

MONTHLY MEETING OF THE
VILLAGE OF RICHMONDVILLE
BOARD OF TRUSTEES

September 20, 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 Trustees Natasha Foote, David Hotzler, Milan 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, Code Enforcement Officer Don Clarke and Vicki Swartout. Also in attendance were Jeff Haslun, CPA, Phil Butler, Scott Bennett, writer for the Schoharie News, Joan Radliff, Harold and Matt Loder, and Youth Committee Chairperson Denise Smith. Village Attorney Marvin Parshall, Jr. previously mentioned he would be arriving late.

Privilege of the Floor

Mayor Neary granted privilege of the floor to Joan Radliff. Ms. Radliff said that the Village Calendar should be posted by the front door of the building as it was in the past. Mayor Neary told Clerk/Treasurer Pizzo to move it from inside the building.

In the interest of time, Mayor Neary allowed Code Enforcement Officer Clarke to present his report because he had another meeting to attend. Code Enforcement Officer Clarke reported that the River Street project should be starting very soon. Fire inspections on Holmes Street and Route 7 were done and there were five violations in all. Quite a few apartments near the Broken Spoke were vacant. Certain tenants were evicted.

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

Presentation of Annual Financial Reports by Jeff Haslun, CPA

Mayor Neary granted the floor to Jeff Haslun. Mr. Haslun reported that the General Fund recognized a loss of approximately \$42,000. Mr. Haslun pointed out that the General Fund has yet to receive the \$30,000 interfund transfer for borrowing for the firehouse repairs. He also mentioned that the \$90,000 in FEMA reimbursements has not been received yet. Cash balance decreased approximately \$83,000 during the year. The General Fund is owed approximately \$36,000 from the Sewer Fund and \$43,000 from the Water Fund. The Electric Fund realized a net surplus of approximately \$4,000 during the year. Depreciation Expense, which flows through the Electric Fund, is only a book entry and does not reflect the profitability of the Electric Fund. Mayor Neary explained that the Electric Fund profitability depends heavily on the weather. Also, the Village does not make money on purchase power. The only thing the Village supports with purchase power is IEEP (Independent Energy Efficiency Program). Mr. Haslun also reported that cash balances in the Electric Fund at May 31, 2016 were approximately \$499,500, an increase of \$55,000 over the prior year. The Water Fund recognized a net surplus of approximately \$4,000 during the year. The Sewer Fund recognized a net loss of approximately \$13,800 during the year. Mr. Haslun suggested to the Board that the Village may want to consider a rate increase for water/sewer. Mayor Neary mentioned that part of the issue with the Sewer Fund is that the allocations of salaries and health insurance should be adjusted. Also, the Village does not have a lot of sewer customers and there has been need to repair the plant. There are also more testing requirements which have to be met, which can be costly. Mayor Neary mentioned that the General Fund is in great condition when considering the FEMA

reimbursement has not yet been received and the unexpected expenses for firehouse repairs. Trustee Foote asked Mr. Haslun if there is a time frame on the payback of the monies owed to the different funds. Mr. Haslun said they would be paid back when it is possible. Mayor Neary mentioned that he wanted to sit down and talk to Mr. Haslun regarding the \$10,500 that the Sewer Fund owes to the Electric Fund. The money was lent to the Sewer Fund when the computer system crashed eighteen or so years ago. Trustee Thurber expressed concern about delinquencies in the Electric Fund. Mayor Neary explained that the \$61,000 in delinquencies is built up over a long period of time and the Village has a collection agency which is attempting to combat the issue. Mayor Neary believes that the new billing system will help.

Before the adoption of the minutes, Mayor Neary wanted to mention that he spoke with Bob Neil from Primax about where the Village was in the process of approving the permit. Mayor Neary gave Mr. Neil the resolutions to reduce the speed limit and to put in the multi-use trail. He also gave Mr. Neil the recommendations by the Planning Board. Mayor Neary mentioned that the minutes that were previously approved did not contain enough detail. The Village came to a consensus that a permit would not be issued until the issue of sidewalks is thoroughly addressed to the satisfaction of the Board. Matt Loder said that Primax, who is the developer of the Dollar General project, is willing to put up the \$25,000 to help the project move along. Mayor Neary asked the Board if they were willing to move forward. Trustee Thurber thinks that as soon as the Village has the letter of confirmation for the grant the Village should go ahead. Mayor Neary mentioned that there should be a special meeting to formally approve the permit when the letter of confirmation is received. Primax will then be able to apply for the building permit.

