

**TOWN OF HOWARD  
TOWN BOARD MEETING  
JANUARY 8, 2025**

The regular meeting of the Howard Board was called to order by Supervisor Donald Evia at 7:00pm.

**Present:** Town Supervisor Donald Evia, Councilman Ed Frey, Councilman Ed OBrochta, Councilman Ron Dyer, Councilman Gary Rice and Highway Superintendent Lee Pyer.

**Also Present:** Richard Stewart

The Pledge to the flag was led by Town Supervisor Don Evia.

The Town Appointments were read by Town Clerk Fran Sharp.

**A Motion** was made by Councilman Rice and seconded by Councilman Frey to do a blanket approval of these appointments.

**Carried:** Councilman Frey, Aye; Councilman OBrochta, Aye; Councilman Dyer, Aye; Councilman Rice, Aye and Supervisor Evia, Aye.

**Previous Minutes:** The minutes of the previous meeting were reviewed by the Board.

**A Motion** was made by Councilman Frey and seconded by Councilman OBrochta to accept the December minutes.

**Carried:** Councilman Frey, Aye; Councilman OBrochta, Aye; Councilman Dyer, Aye; Councilman Rice, Aye and Supervisor Evia, Aye.

**Public Comment:** Richard Stewart asked Supervisor Evia if he had given it any thought regarding his suggestion about preempting taxes last month and Supervisor Evia commented that he had.

**Department Reports:**

- A. Monthly Highway Report-** Highway Superintendent Lee Pyer reports that the department has been plowing and sanding roads, working on the plows, wings and the trucks. They have also been cutting brush alongside the roads. He informed the Board that he needed tires for his town truck. Because of the winter conditions, the Board approves him getting new tires for the truck. Lee mentions the 284-road agreement because he does not know what the CHIPS is going to be. He predicts the CHIPS will be approximately \$525,165.00 and he has 13 roads that are lined up for oil and stone and 2 miles of blacktop. He also ordered stone from Alfred Enterprise. He also informed the Board that the tractor that he put on Auction International final bid was only \$14,500.00 and he counter offered the final bidder \$20,000.00 and it was accepted.

- B. Monthly Planning Board Report-** Special December 30th meeting to approve 3 Sub-Divisions. Supervisor Evia comments that due to some of the requests from the Planning Board Chairman regarding these sub-divisions and asking Fran Sharp Town Clerk for these things. He makes the claim that Fran is not the Clerk for the Planning Board, and that William Thew the Chairman should be accountable for the things that he needs for the sub-divisions. Councilman Dyer commented that when he was the Bath Building/Code Officer, he would attend the meetings for any questions the Planning Board may have. The Board would review and approved and put a stamp on them. He also explained that anyone applying for a sub-division would apply through the Planning Board and not the Code Officer. The Board discusses the steps for a Sub-division application. Councilman Rice suggests the Planning Board should be more reactive and not put it off till a scheduled meeting which effects possible sales of properties. Councilman Frey believes the first contact should be with the Code Officer. The Board feels that it should start with the Building/Code Officer and then with the Planning Board. Supervisor Evia states that he will have a conversation with the Planning Board Chairman William Thew.
- C. Monthly Fire Department Report-** No December meeting, Next meeting is on January 14, 2025.
- D. Monthly Assessor's Report-** No report
- E. Monthly Building Inspector's Report-** No report
- F. Monthly Town Justice Report-** Written report consisting of cases and fines for the month of December. There was no check from the Justice Department for December 2024.
- G. Monthly Animal Control Report-** Written report for the month of December reporting a dog was picked up on the Turnpike Rd. in the Town of Howard.
- H. Monthly Library Report-** Written report consisting of a letter to the Town Board Members, Expense Sheet, Miscellaneous attendance sheet and January and February Program calendars. In their letter they wish the Town Board a Happy New Year. They also say they look forward to continuing to provide the community with all their resources.
- I. Monthly Town Clerk's Report-** Written report for December 2024 consisting of revenue brought in from 6 Certified copies (\$60.00), 3 Building permits (\$140.00) and 3 Dog Licenses (\$30.00).

**Disbursements:** Paid out to Town Supervisor (\$230.00 + (\$5.50 old uncashed checks) and to NYS Animal Population Control Program (\$5.00) totally \$240.50.

