

RICHMOND TOWN BOARD
REGULAR MEETING
RICHMOND TOWN HALL
PUBLIC HEARING RIGHT-TO-FARM-LAW
8690 MAIN STREET
HONEOYE, NY 14471
TUESDAY, AUGUST 14, 2012/7:00 PM

Supervisor Ralph Angelo
Council Member Gary Hubble (necessarily absent)
Council Member Stephen Barnhoorn
Council Member Thomas Gendreau
Council Member John Chrisman

15 Residents and guests

7:00 PM

Supervisor Angelo called the meeting to order.

Privilege of the floor:

Resident Len Garth

Mountainview Drive

Mr. Garth asked the Board to address the water situation regarding his property. The Board said it would be addressed in Executive Session.

Resident David Mitchell

5346 Burns Point

Mr. Mitchell asked if funding for the East Lake Rd. Water District Extension had been pursued through Rural Development. He had heard that nothing was being done on the project. Supervisor Angelo stated that the NYS Comptroller has not given us the go ahead yet. Everything has been submitted and we are right on track.

HVA Member Ed Jackson

The Honeoye Valley Association is having a food drive for the Food Pantry on Labor Day Weekend.

There has been a leadership change in the HVA. The new chair will attend next month's Town Board Meeting.

Mr. Jackson presented a glossy color newsletter from a small town in Europe used to keep residents up to date on town events. He asked the Board to consider a quarterly newsletter to communicate with residents.

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Resident Mark Connors

Ashley/White Roads Proposed Water District

Mr. Connors asked if the proposed water district is dead or is the town looking into financing. The Board stated it is dead until residents pursue it again. There are attractive interest rates right now as well as potential grant money.

Council Member Barnhoorn motioned to approve the minutes from the July 10, 2012 Town Board Meeting.

Council Member Gendreau 2nd.

All in favor.

Council Member Barnhoorn motioned to approve Abstract 07 2012.

Council Member Gendreau 2nd.

All in favor.

Code	Voucher #s	Fund	Prepays	Unpays	Totals
A	1311-1351	GENERAL FUND	\$ 4,795.02	\$ 17,781.70	\$ 22,576.72
DA	2115-2142	HIGHWAY	\$ 2,198.33	\$ 74,087.99	\$ 76,286.32
SL	5003	STREET LIGHT DISTRICT		\$ 498.23	\$ 498.23
SW	3133-3154	HONEOYE WATER DISTRICT	\$ 11,368.92	\$ 23,011.96	\$ 34,380.88
SW1	3133-3155	SHETLER RD WATER DISTRICT	\$ 178.25	\$ 3,185.22	\$ 3,363.47
SF		RICHMOND FIRE DISTRICT			
			\$ 18,540.52	\$ 118,565.10	\$ 137,105.62

Planning Board

Chairman Ed Jackson

It was a quiet July meeting; Chairman Jackson was out of town. There was one application for a change of use variance. At the August meeting there will be a Public Hearing. Amendments to the Ch. 101 Building Code will be considered.

Council Member Gendreau asked for an update on the Honeoye Valley Association. Chairman Jackson said that the annual meeting was the second Saturday in July. 93 people attended and it was the best attendance in 5 or 6 years. There is a renewed interest in the Association.

There is increased involvement in the Watershed Task Force. Terry Gronwall is the new Chair. He has been very involved in the HVA, the Aquatic Plant Program, and is an active lake user.

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Zoning Board of Appeals

Council Member Barnhoorn motioned to appoint Larry Coon to the Zoning Board of Appeals.
Council Member Gendreau 2nd.
All in favor.

Council Member Barnhoorn motioned to readvertise for the remaining opening on the Ethics Committee and an alternate.
Council Member Gendreau 2nd.
All in favor.

Highway Department

Superintendent Thomas E. Fleig

There were two meetings on the need for a permit to be issued from the DEC to clean out the creek. One meeting was with Assemblyman Sean Hanna and the other was with Senator Patrick Gallivan. Superintendent Fleig asked both representatives for letters to support the Town's request to the DEC for a permit to clean out the creek. Both representatives are aware of the serious flooding issues the Town has and the shallowness of the creek.

