

Minutes

Town of Richford Board Meeting February 13, 2018 Regular Town Board Meeting

The regular Town of Richford Board Meeting was called to order at 7:14 p.m. by Supervisor Davis. Supervisor Davis, Councilman Kotula, Councilman Miller, Councilman Thayer, Attorney Canizio, Superintendent Hunt and one townspeople and the Representative from Stray Haven were present. Councilman Herrick were absent.

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

Announcements and Proclamations:

February 25th @ 4pm at the Town Hall - Dish to Pass for the Silver Award for the Richford Girl Scouts. Six of the girls in our Town will be awarded this distinguished award.

Public Comment:

None

Review of Minutes:

Councilman Kotula, seconded by Councilman Miller, made the motion to approve the January 9, 2018 minutes as amended. With 4 ayes the motion was passed.

Abstract of Vouchers:

Councilman Miller, seconded by Councilman Kotula, made a motion to pay the vouchers on Abstract #2 for General and Highway. With 4 ayes, vouchers will be paid.

Supervisor Report:

Supervisor Davis provided the report and disclosed where items were transferred. Supervisor Davis has linked the spreadsheets from Accounting to his Report so this will assist in minimizing errors.

Town Clerk Report:

A check for \$2018.70 was presented to Supervisor Davis.

Highway Superintendents Report:

- January was a very busy month for plowing snow
- Continual work on equipment to keep everything going
- Paperwork was filed this month for the Waste Transporter Permit (needed to haul garbage)
- Paperwork was filed for quarterly Mining Report
- Mining Class has been completed by all employees

Superintendent Hunt would like to purchase an \$8,000 1995 Autocar Truck to replace one of the plow trucks which has a rusted frame.

Councilman Kotula, seconded by Councilman Miller, made a motion to give Superintendent Hunt to purchase the 1995 Autocar Truck. With 4 ayes the motion was passed

Councilman Miller, seconded by the Councilman Kotula, made a motion to approved and sign the Expenditure of Highway Funds for FY 2018. With 4 ayes the motion was passed.

Justice Report:

- Check for \$4,688 was presented to the Board

Dog Control Report:

TOTAL CALLS TAKEN: 3

TOTAL DOG SIEZURES: 0

TOTAL MILES: 15

2018-001 01/03/2018 6 miles

Called to the gas station for 3 dogs running at large. Arrived and the owner was arriving at the same time, they had jumped out of his truck while there.

2018-002 1/18/2018 0 miles

Jessica Campbell reported her dog missing from West Hill Road, called back short while later and said it was found

2018-003 01/20/2018 9 miles

Karen Kuntz called to report a dog running at large in and out of an abandoned garage on Victory Hill Rd, responded found fox living in the garage. No action taken.

Also, I would like to request that Denise Liske be appointed as the Deputy Dog Control Officer in the event that I go on vacation (I have no vacation plans), fall seriously ill or need backup on a call, thus keeping us legal with NYS Ag & Markets.

Also requesting approval to purchase The Omni Max microchip scanner from Pet Link for \$325, this unit while slightly more expensive than the compact unit, has a built-in memory, is upgradable via firmware downloads, and scans all chips. The price is \$325 plus shipping, Berkshire has agreed to do cost sharing, I have not heard back from Nichols or Barton yet. This will help get dogs back to owners faster, and reduce the number taken to Stray Haven.

Rawley Park:

Bill Stell and Supervisor Davis need to get a list of items for the Lowes Grant.

The grant for the walking path has been approved.

Neighborhood Watch:

- None

Town Planning Board:

Continuing to re-write subdivision law. Held discussions on clarification on some of the items. The Planning Board would like to contact Attorney Canizio with questions regarding the law.

Supervisor Davis, seconded by Councilman Kotula, made the motion to allow Victoria Nuzzo to contact Attorney Canizio with questions that impact the town. With 4 ayes the motion was passed.

The Planning Board is looking into training related to the Clean Energy for the Code Enforcer and members of the Planning Board. There are potential grants related to the Clean Community Grant.

There is one opening on the Planning Board if anyone is interested please contact Bill Stell.

Code Enforcement Report:

	Current Month	Year to Date
Building Permits Issues	2	2
Building Permit Renewals	1	1
Building Permit Renewals Notices		
Building Permit Inquiries	2	2
Closed out Permits	1	1
Certificates of Occupancy Issued		
Certificates of Compliance Issued		
Temporary C of O Issued		
Violations/Complaints/Postings		
Stop Work Orders Issued	2	2
Plan reviews	2	2
Total Permits, Notices, etc above	10	10
Fees Collected	\$ 150.00	\$ 150.00
Construction Cost	1000	\$ 1,000.00
Inspections:		
Site visits/ inspection / soil	17	17
Foundations/Footers/Post Holes		
Framing / Structural inspections	13	13
Plumbing/ Mechanical inspection		
Insulation inspection		
Final, Pre-final inspection	1	1
Chimney / solid fuel burning devices		
Swimming Pool inspections		
Fire/Safety/Annual inspections		
TOTAL INSPECTIONS	31	31
Training Class Credits (CEUs)		
Submitted by : Kevin McNahon		

Old Business:

Mill Street Property Resolution:

Resolution 2-1-2018

Councilman Miller

Seconded by Councilman Kotula

made the Resolution to Authorize Supervisor Davis to sign a deed for Home Owners on Mills St which will not affect the townspeople right of way on Mill St.

