

The Town Board of Spafford assembled at the Spafford Town Hall, 1984 Route 174, Skaneateles, NY with Supervisor Mary Bean presiding and the following Board members present:

Councilor Chris Fesko, Councilor Lou Hanlon, Councilor Jeff Ireland and Councilor Dave Venezia.

The following Town Officers were present: Deputy Town Clerk Kim Read, Code Enforcement Officer Howard Tanner, and Accountant Thomas Chartrand. Highway Superintendent Carl Wiers was absent. Supervisor Mary Bean called the meeting to order at 7:04 p.m. The Pledge of Allegiance was recited.

ORGANIZATIONAL ITEMS

The Town Board reviewed the following Organizational Items for 2015.

Audit financial records of the Town Clerk, Town Justice, and Tax Collector for previous year.

---Continue to follow current policies: Procurement; Investment; Equal Opportunity Employment; Sexual Harassment; and Internet Usage.

---Location, day, and time of Town Board meetings (Spafford Town Hall, 2nd Thursday of each month @ 7 p.m. unless otherwise noted and published)

---Designate Official Town Newspaper Skaneateles Press with the use of The Post Standard when deemed necessary.

---Appoint Town Attorney Scott Chatfield

---Appoint Town Accountant: Chartrand Accounting Services

---Appoint Deputy Town Supervisor with authority to sign checks and made deposits as needed when Town Supervisor is unavailable: Councilor Christine Fesko

---Appoint Town Constable: Thomas Adessa

--- Allow the Town Supervisor 60 days from January 1 of this year to file annual report with the office of the State Comptroller and with the Town Clerk. The report will be prepared by the accountant.

---NBT Bank of Cortland as Official Town Repository and as initial repository of collected moneys by the Town Clerk and Town Justice and Tax Collector.

--- Authorize Supervisor to invest idle funds into interest bearing accounts at NBT Bank of Cortland

---Salaries for:

Supervisor:	\$ 10,000
Councilmen:	\$ 5,800 (4 @ \$1,450.00 each)
Justice:	\$ 7,000
Justice Clerk:	\$ 5,000
Town Clerk:	\$16,950
Deputy Town Clerk:	\$ 3,310
Tax Collector:	\$ 5,080
Assessor:	\$26,660
Highway Superintendent:	\$51,720
Code Enforcement Officer	\$20,000
Codes Enforcement Clerk:	\$ 6,600
Zoning Board Clerk:	\$ 12.65/hr
Planning Board Clerk:	\$ 12.65/hr
Transfer Station Attendant:	\$ 12.58/hr
Custodian:	\$ 2,130
Dog Control Officer:	\$ 1,400
Town Constable	\$ 18/hr

---Pay scale for Highway employee's \$18.96/hour for full-time employees (per union contract)

--- Highway employees to contribute 3% of health insurance premium.

---Allow Town Supervisor to purchase postage as needed for Town correspondence, payment of invoices, and postage for the Town Tax Collector

---Town Supervisor to pay Town telephone and electric bills as received, and in advance of claim.

---Town Supervisor to pay Health insurance bills as received, and in advance of claim.

---Annual appointments:

Code Enforcement Officer *Howard Tanner*

Building/Codes Clerk *Kimberly Read*

Dog Control Officer *William Burns*

Chair of Zoning Board of Appeals *Kathryn Bragg- Adams*

Zoning Board of Appeals secretary *Kimberly Read*

Chair of Sub Division/Planning Board *Chad Marsh*

Planning Board secretary *Kimberly Read*

Court Clerk *Christina Castle*

Caretakers for Borodino Cemetery, Spafford Cemetery, and Cold Brook Valley Cemetery and set pay rate not to exceed \$300/year

Borodino – Margaret Ireland Spafford – Merrill Clark Cold Brook Valley – James Clark

T/Hall custodian *Kimberly Read*

Ethics Committee: *Chair: Councilor Venezia – has requested not to be re-appointed*
The other members are interested in re appointment: Deb Hole, Joyce Larrison, William Hier and Sandra Weigel.

Town Historian *Spafford Area Historical Society*

---Appoint Zoning Board of Appeals member *Mark Fohs – new term thru January 15, 2020*

---Appoint Sub Division/Planning Board member *Diane Dolcemascolo – new term thru January 15, 2020*

---Designate polling places District #1(Spafford Town Hall) & District #2 (Spafford Town Hall)

---Purchase of heating oil, crushed stone, salt, gasoline, diesel fuel, tires and asphalt emulsion under county cooperative bid. Also use of NYS contracts where appropriate.

---Allow Highway Superintendent to purchase small tools up to a cost of \$500.00.

---Mileage rate for Town Employees, \$0.575, pay lunch cost for employees while attending meetings
(IRS rate for 2015 is \$0.575 per mile)

---Pay Town Supervisor cell phone stipend (\$40) for use of personal cell phone for Town business

--- Town Board authorization prior to attendance for reimbursement for additional classes, meetings, seminars, etc. outside a specified radius.

---Pay Chairpersons of Planning Board and Zoning Board of Appeals \$50.00 per meeting attended.

--- Pay members of Planning Board and Zoning Board of Appeals \$25.00 per person, per meeting attended.

---Pay Board of Assessment Review members \$40.00 per person per day attended.

