

MONTHLY MEETING OF THE
VILLAGE OF RICHMONDVILLE
BOARD OF TRUSTEES
June 21, 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 Mayor Kevin Neary. Present were board members Natasha Foote and Vivian Thurber. Also present were Clerk-Treasurer Joe Pizzo, Code Enforcement Officer Don Clarke, Superintendent of Public Works Jim Swartout, Vickie Swartout, Fire Chief Dennis Cole, Planning Board Co-Chairperson Linda Carpenter, and Youth Committee Chairperson Denise Smith. Trustees Dave Hotzler, Milan Jackson, Superintendent of Power and Light Jeff Van Deusen, and Attorney Marvin Parshall, Jr were excused.

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

In the interest of time, Mayor Neary allowed Code Enforcement Officer Don Clarke to present his report because he had another meeting to attend. Code Enforcement Officer Clarke reported that he passed his state test. He received two sets of new code books. He also received and signed the final papers for the River Street Apartments. Code Enforcement Officer Clarke also reported that the people from Ohio called him looking for building permits which were not ready yet. Another house is going up on State Route 10. Mayor Neary mentioned that letters were sent out to people who don't mow their lawns.

Trustee Foote moved to accept the Code Enforcement Officer's report, seconded by Trustee Thurber; carried unanimously.

Privilege of the Floor

No privilege of the floor.

Adoption of Minutes

Trustee Foote moved to approve the minutes of the May 17, 2016 meeting as presented, seconded by Trustee Thurber; carried unanimously.

Trustee Thurber moved to approve the minutes of the May 26, 2016 special meeting as presented, seconded by Trustee Foote; carried unanimously.

Resolutions

Trustee Foote moved adoption of Resolution #18-16 re-authorizing the Mayor and Clerk-Treasurer to sign the bond anticipation for the 2014 dodge Ram Dump Truck, seconded by Trustee Thurber; carried unanimously.

Trustee Thurber moved adoption of Resolution #19-16 authorizing correction of Tax Roll for the year 2016, seconded by Trustee Foote; carried unanimously.

Trustee Foote moved adoption of Resolution #20-16 authorizing the Mayor and Clerk-Treasurer to sign the bond anticipation note for the Firehouse renovations, seconded by Trustee Thurber; carried unanimously.

Trustee Thurber moved adoption of Resolution #21-16 authorizing the hiring of summer recreation workers, seconded by Trustee Foote; carried unanimously.

Trustee Foote moved adoption of Resolution #22-16 authorizing the hiring of summer laborers, seconded by Trustee Thurber; carried unanimously.

Trustee Thurber moved adoption of Resolution #23-16 establishing new Building Permits and Related Fees for Systems, Components, Installations, seconded by Trustee Foote; carried unanimously.

Trustee Thurber moved adoption of Resolution #24-16 authorizing compensation of the Village Planning Board and Village Zoning board of appeals in conducting their official duties as public officers for the Village of Richmondville, seconded by Trustee Foote; carried unanimously.

Department Reports

Clerk-Treasurer Pizzo reported that there were no major issues in utility billing. Total electric billing was up from 2014 and 2015. Total taxes billed was \$232,813.84 which consisted of \$190,832.00 for taxes and \$41,981.94 for delinquent water and sewer. Total taxes collected to date totaled \$46,031.32. The semi-annual mortgage tax was received on May 26th in the amount of \$1,617.22. Sales tax for the quarter was due on June 20th in the amount of \$4,590.96. It was paid electronically on June 14th. Bond Anticipation Note payment 2 of 5 on the 2014 Dodge Dump Truck is due on June 23rd. The total payment is \$11,632.83 to the Bank of Richmondville. Loan payment on Sewer Project 9 of 30 is scheduled for a June 29th wire transfer from the bank of Richmondville. The total payment is \$7,499.00. The year-end accruals spreadsheet is complete and the journal entry has been posted in Quickbooks. The pool permit application has been completed and submitted. Clerk-Treasurer has been in contact with Brenda Hewett from the Schoharie County Department of Health informing her of the progress that is being made in getting the required certifications to her. We received the 2nd installments of \$17,723.00 from the Town of Richmondville and \$1,876.00 from the town of Seward for the Fire Protection Contract. The Historic Fixed Price Transmission Congestion Charge in the amount of \$22,704.86 is due to NYISO by July 8th. Mayor Neary explained to the Board what transmission Congestion Charges were. Mayor Neary also explained that when Jeff Haslun completes his annual financial report, we will know more about the electric department's financial picture.

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

Superintendent of Public Works Jim Swartout reported on streets, the route 7 project, water and sewer. Richmondville Days went pretty well with help from Mayor Neary and Richmondville Power and Light. A new lawn mower and trailer were purchased. The old mower is more than 15 years old and needs more than \$2,000 to repair. Mark Temp reported back to work on June 1st. The Department of Health inspection is on June 23rd. All is in good shape this year. Superintendent of Public Works Swartout also reported that he and Mayor Neary had a pre-construction meeting on June 16th in Clifton Park with Ryan Biggs and VMJR. He is still waiting on the DEC/ACE permit. The construction is still to be completed this year in late September-early October. Activity should start in 2 to 3 weeks. The water plant is running fine.

Superintendent of Public Works Swartout will be ordering the new replacement parts that have already been approved to use earlier project money up to the dollar amount left in the account. The sewer plant has had a few problems this month. There was a blockage of the sludge removal pipe that removes solids from the SHT to the drying beds. They are able to operate without the non-functioning pipe but will need to determine how to make it functional. Mayor Neary wanted to thank the Fire Department and Board members for their involvement in Richmondville Days.