Regarding leasing the Regional International truck, Superintendent Fleig provided the Board with documentation and lease figures. He explained his position regarding purchasing equipment as opposed to leasing equipment, resulting in substantial savings on interest. There was discussion on this issue as well as the reasons for purchasing a truck at this time. Superintendent Fleig cited major maintenance costs on older trucks and the fact that two of the Highway vehicles are no longer made.

Council Member Chrisman motioned to purchase the truck with no lease.
Discussion ensued. Council Member Gendreau will vote no because Tenco is a local company and Superintendent Fleig chooses to outfit the truck with Viking equipment. Superintendent Fleig gave specific examples of Tenco equipment failure, supporting his position.

Council Member Barnhoorn 2nd.

Council Member Barnhoorn	Aye
Council Member Gendreau	Nay
Council Member Chrisman	Aye
Supervisor Angelo	Aye

Motion carried.

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Superintendent Fleig would like approval to replace car #1 as budgeted. Estimated cost would be \$22-25,000 base cost before equipment is added.
Council Member Chrisman asked for specific figures.

**Town of Richmond
Town Board Resolution
08 2012 38**

Resolution Accepting the Bid received from All County Construction, for the Total Bid Amount of \$72,223.10, and Awarding the Contract to them:

WHEREAS, the Town Board of the Town of Richmond Highway Department requires certain work to be performed during construction of the **Town of Richmond Wesley Road Bank Protection Project**, and

NOW, THEREFORE, BE IT RESOLVED, based on the bids submitted for a contract to perform certain work on the Project, to **Accept the Bid received from All County Construction, for the Total Bid Amount of \$72,223.10, and Award the Contract to them.**

The question of the adoption of the foregoing was duly put to a roll call vote, performed by Linda A. Grace, Richmond Town Clerk, which resulted as follows:

Motion: Council Member Barnhoorn

Second: Council Member Gendreau

Voting:

Council Member Hubble	NA
Council Member Barnhoorn	Aye
Council Member Gendreau	Aye
Council Member Chrisman	Aye
Supervisor Angelo	Aye

Discussion ensued regarding funding this project which will be reimbursed substantially by FEMA. There is money in the Highway Fund Balance. By permissive referendum, money can be removed for this and to purchase the truck.

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Superintendent Fleig requested that a committee be formed to find a solution for the deteriorating salt barns. Council Members Gendreau and Barnhoorn volunteered to join Highway Superintendent Fleig on the committee.

There was general discussion about the old school building and whether it should be repaired or torn down.

The pipe in front of Sally Blackmer's residence was fixed. She was happy with the work.

High bid for the mower placed on Auctions International was \$6045. Kevin Armstrong from the Town of Walton offered \$6500.

While it is less than the original goal of \$10,000, it is much better than the original high bid of \$4500.

Council Member Chrisman motioned to accept the bid of \$6500 for the mower from the Town of Walton.

Council Member Barnhoorn 2nd.

All in favor.

Superintendent Fleig said he needs to fill a roadside mower position. He would like to make it fulltime. Highway has enough money. It would be MEO Light, but he would like to speak to the union representative. It would be roadside mowing in the summer and a night time road patrolling job in winter. Discussion ensued resulting in a request that Superintendent Fleig determine the full versus part-time costs, and unemployment. He will get more figures.

The state is working on Route 20A, the east side to Sugarcreek, then heading back to Route 64. Superintendent Fleig said he would take care of the muddy parking lot around the trash. The Highway Department will start stone and oil tomorrow.

Water Department

Deputy Superintendent Roger Moran (Necessarily absent)

A written report submitted by Deputy Superintendent Moran was submitted and is attached.

Code Enforcement

Code Officer Jim Moore submitted a memo proposing a new law for rental properties. The Board did not see a need for the law in our community.

Council Member Barnhoorn asked about subdividing property at Sunny Hollow. This issue should go to the Planning Board.

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7:54 pm

Recreation Department

Recreation Director Holly Stoddard

Sandy Bottom Beach has been closed for two weeks on Friday. The NYSDOH sampled the water on Wednesday. Director Stoddard recommended that we close the beach for the season.

Discussion ensued. Council Member Gendreau motioned to close the beach and pull the equipment.

