

Minutes  
Town of Richford Board Meeting January 13, 2015

The regular Town of Richford Board Meeting was called to order at 6:33 p.m. by Supervisor Wilcox. Councilman Ken Miller, seconded by Councilwoman Holcomb, made a motion to adjourn to executive session with the Richford Highway Employees to discuss the highway contract.

Councilwoman Holcomb, Councilman Miller, Councilman Brown and Supervisor Wilcox were present; Councilwoman Herrick and Superintendent Holt were absent.

The regular session of the Richford Board Meeting was called to order at 7:53 pm with 14 townspeople were also in attendance. In addition, three Newark Valley High School students were in attendance: Thor Harrington, Elizabeth Poirer and Paige Steinhilber.

The minutes of the December 9, 2014 regular town board meeting and the December 29, 2014 special town board meeting were presented. It was asked on the first page, last paragraph of the December 9th meeting minutes to change the word poor to pour. Councilman Brown, seconded by, Councilwomen Holcomb, made the motion to accept the December 9, 2014 regular town board meeting and the December 29, 2014 special town board meeting minutes as amended. With 4 ayes minutes are approved as amended.

The Town Clerk's and Supervisor's reports for December 2014 were presented. Supervisor Wilcox noted that the Highway Account 3501 received the CHIPS state aid in the amount of \$13,576.29.

No Highway Superintendent report.

The Dog Control Officer report for December 2014; resident notified that dog of owner David Coish of 1673 Rt #79 is getting into the garbage. Two tickets were written to Mr. Coish on December 5, 2014. On December 16, 2014 received a call from the resident of 515 Payne Marsh Rd that her cat was missing and she insists it was eaten by the neighborhood dog. Not enough evidence to support claim.

A Justice Court report for December 2014 was presented and the check amount from the Justice Court for December 2014 was \$3,180.00.

The Code Enforcement report for November 2014 was presented. 2 Zoning/Complaint/Violation Notice was given during the month of November 2014. Code Enforcer did the following Inspections for November 2014: 5 site visits/inspections, 3 foundations/footers/post holes, 3 framing/structural inspections, 1 plumbing, and 1 final inspection by the Code Enforcement Officer.

The Code Enforcement report for December 2014 was presented. 1 Building Permit, 1 Building Permit Renewal, 3 Building Permit Renewal Notices, 1 Building Permit Inquiry, 7 Certificates of Occupancy, 3 Certificates of Compliance and 1 Zoning/Complaint/Violation Notice was given during the month of December 2014.

Code Enforcer did the following Inspections for December 2014: 9 site visits/inspections and 5 final inspections by the Code Enforcement Officer. In addition, the Code Enforcement officer took training for 6 hours.

Town Planning Board report was presented by Charlie Davis. The board is working on the comprehensive plan with a target of May 2015 for completion, they are keeping on track. Meetings of the Comprehensive Planning Board are held at the Hubbard Center on the 2<sup>nd</sup> and 4<sup>th</sup> Monday nights the public is encouraged to attend. Mr. Davis asked the board to conclude their review of the Ethics and Conduct Codes presented to them earlier in 2014. Mr. Davis has looked into some of the DEC recycling in the area. As of January 1, 2015 the DEC is prohibiting the disposal of electronic equipment in regular garbage, it must be taken to a recycling center for disposal. The Candor Highway Dept is a disposal site and they take electronics from all individuals. The board will address this issue at a future meeting.

Councilwoman Holcomb, seconded by Councilman Brown, made a motion to pay the vouchers on Abstract #1 and that the vouchers on the Abstract are the same ones signed by the Board. The General Abstract includes vouchers A001 through A013, amounting to \$25,373.84. The Highway Abstract includes vouchers DA001 through DA020, amounting to \$62,244.57. With 4 ayes vouchers will be paid.

Designations for FY 2015:

Mileage: \$.48/mile

Depository: NBT Bank, Newark Valley Branch

Official Newspaper: Tioga County Courier

Town Board Meeting: Second Tuesday of Each Month at 7pm

Councilman Miller, seconded by Councilman Brown, made a motion to accept the designations as stated. With 4 ayes the Designations Passed.

Appointments for FY 2015:

Legal Services: True, Walsh & Sokoni, LLP – this appointment was set aside until further discussion can take place.

