

The Town Board of the Town of Spafford assembled at the Spafford Town Hall, 1984 Route 174, Skaneateles, New York with Supervisor Webb A. Stevens presiding and the following Board members present: Councilor Jeff Ireland, Councilor Merrill Clark and Councilor Rick Fesko. Councilor Ken Lieberman was absent.

The following Town Officers were present: Deputy Town Clerk Kim Read, Highway Superintendent Carl Wiers, Accountant Thomas Chartrand, and Code Enforcement Officer Kim Fairchild. Supervisor Stevens called the meeting to order at 7:05 p.m. The pledge of Allegiance was recited.

ORGANIZATIONAL AGENDA FOR 2011

--Audit Town Clerk's books for previous year

---Audit Justice books 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 each month, 7 p.m. unless otherwise noted and published)

---Designate Official Town Newspaper as Skaneateles Press; Town Board authorization needed to advertise additionally in the Skaneateles & Tully Pennysaver.

---Appoint Town Attorney *Hiscock & Barclay*

---Appoint Town Accountant *Thomas Chartrand Accounting Services*

---Appoint Deputy Town Supervisor with authority to sign checks and made deposits as needed when Town Supervisor is unavailable. – Ken Lieberman

--- 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.

---Alliance Bank of Cortland as Official Town Repository and as initial repository of collected monies from the Town Clerk and Town Tax Collector. Partners Trust Bank as the initial repository of collected monies from the Town Justice.

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

---Salaries for:

Supervisor:	\$ 7,770
Councilmen:	\$ 5,800 (4 @ \$1,450.00 each)
Justice:	\$ 4,500
Justice Clerk:	\$ 3,000
Town Clerk:	\$15,300
Deputy Town Clerk:	\$ 2,800
Tax Collector:	\$ 3,000
Assessor:	\$25,000
Highway Superintendent:	\$48,500
Code Enforcement Officer	\$20,000
Codes Enforcement Clerk:	\$ 6,120
Zoning Board Clerk:	\$ 12.00/hr
Transfer Station Attendant:	\$ 11.75/hr
Custodian:	\$ 2,000
Dog Control Officer:	\$ 1,350
Website Clerk	\$ 1,000
Deputy Tax Collector	\$ 15.00/hr

---Pay scale for Highway employees \$17.60/hour for full-time employees *per union agreement*

--- Highway employees to contribute 3% of health insurance premium. *per union agreement*

---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:

Codes Clerk	<i>Kim Read</i>
Dog Control Officer	<i>Bill Burns</i>
Town Historian	<i>Barb Shoemaker</i>
Chair of Zoning Board of Appeals	<i>Chris White</i>
Zoning Board of Appeals secretary	<i>Kim Read</i>
Chair of Sub Division/Planning Board	<i>Les Morton</i>
Planning Board secretary	<i>Kim Read</i>
Chair of Ethics Committee: Councilmember	<i>Rick Fesko</i>
Ethics Committee	<i>Joyce Larrison</i>
	<i>Matt O'Brien</i>
	<u><i>Vacancy to be filled</i></u>
Court Clerk	<i>Amanda Whitten</i>
Code Enforcement Officer	<i>Kim Fairchild</i>

Caretakers for Borodino Cemetery and Spafford Cemetery and set pay rate

Borodino - Gordon Ireland Spafford - Rose Clark pay not to exceed \$300 per year
T/Hall custodian Kim Read

---Appoint Zoning Board of Appeals member *John Marshall term thru January 15, 2016*

---Appoint Sub Division/Planning Board member *Steve Thayer term not to exceed July 1, 2011*

---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, (\$0.51), pay lunch cost for employees while attending meetings

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

---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.

Deputy Town Clerk Kim Read announced that the Association of Towns of the State of New York would be holding their annual training and meeting this year at the Hilton New York Towers, New York City, February 20-23, 2011. This training is for town officials. Anyone that is interested will need town approval prior to the training.

A motion to accept the organizational agenda was made by Councilor Ireland, seconded by Councilor Clark. Carried 4-0.

HIGHWAY SUPERINTENDENT'S REPORT

Superintendent Carl Wiers stated that the new highway pick-up truck would not be ready for a least another week. He also stated that there had been a lot of break downs on equipment the past month.

A motion to accept the Report was made by Councilor Clark, seconded by Councilor Fesko. Carried 4-0.

MINUTES

A motion to accept the minutes of December 9, 2010 Town Board meeting as submitted was made by Councilor Fesko, seconded by Councilor Clark. Carried 4-0.

