TOWN BOARD MEETING **March 12, 2020**

The Town Board of the Town of Spafford assembled at the Spafford Town Hall, 1984 Route 174, Skaneateles, New York.

PRESENT: Supervisor Christopher Kozub
Councilors: Christine Fesko, John Hinchcliff, and Charles Parsons
ABSENT: Councilor Hannah Tigh

ALSO PRESENT: Highway Superintendent Jody Fisher
Town Clerk Lisa Valletta
James Gascon – Town Attorney
Thomas Chartrand – Town Accountant

Supervisor Kozub called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

MINUTES

Supt Fisher requested the minutes of the February 13, 2020 Town Board meeting be amended as follows:

replace "Supt Fisher will reach out to the individuals that need to park in that area to resolve the issue."

with: "If someone needs to park in a no parking zone they need to contact the highway superintendent per local law #1-1986."

RESOLUTION 35-2020

Amend February 13, 2020 Town Board Meeting Minutes

On a motion by Supervisor Kozub, seconded by Councilor Parsons the following resolution was PASSED.

	AYES – 4	Kozub, Fesko, Hinchcliff, Parsons
	NAYS – 0	
	Absent – 1	Tigh

Resolved the February 13, 2020 Town Board meeting minutes will be amended as requested and accepted.

CODE OFFICER'S REPORT

Mr. Tanner submitted the following activity report for February/March 2020:

- Permits Issued:
  - 05-20… 2817 Nunnery Road… geothermal replacement
  - 06-20… 1753 Shady Bend Lane… new residence
  - 07-20… 1753 Shady Bend Lane… demolition of residence
  - 08-20,,, 2723 Widewater Lane… interior renovations
  - 09-20,,, 2020 Collard Road… new residence
  - 10-20… 2019 Woodland Lane… demolition of residence

FESKO FARMS, INC PDD PROPOSAL

The applicants and their architect were advised the Town Board is awaiting responses to the questions and concerns raised in May 2019.

RESOLUTION 36-2020

Abstract #3 – General & Highway Funds

On a motion by Councilor Fesko, seconded by Councilor Hinchcliff the following resolution was

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PASSED.	AYES – 4	Kozub, Fesko, Hinchcliff, Parsons
	NAYS – 0	
	Absent – 1	Tigh

General Fund Abstract #3 and Highway Fund Abstract #3 are approved for payment. (Audited abstract totals will be reflected in the April 2020 Town Board meeting minutes.)

ABSTRACT #2 – FEBRUARY 12, 2020

Audited bills for Abstract #2 were as follows:

General Fund	vouchers 36 – 72	$409,358.60
Highway Fund	vouchers 15 – 20	$ 10,325.70

TOWN SUPERVISOR'S REPORT

The Town Supervisor's Report & Statement for February 2020 was read by Accountant Thomas Chartrand and filed.

RESOLUTION 37-2020

Budget Transfers

On a motion by Supervisor Kozub, seconded by Councilor Fesko the following resolution was

PASSED.	AYES – 4	Kozub, Fesko, Hinchcliff, Parsons
	NAYS – 0	
	Absent – 1	Tigh

Resolved the Town Supervisor is authorized to make the following Budget Transfer:

GENERAL FUND

From:	A1990.4	Contingent, Contractual	$ 1,300.00
			$ 1,300.00
To:	A1910.4	Unallocated Insurance, Contractual	$ 1,300.00
			$ 1,300.00

TOWN SUPERVISOR'S REPORT (cont')

A motion to accept the Town Supervisor's Report for February 2020 was made by Supervisor Kozub, seconded by Councilor Hinchcliff. The motion PASSED. AYES – 5, NAYS – 0.

RESOLUTION 38-2020

Annual Financial Report

On a motion by Supervisor Kozub, seconded by Councilor Hinchcliff the following resolution was

PASSED.	AYES – 4	Kozub, Fesko, Hinchcliff, Parsons
	NAYS – 0	
	Absent – 1	

Resolved the Town Clerk is authorized to publish notice of the filing of the Town of Spafford Annual Financial Report for 2019.

RESOLUTION 39-2020

February 2020 Bank Reconciliation

On a motion by Supervisor Kozub, seconded by Councilor Hinchcliff the following resolution was

PASSED.	AYES – 4	Kozub, Fesko, Hinchcliff, Parsons

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NAYS – 0
Absent – 1

Resolved to find a positive audit of the February 2020 bank statement as presented to the Board.

TOWN CAMPUS MODIFICATIONS

Supervisor Kozub will meet with Supt Fisher to discuss the existing issues with water supply, heating, insulation, etc.

BRIDGENY – SPAFFORD LANDING CULVERT PROJECT

BridgeNY is seeking modifications to the submitted application documents. Engineer Doug Miller is working on the amendments. The anticipated start date for the work is now late summer/early autumn of this year.

HIGHWAY REPORT

- Supt Fisher submitted the 2020 Agreement to Spend Highway Funds for the Board's review.
- Supt Fisher asked how funds from equipment sales were handled. Mr. Chartrand explained the Town's budget has a revenue line (DA2665) that reflects the anticipated amount to be realized from the sale of equipment. Once that value is reached, any excess funds from the sale of equipment may be appropriated under Town Board approval, to other budget lines within the Highway budget.

