

VILLAGE OF RICHMONDVILLE

BOARD OF TRUSTEES MONTHLY MEETING

December 19,2022

Board Members in Attendance – Mayor Warner Jr., Trustee Davis; Trustee Spenello, Trustee Miller, Trustee Jackson, Attorney Brandon Parshall

Departments in Attendance – DPW Superintendent Jim Swartout, Clerk-Treasurer Hope Bayes, Deputy Clerk Jen Fisher, Building Code Enforcement Officer Jesse Wilcox

Absent – RPL Superintendent Tim Smith, Fire Chief DesRoches

Others in Attendance – Phil Butler, Vicky Swartout, Sarah Savola, Monique Grimes, Eric Haslun, Lisa Scott, Micheal Vandow

Call to Order – Mayor Warner Jr., opened the regular Board meeting @ 6:01 pm.

Privilege of the Floor –Mr Vandow president of Schopeg (schopeg.com) has asked our municipality if we would be willing to donate a portion of the fees, we receive from spectrum for the franchise fee. Mr. Vandow stated that other municipalities give a portion and/or the whole amount that they receive. The funds are used are used to support operations and welcomed us to come visit their building. The company provides training to any individual in what they do. The mayor asked if the village has ever contributed to them before and the answer was no. Trustee Jackson asked how the village could use their service. Mr Vandow replied we could use it to announce a board meeting or public hearing as well as any advertised event like a parade.

Monique Grimes stated that she was in conversations with Mayor warner with questions on the electric bills and the rates going up to communicate with acting Governor Hochul that if the Governor will not reduce the rates on electric cost that she should resign and the Mayor will ask the Governor Hochul to do these things.

Adoption of Minutes – A motion was made by Trustee Jackson. to approve the minutes of the November 21, 2022, regular board meeting with a correction in the attendance section, seconded by Trustee Davis; carried unanimously.

Resolutions -

Resolution #38-22 Designating official newspaper, official depository, establishing regular monthly meeting, and establishing mileage rate, Motion offered by Trustee Spenello and seconded by Trustee Davis carried unanimously.

Resolution #39-22 Appointing village positions, Motion offered by Trustee Jackson and seconded by Trustee Spenello carried unanimously.

Resolution #40-22 appointing Beautification Committee, Motion offered by Trustee Davis and seconded by Trustee Jackson carried unanimously.

Resolution #41-22 appointing Youth Committee, Motion offered by Trustee Jackson and seconded by Trustee Spenello carried unanimously.

Resolution #42-22 Authorizing payment of certain recurring charges, Motion offered by Trustee Davis and seconded by Trustee Miller carried unanimously.

Resolution #43-22 Procedure for calling a special meeting, Motion offered by Trustee Spenello and seconded by Trustee Davis carried unanimously.

Resolution #44-22 Certifying Review of Procurement Policy, Motion was tabled until all board

members can review the policy, carried unanimously.

Resolution #45-22 Designating FHA Representatives, Motion offered by Trustee Jackson and seconded by Trustee Davis carried unanimously.

Resolution #46-22 Authorizing Gabriel Warner to attend MEUA Lineman Apprentice Training, Motion offered by Trustee Spenello and seconded by Trustee Jackson carried unanimously.

Resolution #47-22 Designating Tim Smith as MEUA Delegate, Motion offered by Trustee Jackson and seconded by Trustee Miller carried unanimously.

Resolution #48-22 Extending Firemen's Benefit Law Insurance to Specialized Teams, all required to vote, results were all yea and, carried unanimously.

Department Reports

Hope Bayes reviewed her written report, Trustee Spenello asked what is being done on processes for the office to help correct or reduce errors. Deputy clerk Bayes answered by stating that they are finding issues and starting to create a process manual on each process of day-to-day activities and hope to complete this within the next six months.

With no further discussion, a motion was offered by Trustee Davis and seconded by Trustee Spenello. Motion carried unanimously.

DPW Superintendent Swartwout's reviewed his written report.

With no further discussion, a motion was offered by Trustee Spenello and seconded by Trustee Davis. Motion carried unanimously.

RPL Superintendent Smith Was absent, and his written report was reviewed.

The board has stated they will talk with Superintendent Smith about his report and to remind him to call the Mayor and the board of trustees when there is a power outage so all is aware. A motion was offered by Trustee Spenello and seconded by Trustee Davis. Motion carried unanimously.

Code Enforcement Officer Wilcox – reviewed his written report, with no further discussion, report was acknowledged

Fire Chief Shawn DesRoches – his written report was read by Eric Haslun
With no further discussion, report was acknowledged

Financials

The YTD financials were distributed at the meeting. There was no discussion on this topic at the meeting.

Committee Reports

Planning Board Minutes were accepted, and mayor stated that a resolution was not needed that the planning board was to investigate matters and then give information to the board to make a resolution at that point

Beautification Committee reported that they are doing Christmas caroling on December 23rd with a planned visit to the senior apartments. They are also working on doing crafts and activities for the winter months for the children, more information to follow.

Mayor's Report The mayor has changed the next two months board meeting due to holidays in January and February. January board meeting will be held on January 17th @ 6:00 pm and February Board meeting will be held on February 13th @ 6::00 pm

New Business There was a discussion on internships with the Vo-tec center and we are to look into insurance situations to see if we can comply with the program. The Board has noticed that the sign on the East side of the village needs to be replaced and our DPW department will address this issue.

Old Business USA Software program was voted no at this time until all system issues are cleared up. Camera for surveillance, were voted on and with 4 yeas and one nay to purchase using the ARPA funds. A motion was made for the mayor to sign the contract for the purchase of a camera system, Motion offered by Trustee Miller and seconded by Trustee Jackson carried unanimously.

The purchase of meter testing equipment was tabled until next month's meeting awaiting more information from RPL. The village is looking into a credit card for major purchases that cannot be paid with a check and the board members agreed this should be revisited once all board members are present. There are concerns with our website and the board is looking at returning to Schoharie County website.

Audit of Bills

On the motion of Mayor Warner, seconded by Trustee Davis, it was unanimously resolved to authorize payment of the audited bills.

With no further discussion, on the motion of Trustee Davis, and seconded by Trustee Spenello, it was unanimously resolved to close the Regular Board meeting at 8:31 p.m.

Executive Session

At 8:32 p.m., Visitors were excused, and the Board members, entered Executive session to discuss Legal issues.

On the motion of Mayor Warner seconded by Trustee Davis, it was unanimously resolved to adjourn the Executive session at 9:31 p.m.

Respectfully submitted,

Hope Bayes
Deputy Clerk-Treasurer