

MONTHLY MEETING OF THE
VILLAGE OF RICHMONDVILLE
BOARD OF TRUSTEES

April 19, 2016

The regular monthly meeting of the Board of Trustees for the Village of Richmondville was called to order at 6:30 p.m. by Deputy Mayor Natasha Foote. Present were board members David Hotzler, Milan W. Jackson, and Vivian Thurber. Also present were Superintendent of Public Works Jim Swartout, Clerk-Treasurer Joe Pizzo, Superintendent of Power & Light Jeff Van Deusen, Fire Chief Dennis Cole, Vicki Swartout, Phil Butler, and Michael Vandow, Chairman of the Municipal Consortium Negotiating Team and President of SCHOPEG. Mayor Kevin Neary (available via phone), Youth/Beautification Committee Chairperson Denise Smith, Code Enforcement Officer Don Clarke, and Village Attorney Marvin Parshall, Jr. were excused.

Clerk-Treasurer Pizzo announced that the meeting was being taped.

Privilege of the Floor

Deputy Mayor Natasha Foote granted privilege of the floor to Michael Vandow. Mr. Vandow asked the Village of Richmondville to contribute a percentage of its franchise fee to SCHOPEG. He mentioned that the Village has never contributed while the Town and Village of Cobleskill contribute fifty percent and the Town of Richmondville contributes thirty-eight percent. Mr. Vandow mentioned that SCHOPEG provides public education and governmental access programs. SCHOPEG is also providing studio space to Cobleskill-Richmondville school. SCHOPEG also provides video courses in the School's curriculum. Mr. Vandow also mentioned that SCHOPEG offers live announcements, emergency warnings, televises athletic events, and can cover the Richmondville Days event on Time Warner Cable. Deputy Mayor Foote asked Mr. Vandow what channels it would be on and Mr. Vandow said Channels 17, 18, and 19. Deputy Mayor Foote told Mr. Vandow that the Village Board will discuss the possibility of contributing to SCHOPEG in the near future and thanked him for coming to the meeting.

Adoption of Minutes

Trustee Thurber moved to approve the minutes of the March 15, 2016 meeting as presented, seconded by Trustee Hotzler; carried unanimously.

Trustee Thurber moved to approve the minutes of the March 28, 2016 meeting as presented, seconded by Trustee Hotzler; carried unanimously.

Trustee Jackson moved to approve the minutes of the April 8, 2016 Public Hearing on the Tentative Budget as presented, seconded by Trustee Thurber; carried unanimously.

Resolutions

Resolution #3-16 authorizing compensation of the Village Planning Board and Zoning Board of Appeals was tabled because of the language of the resolution. Also, Clerk-Treasurer Pizzo mentioned that the Planning Board members were paid before the resolution was passed because the resolution should have been passed in the March 28th Special Meeting but was overlooked. Clerk-Treasurer Pizzo apologized to the Board for the oversight. Mayor Kevin was contacted by phone. He mentioned that a resolution was not done previous to the Planning Board members getting paid and that it was done after the fact. Trustee Thurber had issues with the wording of the resolution as did other members of the Board. Trustee Jackson did not feel that the Planning Board members should have been paid before the resolution was passed and

Deputy Mayor Foote mentioned that there was more of an issue with the language of the resolution and that the vouchers that were set for approval to be paid at this meeting would be approved to be paid.

Trustee Jackson moved adoption of Resolution #6-16 appointing registrar of vital statistics, seconded by Trustee Thurber; carried unanimously.

Trustee Jackson moved adoption of Resolution #7-16 certifying review of procurement policy, seconded by Trustee Hotzler; carried unanimously.

Trustee Hotzler moved adoption of Resolution #8-16 authorizing payment of recurring charges, seconded by Trustee Thurber; carried unanimously.

Trustee Jackson moved adoption of Resolution #9-16 designating newspaper, depository, mileage rate, regular monthly meeting, seconded by Trustee Thurber; carried unanimously.

Trustee Jackson moved adoption of Resolution #10-16 procedure for calling a special meeting, seconded by Trustee Hotzler; carried unanimously.

