

Minutes  
Town of Richford Board Meeting April 14, 2015

The regular Town of Richford Board Meeting was called to order at 7:26 p.m. by Supervisor Wilcox. Councilwoman Holcomb, Councilman Miller, Councilwoman Herrick, Supervisor Wilcox, Mike Hunt, Highway Superintendent and 14 townspeople were present; Councilman Brown was absent.

We began the meeting with the pledge of allegiance led by Councilman Miller.

**Northern Tioga Emergency Medical Services** – Clifford Alexander, Chairman of Board of Directors of the Northern Tioga Emergency Medical Services was present to discuss the EMS agreement that is up for renewal.

Mr. Alexander discussed the following with the Board:

1. Mutual Aid agreement with an ALS assist
2. Quarterly reports will try to be generated and the final 2014 numbers will be provided
3. Quarterly report does not have the calls. A report that summarizes the non-calls will try to be generated.
4. Mr. Alexander explains the report and run responses. He indicated that in February and March there was no paid staff on deck so there were many non-response to calls.
5. The one paid staff was on Administrative Leave so they were relying on volunteers.
6. NV and Richford contract pays for one full time medic (\$51,793).
7. A part-time person was hired to assist with paperwork.
8. Scott Gurney (New Squad Chief) is a volunteer working for the ambulance service. They are looking for five experienced part-time medics and are hoping to fill the positions by the end of this week. These will be paid part-time positions.
9. Richford contract is for \$13,000 for FY 15 which is no increase from FY 2014.
10. On Page 2 of the contract a correction was asked to be made. Change annual to quarterly report.
11. No active EMT's in Richford.
12. Currently seven volunteers, four in district and three volunteers travel in from other locations and stay at the station for their shift.
13. First to insurance and then if not Medicaid or medicare, the balance is billed to the individual
14. Councilman Miller would like to see how savings are spent or what the funds are earmarked for.

The Board discussed the contract and the following comments were made:

1. Cindy wants assurance that they will hire those 4-5 paid part-time positions and keep them filled.
2. Councilwoman Holcomb would like to put in the contract about paid staff and a 65% response rate.
3. Councilwoman Herrick would like the EMS Board to consider full time staff.

**Highway Contract:**

- Teamsters Representative, Bob Firestone requested a time to meet with the Board and the Highway Employees. Unfortunately he had to leave the meeting before this topic could be discussed.
- Supervisor Wilcox handed out a new contract from Mr. Firestone, Teamsters Union.
- Councilman Miller would like the townspeople to hear the Highway Employees argument.
- Councilwoman Holcomb is to review Mr. Firestone's contract and the contract the board approved and outline the differences in an email to the board. Supervisor Wilcox will then set up a meeting with the board, Mr. Firestone, and the highway department employees.

The minutes of the March 10, 2015 regular town board meeting were presented. The following correction was asked to be made by the board:

- Page 1 eighth paragraph: Correct spelling of Jardine.

Councilman Miller, seconded by, Councilwoman Holcomb, made the motion to accept the March 10, 2015 regular town board meeting as amended. With 3 ayes minutes are approved as amended

The Town Clerk's, Town Supervisor's, Dog Control, Building and Code Enforcement, and Court reports for March 2015 were presented.

**The Highway Superintendent report** was presented. Mike Hunt mentioned the following:

- Salt brine permit was applied for
- CHIPS money has come in
- Looking to purchase a smaller bucket
- Rental of the brush hog for April and May would be \$1800 This equipment would be needed each year. If one was purchased to attach to the excavator it would be around \$15,000 and be cheaper to purchase in the long run.

**Town Planning Board report was presented.**

- Elaine Jardine is assisting in writing up the Comprehensive Plan. A draft of the Comprehensive Plan is expected by June.
- Subdivision Request – Richford does not have an active Board of Appeals.
- Steve Kotula, Board of Assessment Review the book in on website.
- Town Officials must have town email addresses – no personal emails.
- Charlie Davis will talk with Board requirements for town website.

**Abstract of Vouchers:**

Councilwoman Holcomb, seconded by Councilman Miller, made a motion to approve the purchase of a laptop for the Highway Department to be paid from DA 5010.40 with a transfer of \$100 from DA1220.4 to DA50101.4. With 3 ayes the motion is approved.

Councilman Miller, seconded by Councilwoman Holcomb, made a motion to pay the vouchers on Abstract #3 and that the vouchers on the Abstract are the same ones signed by the Board. With 3 ayes vouchers will be paid.

