

At 7:00 p.m. Supervisor Webb A. Stevens called to order the meeting of the Spafford Town Board. Councilors Bill Vinzant, Richard Fesko, Ken Lieberman and Merrill Clark were present. Highway Superintendent Carl Wiers, Accountant Thomas Chartrand, Town Clerk Lisa Valletta, and Building Inspector Doug Staley were also present. The Pledge of Allegiance was recited.

HIGHWAY SUPERINTENDENT’S REPORT

- All the sand and salt has been received and mixed for the winter.
- Waiting for the bulldozer from Town of Skaneateles for the parking lot project.
- The larger compactor has been installed at the Transfer Station.
- Requesting a transfer of funds from Highway to Snow to cover the increased costs for snow removal.
- Highway Superintendent Carl Wiers may be undergoing surgery in the near future. Mike Catherman is the Deputy Highway Superintendent and will manage the Highway Department. The Town Clerk has agreed to process the bills for the Highway Department and submit time sheets to the accountant.

A motion to accept the Highway Superintendent’s Report was made by Councilor Clark, seconded by Councilor Lieberman. The motion PASSED. AYES – 5, NAYS – 0.

SEPTEMBER TOWN BOARD MINUTES

A motion to accept the minutes of September 13, 2007 Town Board meeting as submitted by the Town Clerk was made by Councilor Vinzant, seconded by Councilor Fesko. The motion PASSED. AYES – 5, NAYS – 0.

RESOLUTION 101-2007

Audit of Claims

On a motion by Councilor Clark, seconded by Councilor Fesko the following resolution was PASSED
AYES – 5 Stevens, Vinzant, Fesko, Lieberman, Clark
NAYS – 0

Resolved the bills on Abstract #9, be paid in the following amounts:

General Fund	#296 through # 333	\$ 41,106.66
Highway Fund	#150 through # 165	\$64,417.95

(Highway Fund includes Machinery & Snow bills when applicable).

RESOLUTION 102-2007

Water District Expenses

On a motion by Councilor Fesko, seconded by Councilor Lieberman the following resolution was PASSED
AYES – 5 Stevens, Vinzant, Fesko, Lieberman, Clark
NAYS – 0

Resolved subject to approval by the Town Board of Marcellus and the Town Board of Otisco the bills in relation to the establishment of the Spafford Area Water District are to be paid in the following amounts:

Capital Fund	#43 through #45	\$63,361.13
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TOWN SUPERVISOR'S MONTHLY REPORT & STATEMENT

Accountant Thomas Chartrand reviewed the September 2007 Town Supervisor's Report. Two refunds were received: \$4.38 from USA Mobility for the returning the pagers; and \$128.70 from Eastern Shore Associates. The latest Revenue Sharing received brings the total to about \$1,000 over the anticipated amount. A portion of the CHIPS funds have been received. Expenses are as expected for this time of year.

BUDGET TRANSFERS

Mr. Chartrand suggested budget transfers be made to allow payments to the appraisal company and to cover the additional hours for the Zoning Board of Appeals secretary. Mr. Chartrand provided an outline of the recommended budget transfers:

HIGHWAY FUND

From	DA5110.4	Repairs, Contractual	\$20,000.00
			<u>\$20,000.00</u>
To	DA5142.2	Snow Removal, Contractual	\$20,000.00
			<u>\$20,000.00</u>

GENERAL FUND

From	A1355.2	Assessor, Equipment	\$40,000.00
	A8020.4	Planning, Contractual200.00
			<u>\$40,200.00</u>
To	A1355.4	Assessor, Contractual	\$40,000.00
	A8010.1	Zoning, Personal Services200.00
			<u>\$40,200.00</u>

RESOLUTION 103-2007

Budget Transfers

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

AYES – 5 Stevens, Vinzant, Fesko, Lieberman, Clark
NAYS – 0

Resolved to authorize the following budget transfers:

HIGHWAY FUND

From	DA5110.4	Repairs, Contractual	\$20,000.00
			<u>\$20,000.00</u>
To	DA5142.2	Snow Removal, Contractual	\$20,000.00
			<u>\$20,000.00</u>

GENERAL FUND

From	A1355.2	Assessor, Equipment	\$40,000.00
	A8020.4	Planning, Contractual200.00
			<u>\$40,200.00</u>

To	A1355.4	Assessor, Contractual	\$40,000.00
	A8010.1	Zoning, Personal Services200.00
			<u>\$40,200.00</u>

TOWN SUPERVISOR'S MONTHLY REPORT & STATEMENT

A motion to accept the Town Supervisor's Monthly Reports & Statement as presented was made by Councilor Fesko, seconded by Councilor Lieberman. The motion PASSED. AYES – 5, NAYS – 0.