Trustee Jackson moved adoption of Resolution #11-16 appointing village positions, seconded by Trustee Thurber; carried unanimously.

Trustee Jackson moved adoption of Resolution #12-16 designating delegate to special NYMPA meeting seconded by Trustee Hotzler; carried unanimously.

Trustee Hotzler moved adoption of Resolution #13-16 designating delegate to MEUA meeting seconded by Trustee Jackson; carried unanimously.

Trustee Jackson moved adoption of Resolution #14-16 appointing Beautification Committee, seconded by Trustee Hotzler; carried unanimously.

Trustee Jackson moved adoption of Resolution #15-16 appointing Youth Committee, seconded by Trustee Thurber; carried unanimously.

Department Reports

Clerk-Treasurer Joe Pizzo reported April utility billing included electric, water and sewer. There were no major issues with the billing process this month. Electric services totaled \$139,993.89 (\$96,907.49 residential and \$43,086.40 commercial). Water services totaled \$30,824.98. Sewer services totaled \$26,793.61. April 15th marked the beginning of disconnects for electric customers owing a balance for at least ninety days. There were approximately 128 customers on notice with balances totaling \$49,924.09. On April 11th, approximately fifty-one pink slips were distributed for balances totaling \$16,853.88. Four services were scheduled for disconnection on April 18th for balances totaling \$1,883.45.

Clerk-Treasurer Pizzo continued to report letters will be mailed this week to water and sewer customers and landlords notifying them that any unpaid balance left on their account as of May 11, 2016 will be sent to the County to be added to their Village tax bill. Employee applications for the 2016 summer season have been submitted regularly. Clerk-Treasurer Pizzo stated that Cobleskill-Richmondville Little League registration forms were collected at the office as well as Richmondville Day sponsor forms and 2016 Summer Soccer sponsor/registration forms. Also, Clerk-Treasurer Pizzo reported that the 2016 Renewal Application for the Public Swimming Pool

was received and he will be working with Superintendent of Public Works Swartout and Youth Committee Chairperson Denise Smith on completing it and sending it back to the County in timely fashion. Clerk-Treasurer Pizzo also reported that on April 18th, he received a phone confirmation from Sheriff Tony Desmond confirming dedicated emergency medical and police services for Richmondville Days on June 3rd to June 5th. Superintendent of Public Works Swartout asked Clerk-Treasurer Pizzo to put all confirmations in writing for submission to get permits.

Trustee Jackson moved to accept the Clerk-Treasurer's report, seconded by Trustee Hotzler; carried unanimously.

Superintendent of Public Works James Swartout reported brush and leaf pick-up has started. Pothole repairs and street sweeping are both ongoing processes, and quite a bit has been done to date. The new Dodge went to Utica for a recall repair. Superintendent of Public Works Swartout reported he attended a pavement management course offered in Schoharie. Also, some ditching on Ploss Road has taken place. Superintendent of Public Works Swartout extended his thanks to the Town of Richmondville for their assistance with such.

Superintendent of Public Works Swartout further reported that the leaf and brush pickup continues through May. Annual training has been continuing at the County, it included Flagger training and Thursday April 21 will be vector bourn training. The asbestos removal is done at the firehouse and the epoxy flooring is almost complete. Next will be the new ceiling tiles, lights and wall covering. Superintendent of Public Works Swartout also reported that while he received the bid documents from Ryan and Biggs at the last special board meeting and the Board had voted on the dates for the bid opening, he received an e-mail from Ryan and Biggs saying that the documents were not finished. The time frame is short and Superintendent of Public Works Swartout sent an e-mail to them noting his displeasure with their lack of timeliness on this project. Superintendent of Public Works asked the Board to make a motion to rescind the original bid opening date. Trustee Thurber made a motion and Trustee Hotzler seconded; carried unanimously.

Superintendent of Public Works Swartout reported that due to RPL purchasing a new pickup truck, DPW has acquired their 2007 pickup truck. To that end, Superintendent of Public Works Swartout would like to surplus the 2003 GMC. Trustee Jackson made a motion to surplus the 2003 GMC, seconded by Trustee Thurber; carried unanimously.