---Retirement System standard as a 6 hour workday

--- Set returned check fee at \$20.00 per check.

Councilor Jeff Ireland stated that Margaret Ireland has resigned as caretaker for the Borodino Cemetery.

Councilor Dave Venezia stated to the Board that he has resigned from the chair of the Ethics Committee.

Supervisor Mary Bean stated that the Town Board will solicit a replacement for Councilor Dave Venezia for the current Ethics Committee to continue.

RESOLUTION 1-2015

On a motion by Councilor Chris Fesko, seconded By Supervisor Mary Bean the following resolution was PASSED AYES-5 Bean, Ireland, Fesko, Hanlon, Venezia
NAYES-0

Resolved to adopt the foregoing Organizational Items for the Town of Spafford for the year 2015 with noted changes.

REGULAR MEETING

MINUTES

A motion to accept the minutes of the December 11, 2014 Town Board meeting was made by Councilor Fesko, seconded by Councilor Dave Venezia.

The motion PASSED AYES-5 Bean, Fesko, Ireland, Venezia, Hanlon
NAYS-0

RESOLUTION 2-2015

Audit of Claims

On a motion made Councilor Jeff Ireland, seconded by Councilor Chris Fesko the following resolution was

PASSED AYES-5 Bean, Fesko, Hanlon, Venezia, Ireland
NAYS-0

Resolved to approve payment of the General Fund and Highway Fund Bills on Abstract #1 (audited abstract totals to be included February 2015 minutes).

ABSTRACT #1-December 11, 2014

Audited bills for Abstract #1 as follows:

General Fund	vouchers	391-433	\$ 26,857.25
Highway Fund	vouchers	152-166	\$ 11,413.10
SOAWD Fund	voucher	6	\$ 100.00

RESOLUTION 3-2015

WeCare Waste & Recycling Services Invoice

On a motion by Supervisor Mary Bean, seconded by Councilor Chris Fesko the following resolution was

PASSED Ayes-5-0 Bean, Ireland, Venezia, Fesko, Hanlon.
NAYS-0

Resolved to pay WeCare bill upon receipt and reconciliation by Town Clerk.

Highway Projects

Brief discussion on Moon Hill project, DEC Permits for Spafford Creek. Supervisor Mary Bean will discuss with Highway Superintendent Wiers.

CODE ENFORCEMENT OFFICER
ACTIVITY FOR DECEMBER 2014/JANUARY 2015

PERMITS

- 82-14-Dickinson-1679 Littlehales Road-New Foundation
- 01-15-Frost-2080 Willowdale Road-Alterations to second floor apartment
- 02-15-Bongiovanni-2765 Hardscrabble Point-New Addition

C/C issued:

- 58-14- Jim Walsh-2232 Glen Cove Road-Garage

- 1) Year End Report (2014) filed with New York State
- 2) Update on abandoned buildings
- 3) Fire inspection notices will be sent by end of month

CEO Howard Tanner suggested the Town Board might want to consider appointing alternates for the Planning Board and Zoning Board of Appeals due to quorum issues.

A motion to accept the Report as presented was made by Supervisor Mary Bean, seconded by Councilor Chris Fesko.

The motion PASSED AYES-5 Bean, Fesko, Ireland, Venezia, Hanlon
NAYS-0

RESOLUTION #4-2015

PROPOSED FEE SCHEDULE FOR SUBDIVISION/PLANNING BOARD

CEO Howard Tanner presented to the Board a new fee schedule for the Subdivision/Planning Board. The increase would help cover cost associated with Subdivision/Planning Board activity.

Lot/Boundary Line Adjustment	\$250.00
Subdivision	\$500.00
Per Lot Fee	\$100.00

17, 2015 in New York City. The motion was PASSED AYES 5-0 Bean, Fesko, Ireland, Venezia, Hanlon NAYS-0

RESOLUTION #8-2015
REPRESENTATIVE FROM THE TOWN OF SPAFFORD FOR AOTSNT
CONFERENCE

A motion was made by Councilor Chris Fesko, seconded by Supervisor Mary Bean to designate Kathy Adams as representative for the Town of Spafford at the AOTSNY business meeting to be held during the conference.

The motion was PASSED AYES 5-0 Bean, Fesko, Ireland, Venezia, Hanlon
NAYS 0

RESOLUTION #9-2015
OFFICIAL UNDERTAKING

Supervisor Mary Bean made the motion that certain elected and appointed officials will faithfully perform and discharge the duties of their offices, and will promptly account for and pay over all moneys or property received as a Town Official, in accordance with the law. Seconded by Councilor Chris Fesko.

The motion PASSED AYES 5-0 Bean, Fesko, Ireland, Venezia, Hanlon
NAYS 0

Town Attorney Scott Chatfield arrive at 8:30 p.m.

WETLAND

The Board discussed with Scott Chatfield the possibility of him researching what can and cannot be done regarding the wetland. Discussion was tabled until the next board meeting.

ADJOURNMENT

A motion to adjourn the meeting at 9:00 p.m. was made by Councilor Chris Fesko, seconded by Supervisor Mary Bean. The motion was carried unanimously.

Respectfully submitted by

Kim Read
Deputy Town Clerk
Town of Spafford

Next meeting to be held
Thursday, February 12, 2015 @ 7 p.m.
@ Spafford Town Hall