VERIZON ESCROW ACCOUNT

The sole and final bill was received from Radio Frequency Consultant William Johnson. After remitting payment, there will be a balance in the escrow account established by Verizon Wireless Communications. The remaining funds need to be returned to Verizon.

RESOLUTION 104-2007

Verizon Escrow Account

On a motion by Councilor Vinzant, seconded by Councilor Lieberman the following resolution was PASSED

AYES – 5	Stevens, Vinzant, Fesko, Lieberman, Clark
NAYS – 0	

Resolved to return the balance in the Verizon Wireless Communications escrow account to Verizon Wireless Communications.

SOAWD

The bills received this evening exceed the remaining funds in the Bond Anticipation Note. Mr. Chartrand will pursue access to the NYS Environmental Facilities Corporation loan to satisfy the amount billed and future billing.

RESOLUTION 105-2007

End Of Year Payroll

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

AYES – 5	Stevens, Vinzant, Fesko, Lieberman, Clark
NAYS – 0	

Resolved to move the December 31, 2007 payroll to December 13, 2007.

TOWN CLERK'S REPORT

A motion to accept the Town Clerk's September Cash Report as presented was made by Councilor Fesko, seconded by Councilor Lieberman. The motion PASSED. AYES – 4, NAYS – 0.

GRANGE RESTORATION PROJECT

A notice of work order change was presented to the Town Board for review and approval. The heating system contract was originally set at a total cost of \$55,000. With the presented change order, the total cost would be reduced to \$53,650.

RESOLUTION 106-2007

Grant Restoration Heating System Change Order

On a motion by Councilor Vinzant, seconded by Councilor Clark the following resolution was
PASSED AYES – 5 Stevens, Vinzant, Fesko, Lieberman, Clark
NAYS – 0

Resolved to authorize Supervisor Stevens to sign the change order for the heating system contract for the Grange Restoration project.

NOTICE SUBSTANTIAL COMPLETION

A notice of substantial completion was also received for the heating system contract on the Grange Restoration project. Building Inspector Doug Staley informed the Town Board that no inspections have been done on the work.

RESOLUTION 107-2007

Notice of Substantial Completion

On a motion by Councilor Fesko, seconded by Councilor Vinzant the following resolution was
PASSED AYES – 5 Stevens, Vinzant, Fesko, Lieberman, Clark
NAYS – 0

Resolved the Town Board of the Town of Spafford does hereby authorize Supervisor Stevens to sign the Notice of Substantial Completion for the heating system contract on the Borodino Grange Restoration project after the work passes an inspection by Building Inspector Doug Staley.

RESOLUTION 108-2007

APPLICATION TO NYS OFFICE OF CHILDREN & FAMILY SERVICES, ONON CNTY DEPT OF AGING AND YOUTH, SYR/ONON CNTY YOUTH BUREAU

On a motion by Councilor Lieberman, seconded by Councilor Vinzant the following resolution was
PASSED AYES – 5 Stevens, Vinzant, Fesko, Lieberman, Clark
NAYS – 0

Resolved, the Town Board of the Town of Spafford does hereby approve submission to New York State Office of Children & Family Services, Onondaga County Department of Aging and Youth, Syracuse/Onondaga County Youth Bureau for State Aid to assist funding of the 2008 youth program.

TOWN JUSTICE JEROME SCHINAMAN

Town Justice Schinaman presented the following report to the Town Board on the review of town and village justice court system by the Office of Court Administration.