Adoption of Minutes

Trustee Foote moved to approve the revised minutes of the July 21, 2016 special board meeting as presented, seconded by Trustee Jackson; carried unanimously.

Trustee Foote moved to approve the minutes of the August 16, 2016 regular board meeting as presented, seconded by Trustee Hotzler; carried unanimously.

Resolutions

Trustee Foote moved adoption of Resolution #30-16 authorizing budget transfers for the 2015-2016 fiscal year, seconded by Trustee Hotzler; carried unanimously.

Trustee Foote moved adoption of Resolution #31-16 authorizing budget transfers for the 2016-2017 fiscal year, seconded by Trustee Hotzler; carried unanimously.

Department Reports

Clerk/Treasurer Pizzo reported that in August, electric billing increased approximately \$10,000 from a year ago. Total taxes received as of September 20, 2016 are \$205,069.98, of which \$740.09 is for penalties. Total outstanding taxes are \$28,483.88. Clerk/Treasurer Pizzo also reported that sales tax was due today in the amount of \$3,926.72. Clerk/Treasurer Pizzo paid it electronically on September 19th. A legal ad will be placed in the Times Journal for the weeks of September 19th and 26th for leaf and brush pickup. Another legal ad was placed for the weeks of September 12th and 19th for bidding on on-road diesel, gasoline, and #2 fuel. The bid opening is on October 18th. Tentatively on September 29th, the Village of Schoharie will be hosting the SCVOA meeting at Lexi's Café. Nan Stolzenburg, consultant for the Village of Schoharie, will be the guest speaker. She will be discussing grants for the Parrot House. It will be at 7:00 and no menu has been given but Nan did say appetizers will be served. Mayor Neary added that Deputy Clerk/Treasurer Cathie Ryder is instructing Clerk/Treasurer Pizzo on Records Management and that there are webinars Clerk/Treasurer Pizzo can also use.

Trustee Foote moved to accept the Clerk/Treasurer's report as presented, seconded by Trustee Jackson; carried unanimously.

Superintendent of Public Works James Swartout reported on streets, water, and sewer. All summer help is done. It worked well but a full time job needs to be specified for the summer. Some asphalt was repaired and the Village helped the Town with some of their paving projects. Some ditches and catch basins were cleaned and the Village Barn was cleaned to make room for the salt/sand shed. VMJR is twenty days behind schedule so the Village works helped unload some pipe. The pool is closed for the season and all went well. Next year there will be a short mandatory meeting with all lifeguards and the closing date will be mid-August. The water plant is running well. Superintendent of Public Works Swartout has selected items to replace at the plant to finish using the grant money from 2001. The bills need to be acquired to submit to the funding agency. Anthracite was added to the filters for the first time since the plant was upgraded in 2001. The reservoirs have been mowed and trimmed for the year. Superintendent of Public Works Swartout has been meeting with multiple contractors interested in bidding on the Water Main Improvement Project. The bid opening will be on September 29th at 10:00 am. Information was put together for the fluoridation grant but there was some trouble using the grant gateway so another attempt will be made during the next round of funding. The sewer plant is running fine. Two flights broke in the clarifiers; one is repaired and the other sometime next week. New flights were installed in the third clarifier last year. The presentation of findings of the Wastewater Sustainability workshop will take place at the October 18th board meeting. Phil Butler and Mayor Neary gave an update on the culvert project on Main Street.