Ayes: Board Member(s) Councilman Miller, Councilman Kotula, Councilman Thayer, Superintendent Davis

Nays: Board Member(s)

Absent: Board Member(s) Councilman Herrick Date 2-13-2018

County or Town Planning Board Representative:

If you are interested in volunteering for the County or Town Planning Board please contact Supervisory Davis.

Board of Assessment Review:

Steven Kotula submitted his resignation from the committee. Thus, the Town is looking for a volunteer to sit on the BAR.

State Paid Family Leave Act:

As a municipality, we do not have to participate, but if the highway employees are interested they could opt in.

Energy Use and Suppliers:

The NYS Association of Towns sent a letter regarding energy usage as a group.

Sidewalk Ordinance:

Supervisor Davis will draft a letter and take to the residents. The Town will hold a Public Hearing in March before the next Board Meeting.

Councilman Kotula, seconded by Councilman Miller, made the motion to hold a Public Hearing on March 13, 2018 at 6:30 to discuss the Sidewalk Policy.

NYS Retirement Payment:

Next month we will know the amount that should have been taken from the Highway Fund and we will do a transfer.

2015 Traffic in Richford provided by the County:

About 3,800 cars a day on the major roads into Richford.

New Business:

Stray Haven:

Kristi Snyder: President, Board of Director

One-time fee for a dog being brought to Stray Haven \$100 owed by the Town. The Owner pays \$50 with the evidence of a license and rabies, which will reduce the fee to the Town. After a 5 day hold the animal becomes available for adoption.

They are working on a program to deal with big issues.

If there is a hording situation, this not a running dog situation, and would be considered a Humane situation and would not be an issue for the Town.

From 2014 – currently the Town has taken 10 dogs to Stray Haven.

Supervisor Davis asked Stray Haven to submit a revised contract.

Court and Clerk Audit:

On January 20, 2018, the Town Board of Richford performed an audit of the Town Clerk and Justice Books and Records for 2017. The Board went through the audit checklist and found no issues.

Resolution 2-2-2018

Councilman Kotula, Seconded by Councilman Thayer, made the Resolution to accept the audits of the Books and Records of the Town, Town Clerk and Justice.

Ayes: Board Member(s) Councilman Miller, Councilman Kotula, Councilman Thayer, Superintendent Davis

Nays: Board Member(s)

Absent: Board Member(s) Councilman Herrick Date 2-13-2018

Procurement Policy:

Supervisor Davis needs to discuss it with Superintendent Hunt the specifics for our Town.

Dog Control Equipment:

Patrick Cartwright requested to purchase a chip reader with the cost being divided between the Richford, Berkshire, Nichols and Barton. At this time Berkshire has agreed to the cost sharing of the equipment. Councilman Miller, seconded by Councilman Kotula, made the motion to allow Supervisor Davis to enter into a shared service agreement to purchase the chip reader for the dog control officer. With 4 ayes the motion was passed.

2018 EMS Contract:

Contract is the same as last year except the cost increased to \$15,000.

Resolution 2-3-2018

Councilman Miller, Seconded by Councilman Kotula, made the Resolution to Authorize Supervisor Davis to sign and pay the 2018 EMS contract the fee of \$15,000.

Ayes: Board Member(s) Councilman Miller, Councilman Kotula, Councilman Thayer, Superintendent Davis

Nays: Board Member(s)

Absent: Board Member(s) Councilman Herrick Date 2-13-2018

Code Enforcement Contract:

We paid the Contract last month however there was an error of \$364.

Councilman Kotula, seconded by Councilman Thayer, made the motion to Transfer \$530 from A 9040.8 to A8010.1 to cover the shortage in the budget line for the Code Enforcement Contractual amount. With 4 ayes the motion was passed.

Payment for Fire District:

Town Tax Collector has provided the Town with the payment for the Fire District Budget of \$103,050. Councilman Kotula, seconded by Councilman Miller, made the motion to authorize the Supervisor to pay the Richford Fire District \$103,050 for their 2018 Budget. With 4 ayes the motion passed.

Public Comment:

Street Lighting:

Bill Stell has been looking into the Street Lighting and replacing it with LED, it would be under \$2000 and NYSEG will do the change. Bill Stell asked about the cost savings and it would be about 35%/year. Bill Stell will get more information and the cost savings on the different bulbs.

STAR Program:

Bill Stell went to a seminar and found out that once you hit the 65 years old, the dollar threshold of income, and veterans can give you an enhanced Star deduction.

Supervisor Davis, seconded by Councilman Kotula, made the motion to adjourn at 9:08pm.

Velvet Lyke
Town Clerk