Council Member Barnhoorn 2nd.

All in favor.

Resident David Mitchell would like the town to put out large signs facing the water so boaters would know it is closed.

Recreation ongoing activities include the Summer Recreation Programs and Pavilion Rentals. Upcoming activities include Fall soccer for K-6th and the Fitness Room.

Director Stoddard thanked the Code Department for the use of the Town car, and Deputy Water Superintendent Roger Moran and his Assistant Rob Schultz for help with fixing the swim lines.

Director Stoddard showed a Power Point presentation giving many details about the Richmond Recreation program. Attached is an excerpt hard copy of the presentation.

Town Clerk

Town Clerk Linda Grace

The copier has not yet sold. She would like to use the old copier as a public copier for a cost if it does not sell. However there is a possible buyer so the decision can wait until it is definite that it is not going to sell.

The postage machine contract is up and the recommendation is to send the machine back.

Council Member Barnhoorn motioned to discontinue use of the Pitney Bowes postage machine.

Council Member Gendreau 2nd.

All in favor.

It would be good to form a committee to evaluate the Town's IT needs and costs, then make recommendations to the Board, especially now during budget time.

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Council Member Gendreau motioned to form a committee to investigate and recommend information Technology Services to include Dan LaLonde, Council Member Barnhoorn, and Town Clerk Grace.

Council Member Chrisman 2nd.

All in favor.

Council Member Barnhoorn stated that sales tax revenue is 50% over budget at this time.

He would like the Board to review changes to the security policy.

**Town of Richmond
Town Board Resolution
08 2012 40**

**RECOGNIZING THOMAS CLEMENT, UPON HIS RETIREMENT FOR LONG-TIME SERVICE TO THE
TOWN OF RICHMOND**

WHEREAS, the Town of Richmond is desirous of recognizing long-term employees; and

WHEREAS, Thomas Clement retired, after serving the residents of the Town of Richmond as a long-time employee in the Highway Department; and

WHEREAS, this Town Board sends to Tom Clement congratulations and best wishes on the occasion of his retirement; and

WHEREAS, that this Resolution will be made part of the permanent record within the Town of Richmond, and

NOW, THEREFORE, BE IT RESOLVED that the Richmond Town Board takes this opportunity to formally wish Thomas Clement many years of health and happiness in his retirement.

Motion: Council Member Barnhoorn

Second: Council Member Gendreau

Voting:

Council Member Hubble	NA
Council Member Barnhoorn	Aye
Council Member Gendreau	Aye

Council Member Chrisman Aye
Supervisor Angelo Aye

**Town of Richmond
Town Board Resolution
08-2012-41**

**RESOLUTION OF APPRECIATION
WADE “BOOMER” WOODWARD
RICHMOND ZONING BOARD OF APPEALS**

WHEREAS, on January 13, 2004, Wade “Boomer” Woodward was appointed by the Richmond Town Board to serve on the Richmond Zoning Board of Appeals; and

WHEREAS, “Boomer” Woodward has faithfully discharged the duties as a member of the Richmond Zoning Board of Appeals; therefore be it

RESOLVED, that the Richmond Town Board hereby recognizes “Boomer” Woodward for his valuable service toward the betterment of the Town of Richmond; and be it further

RESOLVED, the Richmond Town Board on behalf of the Town of Richmond proclaims by and through this resolution sincere appreciation to “Boomer” Woodward; and be it further

RESOLVED, this resolution is made a permanent record of the Town of Richmond; and be it further

RESOLVED, that Wade “Boomer” Woodward be presented a certified Resolution of Appreciation.

Motion: Council Member Barnhoorn

Second: Council Member Gendreau

Voting:

Council Member Hubble	NA
Council Member Barnhoorn	Aye
Council Member Gendreau	Aye
Council Member Chrisman	Aye
Supervisor Angelo	Aye

**Town of Richmond
Town Board Resolution
08-2012-42**

ADOPTING AMENDED TOWN OF RICHMOND BENEFITS POLICY

WHEREAS, the Town Board of the Town of Richmond deems it necessary to adopt the attached amended “Benefits Policy” and

NOW THEREFORE BE IT RESOLVED that the Town Board of the Town of Richmond hereby adopts the attached Policy, effective immediately.