RESOLUTION 40-2020
Value 2018 John Deere 624K Loader

On a motion by Supervisor Kozub, seconded by Councilor Fesko the following resolution was PASSED. AYES – 4 Kozub, Fesko, Hinchcliff, Parsons
NAYS – 0
Absent – 1

Resolved to set a residual value of $155,000.00 on the 2018 John Deere 624K loader.

RESOLUTION 41-2020
Authorize Purchase of 2020 John Deere 624AL Loader with the Trade-In of 2018 John Deere 624K Loader

On a motion by Supervisor Kozub, seconded by Councilor Hinchcliff the following resolution was PASSED. AYES – 4 Kozub, Fesko, Hinchcliff, Parsons
NAYS – 0
Absent – 1

Resolved Supt Fisher is authorized to purchase one 2020 John Deere 624AL loader from Five Star Equipment, Inc. under NYS OGS Contract PC67075 at a cost of $170,133.40; and be it
further RESOLVED, the aforementioned purchase is only authorized with the agreement that Five Star Equipment, Inc. will accept the 2018 John Deere 624K loader as a trade-in with a value of $155,000.00; said value to be applied towards the 624AL loader purchase.

TRANSFER STATION – RETURNABLE CONTAINERS

Supt Fisher located a ready-built trailer for collecting returnable containers at the Transfer Station to benefit the Spafford Food Pantry. The cost of the trailer is $1,700.00. The Board deems the trailer to be one-of-a-kind and any estimates from other vendors are likely to have a greater cost.

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RESOLUTION 42-2020

Returnable Containers Trailer Purchase

On a motion by Supervisor Kozub, seconded by Councilor Parsons the following resolution was PASSED.

	AYES – 4	Kozub, Fesko, Hinchcliff, Parsons
	NAYS – 0	
	Absent – 1	Tigh

Resolved Supt Fisher is authorized to purchase the ready-built trailer for collection of returnable containers at the Transfer Station at a cost of $1,700.00.

HIGHWAY REPORT (cont')

- Spafford Fire District ("SFD") is requesting permission to use the Highway parking lot for a training exercise. The SFD insurance provides liability coverage for such activity.
- The low water supply has been corrected. A broken switch on one of the wells was replaced.
- Supt Fisher requested the Board release the Transfer Station contract for bid as soon as possible. Supt Fisher also recommended amending the bid specifications in regards to contractor's response to equipment failures.
- A $740 credit was provided on the Casella Waste Services bill in recognition of equipment down-time.
- Highway crew has begun spring clean up along the town roads.
- Becker Road, between Stanton Road and Willowdale Road is scheduled for paving this year. Notice of road closure during the work period will be provided.

HIGHWAY SUPT HEALTH INSURANCE

Supt Fisher currently is receiving health insurance coverage under his domestic partner's policy ("the policy"). There was discussion of allowing the budgeted funds for the Highway Supt health insurance to be used towards the premiums of the policy.

Supt Fisher is to present evidence showing he is covered under the policy and the associated premium increase. Once the documentation is received and deemed acceptable, the Town will authorize reimbursement of the policy's premium increase, not to exceed $11,000.00. Supt Fisher will receive Form 1099 for the reimbursed amount.

2020 AGREEMENT TO SPEND HIGHWAY FUNDS

Supt Fisher submitted the 2020 Agreement to Spend Highway Funds as required under the provisions of §284 of NYS Highway Law. The planned roadwork includes paving the far end of Becker Road and Bachar Road along with general road maintenance.

RESOLUTION 43-2020

RESOLUTION 15-2019

2020 Agreement to Spend Highway Funds

On a motion by Supervisor Kozub, seconded by Councilor Hinchcliff the following resolution was PASSED.

	AYES – 4	Kozub, Fesko, Hinchcliff, Parsons
	NAYS – 0	
	Absent – 1	Tigh

Resolved to approve the 2020 Agreement to Spend Highway Funds in the amount of $311,510 as submitted.

BOARD OF ASSESSMENT REVIEW RESIGNATION

David Schoeneck submitted his resignation from the Board of Assessment Review, effective February 1, 2020. A motion was made by Supervisor Kozub, seconded by Councilor Parsons to accept Mr. Schoeneck's resignation. The motion PASSED. AYES – 4, NAYS – 0.

A notice seeking interested applicants for the position is to be published on the Town's website

TOWN CLERK'S CASH REPORT

The Town Clerk's Cash Report for February 2020 was reviewed and filed. A motion to accept the Town Clerk's Cash Report for February 2020 was made by Supervisor Kozub, seconded by Councilor Fesko. The motion PASSED. AYES – 4, NAYS – 0.

ADJOURNMENT

A motion to adjourn the meeting at 8:10 p.m. was made by Councilor Hinchcliff, seconded by Supervisor Kozub. The motion was carried unanimously.

Respectfully submitted by,

Next meeting to be held
Thursday, April 9, 2020 @ 7 p.m.
@ Spafford Town Hall

Lisa M. Valletta
Town Clerk
Town of Spafford

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