Chairman of Planning Board – Charles Davis

Town Historian – William Sherwood

Deputy Town Clerk – Tina Thurston

Deputy Supervisor – Richard Harrington

Deputy Highway Superintendent – David Perry

Councilwomen Holcomb, seconded by Councilman Brown, made a motion to accept the appointments, excluding the Legal Services. With 4 ayes the Appointments passed.

Annual Salaries:

Town Board \$1,080 ea. Total \$4,320

Justice \$5,676

Bookkeeper \$2,000

Supervisor \$4,020  
Assessor \$5,300  
Town Clerk \$4,260  
Registrar of Vital Statistics \$360  
Town Hall Attendant \$1,860  
Dog Control Officer \$2,500

All of the above to be paid monthly.

Councilwomen Holcomb, seconded by Councilman Brown, made a motion to accept the annual salaries to be fixed as stated above. With 4 ayes the appointments passed.

Highway Superintendent Salary \$43,800  
Highway Department Employees (H.E.O.'s) \$18.15/hr  
To be paid bi-weekly.

Councilman Brown, seconded by Councilwomen Holcomb, made a motion to accept the annual salaries to be fixed as stated above. With 4 ayes the appointments passed.

Court Clerk \$10.83/hr  
Garbage Truck Attendant \$9.00/hr  
Historian \$250/yr  
Maintenance Person \$9.00/hr  
Board of Assessment Review \$50/ea  
Chairman, Board of Assessment Review \$100

Councilman Miller, seconded by Councilwomen Holcomb, made a motion to accept the annual salaries to be fixed as stated above. With 4 ayes the appointments passed

#### OLD BUSINESS:

Highway employee's contract: The Town Board met with the employees in Executive session on January 13, 2014. The employees asked to bring union representation to the next meeting.

Councilwomen Holcomb, seconded by Councilman Brown, made the motion for the Town Board to voluntarily recognize the Teamster Union as a representation for the Highway employees.

With a vote of 3 ayes and 1 naye, the motion passed.

Councilwomen Holcomb, seconded by Councilman Brown, made a motion to hold a Special Town Board Meeting on Tuesday, January 27, 2015 at 6:30pm to discuss the Highway employee's contract, meet with candidates for the Highway Superintendent Job opening and other necessary matters. With 4 ayes the motion was passed.

Estimates and Quotes for the new copier have been printed and need to be reviewed.

Councilwoman Holcomb asked about any news on the Hyde property. Supervisor Wilcox did not have any new information. Supervisor Wilcox will get new estimates for demolition costs as recommended by the Code Enforcement Officer.

Supervisor Wilcox has been working on sending letters regarding the costs of utilities for the Town facilities. He will update as information is obtained.

#### NEW BUSINESS:

Supervisor Wilcox received a letter from Doris Caskey requesting to be a replacement on the Planning Board. Councilwoman Holcomb, seconded by Councilman Miller, made a motion to appoint Doris Caskey to the Richford Town Planning Board for a seven year term expiring December 31, 2021. With a vote of 4 ayes and 0 abstentions, the motion passed.

Supervisor Wilcox has received three resumes for the Highway Superintendent Position. Those applying for the position are: Archie Shaw III, Michael Hunt, and Thomas Bosley. Councilwoman Holcomb, seconded by Councilman Brown, made a motion to meet with the applicants at the Special Town Board Meeting on January 27, 2015. With a vote of 4 ayes to 0 abstentions, the motion passed.

Supervisor Wilcox and Town Clerk Velvet Lyke will review the copier lists and present three choices to the Board for the Special Town Board Meeting on January 27, 2015.

#### PRIVILEGE OF THE FLOOR:

John Schwartz applied for a grant from Stanley Tools for an Energy Audit of the town buildings and for updating buildings if needed. Mr. Schwartz also is looking into any other grants that could assist the town. Mr. Schwartz also contacted Frank Howe, Tompkins Community Action Group, who came out and did a survey of the town buildings as to Energy efficiency. Mr. Howe has offered to meet with the Town Board to discuss his estimates and to meet with towns people to discuss how they can obtain an energy audit and received potential monetary assistance. The Board asked Mr. Schwartz to contact Mr. Howe for a list of his available dates to set up a special meeting for the public.

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

The meeting was adjourned at 8:53 p.m.

Velvet Lyke  
Town Clerk