Motion: Council Member Barnhoorn

Second: Council Member Gendreau

Voting:

Council Member Hubble	NA
Council Member Barnhoorn	Aye
Council Member Gendreau	Aye
Council Member Chrisman	Aye
Supervisor Angelo	Aye

**Town of Richmond
Town Board Resolution
08-2012-43**

ADOPTING PROCEDURE FOR FILLING VACANCIES

WHEREAS, the Town Board of the Town of Richmond deems it necessary to adopt the attached “Procedure for Filling Vacancies” and

NOW THEREFORE BE IT RESOLVED that the Town Board of the Town of Richmond hereby adopts the attached Policy, effective immediately, (excluding the Highway Department.)

Motion: Council Member Barnhoorn

Second: Council Member Gendreau

Voting:

Council Member Hubble	NA
Council Member Barnhoorn	Aye
Council Member Gendreau	Aye
Council Member Chrisman	Aye
Supervisor Angelo	Aye

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Richmond Town Board

Title: Procedure for Filling Vacancies

Initiation of Procedure for Filling Vacancies: In the event of a need to create a new position or fill a vacancy in an existing position, the Department Head shall notify the Town Board of the need. If a job description does not already exist, the Department Head shall prepare a summary of the duties, responsibilities, and requisite skills and qualifications. The Town Board will determine if the vacancy is to be filled; whether the position is to be filled as a full-time, part-time, or temporary/seasonal position; and determine if the position is funded with appropriations. Thereafter, the Town Supervisor will contact the Ontario County Human Resources Department to confirm that the job title is approved for the Town or, if the job title has not been approved, to request that the agency commence the approval process.

Notification of Vacancies: In the event there is a vacancy in a new or existing position which the Town intends to maintain, the vacancy will be advertised and/or posted on the Town website as well as the official Town newspaper and qualified individuals interviewed. Two Town Board Members, along with the appropriate Department Head, shall conduct interviews.

Employment Applications: The Town relies upon the accuracy of information contained in the employment application, as well as the accuracy of other data presented by the applicant throughout the hiring process. Any misrepresentations, falsifications, or material omissions in any of this information or data may result in the Town's exclusion of the individual from further consideration for employment or termination if the conduct is discovered after employment commences.

Positions not already existing shall be classified by Ontario County Human Resources and created by the Town Board prior to filling.

Applications submitted to Ontario County Human Resources for review must be title specific. An application with no title or "All" or something similar shall not be reviewed.

Employment Reference Checks: To ensure that individuals hired by the Town are well qualified, the Town shall check employment references of all potential hires prior to hiring.

Applications for employment should be reviewed and approved by Ontario County Human Resources before an appointment is made by the Town Board.

Some positions require a background investigation (i.e. safety sensitive), but a background

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investigation is not restricted to only those titles. All applicants for any particular position may be reviewed upon request of the Town Board or the Department Head. Such background investigations, through Ontario County Human Resources, shall be done on a case-by-case basis.

Council Member Barnhoorn motioned to refer “unsafe buildings” to the Planning Board to review and reply as soon as possible.

Council Member Gendreau 2nd.

All in favor.

8:33 pm

Council Member Barnhoorn began a discussion about putting Natural Gas lines in on East Lake Road at the same time the trenches are dug for the East Lake Road Water Project. Engineer Paul Chatfield informed him that water and gas can’t be in the same trench. National Fuel, Chatfield Engineers, and concerned residents are working on this.

8:40 pm

Council member Barnhoorn motioned to move into Executive Session for potential litigation to include Superintendent Fleig and resident Len Garth.

Council Member Gendreau 2nd.

All in favor.

Council Member Barnhoorn motioned to exit Executive Session.

Council Member Chrisman 2nd.

All in favor.

No action was taken.

Council Member Barnhoorn motioned to adjourn the regular Town Board meeting.

Council Member Chrisman 2nd.

All in favor.

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Next Regular Town Board Meeting will take place Tuesday, September 11, 2012 at 7:00 PM.

Respectfully submitted,

Linda A. Grace, Richmond Town Clerk

September 17, 2012