

Minutes
Richford Town Board Meeting April 8, 2014

The Town of Richford Board Meeting was called to order at 7:28 p.m. by Supervisor Wilcox. Board members present Councilwoman Herrick, Councilwoman Holcomb, Councilman Ken Miller, Highway Superintend Holt, and seven townspeople were also in attendance.

The minutes of the March 11, 2014 Town Board meetings were presented for review. Councilwoman Herrick, seconded by Councilman Miller, made the motion to accept the March 11, 2014 board minutes as presented. All approved. Minutes accepted as written.

The Supervisor's report and for March 2014 was presented and the specifics were explained to the board members. Equipment reserve and Garbage Truck reserves are separate accounts and officially we cannot touch those except for specified purposes; if we borrow from it we have to pay it back. There was one omission; the general fund total should be 1708.26. The current interest rate on our savings account is 3/10th of one percent.

The March 2014 Town Clerk report was presented.

Highway Superintendent report for March 2014 given by Mike Holt. Working hard to find gravel and stone for town. Since the Joe Harrington pit was never fully used up, will reopen as never legally closed. Mike is working with Joe to reopen pit and change the driveway. If it can be reopened there is literally three-four years' worth of gravel for us to use. Lockheed Gravel, Center Lisle Pit, is \$5/ton for crushed and loaded. Next best price found was \$8/ton. Mike will be at pit on the 21st to purchase 200 loads that will go us through the summer. Mike has been in touch with the DEC and they say no problem since it has been permitted before.

Highway personnel are working on trucks for inspection; the 1989 Brine truck will not pass next March, the frame is bad.

Supcoat/resealing plan in place but will depend on remaining highway department funds if town streets can be done.

Concern brought up about highway department employees taking non-employees on ride along and employees smoking in highway building which is against state laws.

No Town of Richford Justice Court for Report for March 2014.

Dog Control officer report for March 14 reported on Victory Hill poor dog house and complaint was directed to cruelty officer at Stray Haven. March 15 visited town court with 40 tickets submitted voucher for census expenses. March 17 visit town hall to meet with Judge to access papers from census.

Code Enforcement Officer report for March 2014; four building permit inquires, two certificates of occupancy issues, construction costs \$93,600; fees collected \$690. Total of 5 inspections and 7 training class credits.

Charlie Davis gave a Planning Board report for March 2014. Final draft of comprehensive plan. Survey nearly ready but may need to cut 1 newsletter to cover the cost of mailing. It will be 4-6 weeks with the survey out and then we go to public hearing stage. Councilwoman Herrick comments that it's a shame to lose a newsletter and can it be mailed with survey? Size affects postage cost and summer newsletter is least read so most likely to be skipped. Councilwoman Holcomb requests that something be put in the newsletter about the garbage truck.

Charlie spoke with Elaine Jardin regarding formation of planning board. Berkshire attorney told Berkshire Town Board that a creation law is a good idea. Richford has no record of such law and Elaine feels there are advantages to having one. 1981 the Town Board voted to create a Planning Board but no

law was created. Supervisor Wilcox will contact the Association of Town for clarity on difference between a law and an ordinance and whether we need a law or not.

Charlie Davis brings up the issue of disposing of fluorescent bulbs and if we can pay Taylors to dispose of the. He will check the Tioga County site on disposal procedures and fees.

Councilwoman Holcomb asks if the assessment on the towers has been adjusted since fibers added. Seems it should affect their taxes. Supervisor Wilcox will check with the code enforcement officer to be sure the assessor is still getting the code enforcement reports so she's aware of the upgrades.

The General Abstract includes vouchers A62 through A82 amounting to \$5383.03. The Highway Abstract includes vouchers DA53 through DA67 amounting to \$10,107.03. Councilman Miller, seconded by Councilwoman Herrick, made the motion to approve the abstracts as submitted. All approved. Vouchers on abstracts number 4 will be paid.