RESOLUTION 1-2011

Audit of Claims

On a motion made by Councilor Ireland, seconded by Councilor Clark the following resolution was PASSED AYES-4 Stevens, Fesko, Clark, Ireland
NAYS-0

Resolved approve payment of the GENERAL FUND and HIGHWAY FUND bills on ABSTRACT #1, (Audited abstract totals to be included in February 2011 minutes)

Audited bills for Abstract #12 were as follows:

General Fund	vouchers 380-408	\$19,996.86
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Highway Fund	vouchers 173-184	\$17,314.63
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(Highway fund includes Machinery & Snow bills when applicable)

Capitol Fund	voucher 27	\$1,012.72
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RESOLUTION 2-2011

Water District Expenses

On a motion made by Councilor Fesko, seconded by Councilor Ireland the following resolution was PASSED AYES-4 Stevens, Fesko, Clark, Ireland
NAYS-0

Resolved subject to approval by the Town board of Marcellus and the Town Board of Otisco the bills on Abstract #1 in relation to the Spafford Area Water District are to be paid,(audited abstract total to be included in February 2011 minutes).

TOWN SUPERVISOR'S MONTHLY REPORT & STATEMENT

Town Supervisor's monthly report and Statement of Receipts and Payments for December 2010 was read by Accountant Thomas Chartrand and filed. A motion to accept the Town Supervisor's Monthly Reports & Statement as presented was made by Councilor Clark, seconded by Councilor Fesko. Carried 4-0.

TOWN CLERK'S REPORT

Town Clerk's Report and Statement of Receipts and Payments for December 2010 was read. A motion to accept the Report as presented was made by Councilor Fesko, seconded by Councilor Clark. Carried 4-0.

CODE ENFORCEMENT OFFICER'S REPORT

Code Enforcement Officer's Report for December 2010.

- Three building permits were issued.
- Three C/O's issued.
- Two fire safety inspections-good conditions
- Two stop work orders
- Request payment of \$175.00 for training for required 24 hour certification for 2012.

A motion to accept the Code Enforcement Officer's report was made by Councilor Ireland, seconded by Councilor Clark. Carried 4-0.

RESOLUTION 3-2011

December 2010 Bank Reconciliation

On a motion by Councilor Ireland, seconded by Councilor Clark.

PASSED. AYES-4 Stevens, Fesko, Clark, Ireland.
NAYS-0

Resolved to find a positive audit of the December 2010 bank statements presented by Mr. Chartrand.

RESOLUTION 4-2011

SOUTHERN HILLS PRESERVATION

On a motion by Councilor Ireland, seconded by Councilor Fesko the following resolution was PASSED AYES 4 Steven, Fesko, Clark, Ireland.
NAYS 0

Resolved to contribute \$700.00 to Southern Hills Preservation.

PUBLIC COMMENTS

Ranjini Govender (2443 East Lake Road) approached the board regarding concerns of erosion from Collard Road. Supervisor Stevens stated that he had taken photographs of the road and surrounding areas during a rain storm on December 1, 2010. The photos showed that during the storm the drain leading down toward the lake from Collard Road was handling the water flow. Mr. Stevens also stated that he spoke with the town attorney.

Councilor Ireland stated that the town did not create the problem.

Supervisor Stevens stated that the town was not obligated to fix the property and the board has made their decision regarding the issue.

Brad Haines (1252 Woodworth Road) approached the board with a petition from concerned citizens regarding the Marcheterre properties. Mr. Haines stated that the Marcheterre properties did not affect the standard or the quality of life in any way and felt that the town should no longer spend tax money on this matter.

Supervisor Stevens stated that the zoning laws need to be used and enforced. If the properties are not maintained then the problem comes back to the town to deal with.

Supervisor Stevens thanked Mr. Haines for his contribution.

RESOLUTION 5-2011

SUBDIVISION REGULATIONS

Supervisor Stevens stated that a draft of the revised subdivision regulations will be submitted to the County for their review. A public hearing will held. The planning board has agreed to be present and answer any questions that the public may have.

On a motion by Councilor Ireland, seconded by Councilor Fesko the following resolution was PASSED
AYES-4 Stevens, Fesko, Clark, Ireland
NAYS-0

Resolved to send the final draft of the subdivision regulations to the County and to hold a public hearing on March 3, 2011 at the Spafford Town Hall at 7:00 p.m.

A moment of silence for the passing of William F. Walsh was held at Councilor Ireland's request.

UNION

Supervisor Stevens stated that the union agreement has been signed.

A motion by Councilor Ireland, seconded by Councilor Fesko to adjourn the meeting. Carried 4-0.

Meeting adjourned at 8:15 p.m.

Respectfully submitted by,

Kim Read
Deputy Town Clerk
Town of Spafford

Next meeting to be held
February 10, 2011 @7 p.m.
@Spafford Town Hall