In June, 2006 a top to bottom review of the town and village justice court system was initiated by the Office of Court Administration. In November, 2006 an Action Plan was proposed to enhance the efficiency and effectiveness of town and village justice courts. In the interim the New York Times published a series of articles critical of the Justice Court System.

Town and Village Justice Courts are part of the Unified Court System, but they are funded and administered by the localities, rather than the State. Therefore, they operate without the oversight of the New York State Judiciary and Office of Court Administration, which supervises the operation

and administration of all state-paid trial courts. Additionally, the State Constitution does not require the justices be lawyers, of the 2000 sitting justices in New York State 72% are not members of the bar.

The Action Plan is designed to strike a balance between providing the support necessary to achieve effective and efficient delivery of court services while respecting the unique nature of Town and Village Courts. In other words, improve effectiveness of the Courts within their existing framework. The State judiciary budget for 07-08 included \$10 million to support this initiative.

Action Plan focus areas:

➤ Justice Court Operations and Administration

- ◆ Equip justice courts with essential technology and equipment, e.g., computers, case management software, printers and credit card machines, and integrate Justice Courts into the State Judiciary's e-mail and database system.
- ◆ Mandate recording of Justice Court proceedings and provide a recording machine.
- ◆ Appoint a Supervising Judge in each judicial district to coordinate resources and trouble shoot problems

➤ Auditing and Financial Control

- ◆ Require Justice Courts to transmit monthly revenue reports to State Comptroller electronically.
- ◆ Develop financial control best practices for Justice Courts.
- ◆ Require local government to submit to the Office of Court Administration copies of their annual Justice Court audit and expand State auditing of Justice Court operations.

➤ Education and Training

- ◆ Increase current "basic" training for non-attorney justices from one week to seven weeks of in-class and at-home training.
- ◆ Establish dual tract training program based upon judges level of expertise, increase remote training and expand simulation and other forms of active training.
- ◆ Establish Justice Court Institute, a year round, centrally located training center for justices and court clerks.

➤ Facility Security and Public Protection

- ◆ Conduct a professional security assessment of each Justice Court facility.
- ◆ Issue best security practice for Justice Courts.
- ◆ Increase annual funding for the Justice Court Assistance Program to \$5 million (from current \$1 million) and allow localities to apply for capital grants to upgrade Justice Courts security. Provide up to \$30,000 per grant application.

The Town Board discussed the review with Justice Schinaman.

EXECUTIVE SESSION

Supervisor Stevens explained the Town Board needed to conduct an executive session to discuss Building Inspector Doug Staley's upcoming contract renewal and job performance.

A motion to enter into executive session was made at 7:45 p.m. by Councilor Lieberman, seconded by Councilor Vinzant. The motion PASSED. AYES – 5, NAYS – 0.

A motion to close the executive session was made at 8:45 p.m. by Councilor Vinzant, seconded by Councilor Fesko. The motion PASSED. AYES – 5, NAYS – 0.

SPAFFORD LANDING CULVERT

Councilor Clark spoke with property owners Ling Wang and Pierre Beaudry regarding the Right of Entry Agreement prepared by the Town of Spafford attorney. They have presented the document to their attorney, once they receive his approval Ms. Wang will sign.

The Board discussed the culvert project. The existing culvert will remain in place; the new culvert will be installed next to it.

The question was raised: what pipe diameter was referenced in the bid compared to the pipe diameter in the estimate. The estimate was for a 42 inch diameter pipe; the bid included a 30 inch diameter pipe. There was a discussion of how to resolve the discrepancy. It is presumed the cost of the project will increase if the diameter of the pipe increases. Supervisor Stevens will contact the engineer at Barton & Loguidice that prepared the estimate. If the larger pipe is required, LakeCountry Construction & Contour will need to be contacted to prepare an addendum to the bid.

A special meeting of the Town Board will be called, if needed, to review the addendum and how to proceed.

Adjournment

On a motion by Councilor Vinzant, seconded by Councilor Lieberman the meeting adjourned at 9:08 p.m. subject to the Call of the Town Clerk. Carried unanimously.

Respectfully submitted by,

Next meeting to be held
November 8, 2007 @ 7 p.m.
@ Spafford Town Hall

Lisa M. Valletta
Town Clerk
Town of Spafford