Old Business

Councilman Miller brings up transportation or Medicare patients. Councilwoman Herrick attempted to contact that group who wrote the letter to get clarification on what they wanted from the town but you can't email the group unless you're a member; it's a closed group. Councilwoman Holcomb spoke to Medicare and they are only paying lowest fee; whether bus or taxi, cheapest route is being reimbursed. Letter sent to Councilwoman Holcomb from Medicare was read to the board and attending townspeople.

Garbage truck reconciliation reports to be done. Garbage truck attendant and town clerk sign off on monies collected weekly. Town clerk to complete form with weights from attendant and tipping weights.

Highway department employee contract was reviewed. The town board made the requested changes and this was found satisfactory by the highway department employees. Changes made were: vacation time to hours instead of days which results in 78 hours vacation per year; sick leave given to employees after 3 months and employees receive 13 sick days per year and can accrue up to 165 days. Councilwoman Herrick has issue with sick time allowance. Councilman Miller, seconded by Councilwoman Holcomb, made a motion to accept the highway department contract as revised. All approved.

New Business

Garbage truck attendant search. Letter received from Doug Wandell to apply for the position. Motion made by Councilwoman Herrick, seconded by Councilman Miller, to appoint Doug Wandell as Town of Richford Garbage Truck Attendant. All Approved. Motion passed. Supervisor Wilcox will meet with Mr. Wandell to fill out appropriate paperwork for the county.

Councilwoman Holcomb brings up the issue of a fill in for the garbage attendant in case the attendant is sick or on vacation. She asks the board to approve a stand in and advertise in the town newsletter for anyone interested.

Rawley Park needs wood carpet for playground. Councilwoman Herrick, seconded by Councilwoman Holcomb, made the motion to authorize the Supervisor to order a load of wood carpet for the playground surface. All Approved; motion passed. Supervisor Wilcox will order the materials.

Planning Board member Stell asks what the code is for playground materials. Supervisor Wilcox stated that the insurance company inspects the playground for coverage period.

The dog census is going smoothly as reported by Ron Raab. He is issuing 55-60 appearance tickets 10 days before each court date. Judge Anderson has everything very organized. Supervisor Wilcox thanks Mr. Raab for a job well done.

Planning board presented board member with guidelines for public conduct at meetings. Councilwoman Herrick and Councilwoman Holcomb worked on both and will discuss with board via email and bring back to the table.

Association of Towns magazine featured Computel Consultants. Supervisor Wilcox contacted them about possibility of saving money on utilities. Supervisor Wilcox spoke with the Caroline town supervisor who stated that Computel potentially saved them \$4500 in Time Warner charges. Computel charges 40% of whatever they save the town. They look at electricity, telephone, internet and cable TV Franchise contracts. The fee is the one time 40% of the savings they find, IF they find savings. Discussion will be tabled until next meeting when a motion will be requested to authorize Supervisor Wilcox to sign the agreement with Computel. Councilman Miller would like to talk with Caroline town supervisor, he feels 40% is too high. Will discuss at next meeting.

Kevin McMahon advised Supervisor Wilcox and the board to review building permit fees as they have not been raised since 2006. Councilman Miller questions whether our current fees cover Mr. McMahon's fees. Board members compare Town of Richford fees with fees of surrounding towns. Councilman Miller, seconded by Councilwoman Holcomb, made a motion that effective June 1, 2014 The Town of Richford Building Fees Schedule change as follows in section c the fee for up to 1000 square feet of floor space is increased from \$100 to \$300 and for each additional 500 square feet fee is increased from \$50 to \$75 and in section E "manufactured" home is changed to "mobile" home. All Approved; motion passed.

Councilwoman Holcomb points out that two budget lines are already overspent. Do we budget by line or by bottom line? Supervisor Wilcox stated that at year-end the budget will be reconciled by line via transfers. The property tax cap was brought up and Councilwoman Holcomb stated that while in Albany she mentioned how restrictive a 2% cap would be.

Councilwoman Herrick inquired about the garbage truck policy and if it is working. The town clerk and garbage attendant feel that the weekly check in is working well.

Rawley Park Grant Committee has met and is working on a master plan.

Councilwoman Herrick, seconded by Councilman Miller, made a motion to adjourn the meeting at 9:25 pm. All approved.

Tina Thurston, Deputy Town Clerk