Superintendent of Public Works Swartout stated that Mark Temp has made a request that he be forwarded \$200 for his co-pay when the baby is born so he can make that payment before it goes through billing. Trustee Jackson made a motion to approve of Mark Temp receiving \$200 for his co-pay, seconded by Trustee Hotzler; carried unanimously.

Superintendent of Public Works Swartout also reported that they are getting ready for the PESH inspection next month. Deputy Mayor Foote wanted to know what PESH stood for Superintendent of Public Works Swartout said it meant Public Employee Safety and Health. DPW has started to receive applications for summer help. The water plant is running fine and the reservoirs are open and overflowing. Hydrants have been flushed this month and all went well with a minimum number of calls.

Superintendent of Public Works Swartout requested approval from the Board to go to the annual NYRWA Conference in Lake Placid. He stated that Mayor Neary suggested he take his

wife and spend the night then attend Tuesday's classes. Trustee Jackson made a motion to approve the overnight training stay, seconded by Trustee Hotzler; carried unanimously.

Superintendent of Public Works Swartout also reported that the sewer plant is running fine. He had his third Wastewater workshop this month and are looking at how to address the areas that need the most attention.

Superintendent of Public Works Swartout requested to the Board that the Clerk-Treasurer writes a letter to the Town of Richmondville saying that although they are welcome to use the Village office for their meetings, they are not allowed to dictate what room it is held in. All Board members were in favor of this request. Lastly, the retaining walls collapsed at the intersection of Mill Street and Harroway under the tressle. A call is going to be made to see if it is the railroad's responsibility. If not, it will cost approximately less than \$5,000 and can be done in-house.

Trustee Jackson moved to accept the Superintendent of Public Works' report, seconded by Trustee Hotzler; carried unanimously.

Superintendent of Public Works Van Deusen reported that work has begun on Furnaceville Road. Poles are set and getting ready to run new wire. RPL has replaced two poles along with 400 feet of new triplex on High Street which feeds the pistol club due to deterioration and heavy tree growth which damaged the old wire. There were few Dig Safely New York locations, 2 repaired yard lights, and approximately 6 turned on/off meters and readings. Eaton Power Systems has recommended that the Village remove the voltage regulator from service in the station and send it out to Syracuse for repairs. This will require a purchase of a new regulator, which will cost approximately \$15,000.

Superintendent of Power and Light Van Deusen also reported that Bret Ryder is attending his 3rd year of apprentice training the week of April 25th. Trustee Jackson made a motion to approve Bret Ryder's attending the training, seconded by Trustee Thurber; carried unanimously.

Superintendent of Power and Light Van Deusen also reported that 2 recent outages-Smith Road and West Richmondville Road. AED's have been delivered by Cintas and training will take place on May 5th. A 2016 model John Deere tractor has been priced to replace the "tired and worn out" 2003 model with hopes that it will be ready for the spring 2016 mowing season.

Superintendent of Power and Light Van Deusen asked about the Board's position on hiring someone to replace Steven Bender as well as hiring another Qualified Lineman for RPL. He mentioned that presently the Village is operating out of compliance with OSHA regulations. Bret Ryder does not qualify whenever it is only himself and Tim Smith or himself and Jeff. Another option is to contract out work. Lastly, there were two potentially deadly "near misses involving members of the public. Superintendent of Power and Light Van Deusen has made Mayor Neary aware of the incidents and has requested that the Village send out a friendly reminder in the form of a brochure to be included in next month's electric bills. Culver Company of Massachusetts has been contacted in regards to these brochures and he is awaiting the arrival of a sample for his review. In regards to the Steven Bender replacement, Trustee Thurber said that this position was typically for high school students. Superintendent of Public Works Swartout said that Mr. Bender was summer help while in college. The Village found out that he was moving to San Francisco and wanted to keep him on payroll until he left in January 2016. Trustee Thurber said this position was only for high school students. Superintendent of Power and Light Van Deusen said that there are times that a qualified crew is required. OSHA requirements are: 2 qualified linemen- one in air and one on ground. Bret Ryder is not yet

considered a qualified lineman by OSHA standards. Trustee Thurber asked where the money would come from in the budget. Superintendent of Power and Light Van Deusen said that a part-timer 2 or 3 days a week is a possibility. Trustee Jackson feels that the Village should go over job descriptions and make sure what positions need to be filled to comply with OSHA requirements. Trustee Thurber feels that another meeting needs to be held specifically for this issue. Trustee Jackson feels that having a meeting just for one issue is not a good idea.

