responded with she hadn't noticed it but would have another look.

\*\*\*A MOTION was made by Yvonne Park, seconded by Nathan Palmer to adjourn meeting at 7:15PM.

**Adopted:**     **Ardillo**        - aye  
                   **Butcher**       - aye  
                   **Palmer**        - aye  
                   **Park**           - aye  
                   **LoManto**     - absent

**Respectfully Submitted:**  
**Julie Goodway**  
**Villenova Town Clerk**