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

Superintendent of Power and Light Van Deusen reported that several poles along route 7 are still being worked on and trees were trimmed in various locations. Due to work activity that is being planned by Carl Warner along Main Street RPL had to reroute approximately 700 feet of main line primary. This work was required by the NYS High Voltage Proximity Act which prohibits any untrained/unauthorized people to be/work within 10 feet of any energized power lines. There were a few Dig Safely NY locations, one repaired yard light, and approximately ten turned meters on or off and readings. Pink slips will be issued on Tuesday September 20th with disconnects taking place on Monday September 26th. Bret Ryder is attending Lineman school training all of this week which includes trouble-shooting circuit outages and circuit mapping. Two outages were reported. The first being an overloaded transformer at Rinehart's and the second being a National Grid equipment failure which went all the way to Schenevus. Superintendent of Power and Light Van Deusen also reported that TSI (Transformer Service, Inc.) changed/filtered out all of the oils in the station banks as well as all of the regulators. There is still an issue with one of the voltage regulators in the station which is scheduled to be repaired October 20th. The new bucket truck has been delivered and is now in service. RPL is getting the old truck cleaned off and readied for Schoharie County Highway Dept. to take ownership. Summer helper Austin Kubat made it known that he wanted to continue on mowing grass for RPL after school started on Saturdays, however, he has not shown up nor has returned any phone calls. Superintendent Van Deusen mentioned that he needs to get the defibrillator out from the pool area before it gets too cold.

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

Fire Chief Dennis Cole reported that there were six calls for the month. Hose testing is scheduled to take place on September 26th. A New York State Association of Fire Chief's meeting is scheduled for September 29th. The topic will be "hoarders." The firehouse has a new hot water heater from Amerigas. The fire department passed its by-laws for support services last month. On October 12th a Flu Shot Clinic will take place at the firehouse from 1:00 to 3:00. Only people aged 18 and above will be permitted.

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

Youth Committee Chairperson Denise Smith reported that soccer season went well with a great group of coaches. No injuries were reported and Stewarts supplied ice cream to all involved at the end of the season. The pool ran well this summer but she feels that the pool's closing date should be adjusted for next year since it is open later than the surrounding community pools. Arts and Crafts went well and there were many compliments to the girls running it- Jen Golden, Jen Hotzler and Cassidy Hammecker.

Denise Smith also reported on the Beautification Committee. The annual Pumpkin Carving Event will take place on Saturday, October 15th from 10:00 am to noon at the firehouse. Barber's will be supplying the pumpkins again this year. She will be getting the scarecrows out on the flower boxes on October 2nd.

Trustee Hotzler moved to accept the Youth Committee and Beautification report as presented, seconded by Trustee Foote; carried unanimously.

Arts and Crafts Director Jennifer Golden was excused but submitted a report for board review. Trustee Thurber feels the pay rates for summer help should be set earlier. Mayor Neary suggested at the April 1 organizational meeting.

Trustee Hotzler moved to accept the Arts and Crafts Summer 2016 report as presented, seconded by Trustee Thurber; carried unanimously.

Trustee Thurber moved to accept the minutes of the July 18, 2016 SUM Committee Meeting as presented, seconded by Trustee Hotzler; carried unanimously.

Trustee Thurber moved to accept the minutes of the August 29, 2016 SUM Committee Meeting as presented, seconded by Trustee Hotzler; carried unanimously.

Trustee Foote moved to accept the minutes of the August 11, 2016 Planning Board Meeting as presented, seconded by Trustee Hotzler; carried unanimously.

Mayor's Report

Mayor said he will forego the Mayor's Report. Nothing has come back about the grants yet. The Village has applied for Phase II of the Community Development Block Grant. Mayor Neary said there is no guarantee we are going to get it. There are two phases: Phase I is the Water distribution System and Phase II is the asset management of the building. The billing system is moving and Electric Clerk Rebecca Bombardier is doing a remarkable job. The software is Phase I and Phase II is the meter readers. Mayor Neary is meeting with the bank to discuss consolidating bank accounts, making utility payments online with the new software, and the

possibility of the bank taking over tax collection next year. Trustee Thurber gave a review of the RVES situation. Mayor Neary also gave a commentary on RVES. Trustee Thurber feels RVES should open their books. Mayor Neary feels that one of the problems is lack of leadership.

New Business

Audit of Bills

Trustee Foote moved to approve payment of General, Water, Sewer, and Electric Abstracts #4, seconded by Trustee Thurber; carried unanimously.

Executive Session

Trustee Foote moved to enter into executive session for the purpose of discussing personnel matters at 7:55 pm, seconded by Trustee Thurber; carried unanimously.

Trustee Thurber moved to return to regular session at 8:20 pm, seconded by Trustee Foote; carried unanimously.

Adjournment

Trustee Thurber moved to adjourn the meeting at 8:22 pm, seconded by Trustee Foote; carried unanimously.

Respectfully submitted,

Joseph Pizzo
Clerk-Treasurer