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

Superintendent of Power and Light Van Deusen was excused but provided a report for board review. Mayor Neary read Superintendent of Power and Light Van Deusen's report. Superintendent of Public Works Swartout mentioned that Jeff has the option to fly to North Carolina.

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

Fire Chief Dennis Cole reported that there were 2 engines serviced with no major problems. Two guys in firefighter 1 course are graduating on July 8th. There is a 97-98% chance that they will get the grant for the air packs and bottles.

Trustee Foote moved to accept the Fire Chief's report as presented, seconded by Trustee Thurber; carried unanimously.

Committee Reports

Mayor Neary read Denise Smith's Youth Committee report. Mayor Neary mentioned that he will not be around for the opening of the pool. Trustee Foote suggested that ice cream bars be served to people attending the opening.

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

Planning Board Co-Chairperson Linda Carpenter reported that the Planning Board met with The Department of Transportation last Friday regarding the Dollar General. They are meeting again on June 29th. Caryn from Bohler Engineering said they would put \$10,000 in escrow to help the Village pay for the sidewalks for the Dollar General. The sidewalks would cost approximately \$100,000. Mayor Neary mentioned that the entrance to the school is the Village of Richmondville's right-of-way. Mayor Neary mentioned that cars go down the road very fast and it is very unsafe. Linda Carpenter said there was a request to make River Street one-way with no parking on both sides of the street. Mayor Neary mentioned that there would have to be a public hearing on this issue. Linda Carpenter mentioned that on August 3rd there is a training course being held. Mayor Neary mentioned to her that she must submit a request to Clerk-Treasurer Pizzo to bring to the board for the July meeting along with the list of recommendations.

Trustee Thurber moved to accept the Planning Board report as presented, seconded by Trustee Foote; carried unanimously.

Trustee Thurber moved to accept minutes from the June 6, 2016 Sustainable Utilities Management meeting, seconded by Trustee Foote; carried unanimously.

Mayor's Report

Mayor Neary reported that he has worked on the BAN with Jeff Haslun. A BAN for 5 years or a Bond for 10 years would be taken out to pay for the Bucket Truck and the automatic readers. Combined they would cost approximately \$270,000. Trustee Thurber questioned whether it was necessary to do right now. Mayor Neary also reported that Jeff Haslun is starting his annual report engagement on June 22nd. Mayor Neary feels that there are mistakes in the electric budget. Mayor Neary has been working on getting the new billing software. The Village will initially pay the software company half the \$14,000 contracted amount and the rest later. Electric Clerk Rebecca Bombardier, Superintendent of Public Works Swartout, Superintendent of Power and Light Van Deusen, and Mayor Neary had a 1.5 hour conference call with CUSI on the new billing software. Mayor Neary spoke with Schoharie County regarding Civil Service titles. They will research job title descriptions for us and make recommendations. Mayor Neary has a letter from the Bank of Richmondville that states they would contribute money to have a "shredding day" and the bank would partner with the Village on this project. The shredding would be open to all. The Village would contribute the other half of the money. No date has been set.

Trustee Thurber moved to approve the funding for a shredding day, seconded by Trustee Foote; carried unanimously.

Mayor Neary reported on the Time Warner Cable issue. The Town has provided a map to show which areas were underserved and un-served. That was given as part of a proposal. Mayor Neary wrote letters to our representatives. They have 45 days to review the letters. They need to tell us when the 45 days is up so someone can attend the hearing. The 45 days is from the time of the complaint. Time Warner Cable has arbitrarily made a policy not to extend up summit Street. Mayor Neary mentioned that the Planning Board is the lead agency for the Dollar General project. Mayor Neary is working with ICCI for the new Village server.

New Business

Mayor Neary mentioned that the Village must have a public hearing in order to apply for a grant for Phase II of the Community Development Block Grant (water extension). The grant application must be submitted by July 29th. The village has an issue with replacing 2 stream crossings which will cost \$535,000 in grant funds and \$28,000 in local funds. Mayor Neary is also looking into a \$5 million grant for Main Street including the Mill. National Grid came to us about boundaries for the electric franchise. They want to finalize the boundaries. Bruce Stevens would attend the meeting. Regarding collections, Rebecca Bombardier is doing a great job handling various customer issues. The last time a collection agreement was written and signed was April, 2010. Mayor Neary called Southern Tier Credit Center and he, Clerk-Treasurer Pizzo and Electric Clerk Bombardier met with Jeff Salisbury to find better ways to collect. Mr. Salisbury gave us a credit report which dated back to 2001. The total in arrears was approximately \$220,000. The Public Service Commission (PSC) says that if the landowner owes money, the Village of Richmondville can send the people who are renting the apartment a letter saying that if the landlord does not pay, they have to vacate the premises in 10 days. The owner has to pay back the bill before the landlord puts in a new tenant.

Old Business

Linda Carpenter said that the "per meeting" stipend worked well. Mayor Neary feels that the original resolution never got in for the March 15th meeting or was bypassed. Mayor Neary got a

note from Deb Kerr. The adjusted subdivision regulations are to include Healthy Streets Initiative. Mayor Neary asked Lillian Bruno for a final copy. He and Rebecca Bombardier made final adjustments.

Audit of Bills

Trustee Foote moved to approve payment of General, Water, Sewer, and Electric Abstracts #1, seconded by Trustee Thurber; carried unanimously.

Executive Session

None

Adjournment

Trustee Thurber moved to adjourn at 8:33 pm, seconded by Trustee Foote; carried unanimously.

Respectfully submitted,

Joe Pizzo
Clerk-Treasurer