**OLD BUSINESS:**

**Code of Ethics** for the Town elected members and employees was discussed and tabled until the May Meeting. The following items were mentioned at this meeting:

- Councilman Miller proposed that the town officials sign the Code of Ethics documents after being elected or appointed.
- Councilwoman Holcomb minimized the Code of Ethics to 3 pages
- Councilwoman Holcomb will send to Charlie Davis for his review.

**Code of Public Conduct** resolution was approved May 13. The resolution needs to be posted and have copies at town hall. Councilwoman Holcomb will send final to Charlie Davis and he will post on website.

**Planning Board and Newsletter** – Did the board look to the United Way for funding?

**Phone Service** – A new product from the Frontier is \$149/month with free long distance and monthly discount.

**Utilities** – Councilman Miller asked if the Board heard back from the company looking over the utilities and Supervisor Wilcox is working with the company reviewing our utilities and is still waiting on their final review.

**Internet Service for Area** – Councilwoman Holcomb is wondering if townspeople are seeing faster internet service. Frontier has said they made upgrades in the area. Councilwoman Holcomb will review with Frontier to see if there is anything new.

**NEW BUSINESS:**

**Haefelle TV** – The fees for digital cable with up to 60.95/month effective 4/1/2015. The Town may lose revenue when residents drop Haefelle due to price increases.

**Records Retention Resolution:**

The Records Retention Resolution was read to the Board by Supervisor Wilcox. This Resolution gives the Town Clerk the authority to dispose of records as mandated by the Government Records Service.

Councilman Miller, seconded by Councilwoman Holcomb, made a motion to accept the resolution below for 2014-2015. With 3 ayes resolution is passed:

Resolved, by the Town Board of Richford that *Records Retention and Disposition Schedule MU-1*, issued pursuant to Article 57-A of the Arts & Cultural Affairs Law, and containing legal minimum retention periods for local government records is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

Further Resolved, that in accordance with Article 57A:

- a) Only those records will be disposed of that are described in *Records Retention and Disposition Schedule MU-1* after they have met the minimum retention periods described therein;
- b) Only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

**Highway Contract:**

Councilwoman Holcomb will review the new contract proposed by the Teamsters Union. It was proposed that the Town Board meet with the Union Representative and the highway employees in executive session. Councilman Miller does not want to hold a meeting. Supervisor Wilcox will set up a meeting for executive session and Councilman Miller will not attend.

**Ambulance Service Agreement:**

Councilman Miller, seconded by Councilwoman Holcomb, made a motion to approve annual service agreement with Northern Tioga Emergency Medical Services for 2015, as amended in section 3C to read quarterly, not annual reports; and to also submit a letter requiring improved service and higher additional paid part-time employees, and to authorize Supervisor to sign the agreement. With 3 ayes agreement will be signed as amended.

**PRIVILEGE OF THE FLOOR:**

**Richford Post Office** – Rolf Wittich suggested that the Town and its citizens need to apply political pressure to get action. He asked the Board if the Town Newsletter could suggest starting a letter writing campaign. Supervisor Wilcox will contact the Post Office again.

**Randy Armitage Truck** – Residents who live near Randy Armitage have complaint that he leaves his truck idling for long periods of time. Randy stated he has an agreement with Town Board to leave his truck idling. Supervisor Wilcox stated there is no such agreement and the board has no legal right to enter into such an agreement. The residents will contact the appropriate authorities.

**Snow Removal** – Bill Stell commends the Highway Department on their great job of snow removal and opening up the ditches for drainage.

**Tire Collection Day** – Motion made by Councilman Miller, seconded by Councilwoman Holcomb, for Tire Collection day to be held on May 9, 2015 from 8am-2pm with the same fee schedule as last year, if residents need to schedule another time to drop off, they should contact the Highway Superintendent to make such arrangements. With 3 ayes motion is passed.

**Rotary Cutter Purchase** – Motion made by Councilman Miller, seconded by Councilwoman Holcomb, for Superintendent Hunt to purchase a rotary cutter to attach to excavator and to pay for it out of DA5130.2. With 3 ayes motion is passed and purchase is authorized.

**Garbage Attendant** – Clarification, Doug Wandell is planning on wintering in Florida and would like the Town to hire a winter attendant.

**Electronic Device** – Ed Everson indicated that Broome County has an electronic device disposal day. Charlie Davis mentioned this as a potential Eagle Scout project and Councilwoman Holcomb volunteered to take things to landfill.

Councilwoman Holcomb, seconded by Councilman Miller, made a motion to adjourn. Motion approved.

The meeting was adjourned at 10:08p.m.

Velvet Lyke  
Town Clerk