The clerk also gave an update on why the Town and County Property taxes were late getting out. She also passed out information pertaining to a free petition training class from the Board of Elections which will take place on February 1, 2025, at the Steuben County Annex Building. She also put copies of this on the visitor's table. Town Clerk, Fran Sharp, addressed the Board regarding getting Caller ID included in the phone plan, at present the phone service does not have this capability. Her reason for wanting this service is to be able to call back the individual if the call gets disconnected. Richard Stewart asked if she was aware of the \*69 and Fran responded that she had forgotten all about that service and thanked him for that information. Councilman Rice asked what the cost of adding this on and Fran did not know the cost. The Board approves getting this service included in the town's phone service.

- J. Monthly Supervisor's Report-** Supervisor Evia announced that Atty. Aaron Mullen will be attending the meeting at approx. 7:45pm and will be going over some things with the Board and will be asking to go into Executive session. He states he has received the check for the town fees from the Clerk and they have not received the insurance check for the backhoe yet.

**Old Business:** Councilman Dyer informs the Board that he got one more piece of the Salt Barn Grant done.

Councilman Frey gives update on Library repairs, he comments that he had spoken with Elise, Bullfrog Construction and reminder her about the suffix that still needs to be repaired. Elise claimed they were finished with the library project. Councilman Frey took a picture of the suffix and sent it to her. Elise responded that she was going to check her notes. Councilman Frey has not heard back from Bullfrog Construction as of the time of this meeting. The hole where the birds had been getting in had been repaired. Councilman Rice asked about the work to be done in the kitchen part, and it was explained that that part of the job had not been discussed with Bullfrog.

Councilman OBrochta gives an update on the park. He said he had spoken with Lynelle Farber, Grant Writer for Hunt Engineering, she said she was going to design the park. Councilman OBrochta explained to her that for phase 1 part of the project will be the pavilion, stand alone bathroom over top of a holding tank, water well, upgrades with the electric in the pavilion and a shed for the water pump. Councilman OBrochta estimated this costing around \$50,000 to \$60,000. He goes on to say the town will have to front the money and with the grant the town will get reimbursed 30 to 50% if approved for the grant. He also spoke with the Health Department regarding the well for the park, he said they do not regulate water usage unless it is being used by 25 or more people a day for 60 days. He continued to phase 2 of the project with Ms. Farber, which will be the basketball/pickleball court and then phase 3 which will tie it all in with the walking track going around it. The Town should hear something in June if approved for a grant.

**New Business:** Atty. Aaron Mullen presented the Board with a Community Improvement Agreement which states that the Prattsburgh Wind LLC agrees to contribute \$10,000.00 towards an outdoor improvement project in the town park.

The Board Members agree with the terms of the agreement.

**A Motion** was made by Councilman Frey and seconded by Councilman Dyer to accept and sign the Community Improvement Agreement.

**Carried:** Councilman Frey, Aye; Councilman OBrochta, Aye; Councilman Dyer, Aye; Councilman Rice, Aye and Supervisor Evia, Aye.

**Regular Business:** The regular bills were presented to the Board for Audit.

Highway Fund	(Abstract #496 – 511)	\$69,398.54
General Fund	(Abstract #514 – 527)	\$1,843.44

**A Motion** was made by Councilman OBrochta and seconded by Councilman Dyer to approve and pay these bills.

**Carried:** Councilman Frey, Aye; Councilman OBrochta, Aye; Councilman Dyer, Aye; Councilman Rice, Aye and Supervisor Evia, Aye.

**Executive Session:**

Atty. Mullen asked for an executive session regarding personal reasons.

**A Motion** was made by Councilman Rice and seconded by Councilman OBrochta to go into executive session at 7:57pm.

**Carried:** Councilman Frey, Aye; Councilman OBrochta, Aye; Councilman Dyer, Aye; Councilman Rice, Aye and Supervisor Evia, Aye.

**A Motion** was made by Councilman Frey and seconded by Councilman OBrochta to come out of executive session at 8:17pm.

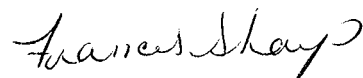
**Carried:** Councilman Frey, Aye; Councilman OBrochta, Aye; Councilman Dyer, Aye; Councilman Rice, Aye and Supervisor Evia, Aye.

**Town Board Discussion:** None

**Adjournment:**

**A Motion** was made by Councilman Rice and seconded by Councilman Frey to adjourn the meeting at 8:18pm.

**Carried:** Councilman Frey, Aye; Councilman OBrochta, Aye; Councilman Dyer, Aye; Councilman Rice, Aye and Supervisor Evia, Aye.



Frances Sharp  
Howard Town Clerk