Superintendent of Power and Light Van Deusen feels that his workers are not appreciated. Deputy Mayor Foote wants to know what it is that makes Village employees feel underappreciated. She feels that the Village employees are doing a terrific job. Trustee Jackson feels that instead of complaining about every little issue, they should thank the Village more often. Trustee Thurber mentioned that the Village is providing some services which most villages don't provide which should be appreciated by the public.

Trustee Jackson moved to accept the Assistant Superintendent of Power & Light's report, seconded by Trustee Thurber; carried unanimously.

Fire Chief Dennis Cole reported that there were six calls, three fire alarms, one brush fire and one stand-by for Summit. He wants to keep track of man hours. The building is coming along fine. A chicken barbeque for Dennis Butler, a member of the Fire Department who has cancer, is being held at the firehouse on Friday, May 6th. Superintendent of Public Works Swartout said the firehouse floors will be slate gray with dark gray and blue flex. The fire department roster was presented and it will be put on the Village's website shortly by Clerk-Treasurer Pizzo.

Trustee Hotzler moved to accept the Fire Chief's report, seconded by Trustee Jackson; carried unanimously.

Committee Reports

Denise Smith was excused but provided a report which was presented by Deputy Mayor Foote.

Trustee Hotzler moved to accept the Youth Committee Report as presented, seconded by Trustee Jackson; carried unanimously.

A discussion followed regarding rate of pay for lifeguards and arts and crafts workers. Vickie Swartout feels that the discussion regarding pay increases is "jumping the gun". Trustee Jackson makes a motion to increase the minimum wage for the arts and crafts leader to \$9.00 per hour, seconded by Trustee Thurber; carried unanimously.

Trustee Thurber moved to accept minutes from the March 10, 2016 Planning Board meeting, seconded by Deputy Mayor Foote; carried unanimously.

Trustee Jackson moved to accept minutes from the March 8, 2016 RUS Committee meeting, seconded by Trustee Thurber; carried unanimously.

Trustee Thurber moved to accept minutes from the April 7, 2016 Youth Committee meeting, Seconded by Trustee Hotzler; carried unanimously.

Trustee Jackson moved to accept minutes from the April 6, 2016 Zoning Board of Appeals meeting, seconded by Trustee Hotzler; carried unanimously.

Mayor's Report

Mayor Neary was excused but was available via phone.

New Business

Adoption of 2016-2017 Final Budget

Deputy Mayor Foote asked Clerk-Treasurer Pizzo if any updates were made to the budget. Clerk-Treasurer Pizzo said that he updated the collateral statement information. He also mentioned that the amount appropriated by the Village was \$2,040,005 and total amount to be raised by taxes is \$189,832. Clerk-Treasurer Pizzo went on to report that with the new tax rate, the assessment went down. Superintendent of Public Works Swartout interjected and asked if that is what we want to do, meaning don't we want to keep taxes the same. He feels that with the cap, if we go down this year, we would have to be able to make it up next year. The very minor difference would be made up in Contingency. Trustee Thurber agreed and said the tax rate should stay the same. Trustee Jackson made a motion to adopt the 2016-2017 budget with changes that will result in taxes staying the same as last year, seconded by Trustee Thurber; carried unanimously.

Audit of Bills

Trustee Jackson moved to approve payment of General, Water, Sewer, and Electric Abstracts #11, seconded by Trustee Thurber; carried unanimously.

Adjournment

Deputy Mayor Foote moved to adjourn at 8:57 pm, seconded by Trustee Hotzler; carried unanimously.

Respectfully submitted,

Joe Pizzo
Clerk-Treasurer