

# VILLAGE OF RICHMONDVILLE BOARD OF TRUSTEES MONTHLY MEETING

April 18, 2023

**Board Members in Attendance** – Mayor Warner Jr; Trustee Davis; Trustee Spenello, Trustee Miller, Trustee Jackson

**Departments in Attendance** – DPW Superintendent Jim Swartout, Clerk-Treasurer Hope Bayes, Building Code Enforcement Officer Jesse Wilcox, RPL Superintendent Tim Smith, Fire Chief DesRoches, Attorney Brandon Parshall came in late.

**Absent** – None

**Others in Attendance** – Vicky Swartout, Phil Butler, Monique Thomas, Eric Jones, Becky Turk

**Call to Order** – Mayor Warner Jr. opened the regular Board meeting at 6:00pm with Pledge of Allegiance.

**Privilege of the Floor** –Monique Thomas stated that she found a glass pipe with residue in it on the ground at the municipal parking lot behind the Post Office as she was inspecting her vehicle to start her work shift, she was very upset that this was there and concerned. She had brought the pipe to the main office and gave it to the clerk. Monique is asking the board if there is anything that can be done to prevent this. The Board had stated that the clerk had called the sheriff’s office and they sent out a officer to investigate the situation. The officer stated that the glass pipe was used for cannabis and that this is legal and there was not much that can be done. The board is looking into this situation and will talk to the council about this matter to see if we can do more about this.

**Adoption of Minutes** – A motion was made by Trustee Jackson to approve the minutes of the April 18,2023, seconded by Trustee Davis; carried unanimously.

**Resolutions** –Resolution #7-23 Benchmarking Richmondville Motion offered by Trustee Davis and seconded by Trustee Spenello: carried unanimously.

## **Department Reports**

**Fire Chief Shawn DesRoches** – reviewed his written report, With no further discussion, this report was acknowledged.

**Hope Bayes** reviewed her written report,. Clerk Bayes asked for permission for herself, and Aliha Harwood to go to the MUEA conference in November for an overnight stay. The board has granted permission. With no further discussion, a motion was offered by Trustee Jackson and seconded by Trustee Miller. Motion carried unanimously.

**DPW Superintendent Swartwout’s** reviewed his written report. Superintendent Swartout has asked permission from the board to donate historical items from the water plant. The board has granted permission. With no further discussion, a motion was offered by Trustee Jackson and seconded by Trustee Davis. Motion carried unanimously.

**RPL Superintendent Smith** reviewed his written report. A motion was offered by Trustee Miller and seconded by Trustee Davis. Motion carried unanimously.

**Code Enforcement Officer Wilcox** – reviewed his written report, With no further discussion, this report was acknowledged.

**Committee Reports** None turned in.

**Mayor’s Report** Mayor Warner stated that the Richmondville days committee approached him to ask for a donation to help with the cost of Richmondville days, a motion was made by Trustee Davis and seconded by Trustee Miller to donate \$600.00 to the cause to support the committee.

**New Business** There was a discussion on changing the Compensatory time policy with the village employees and to implement an annual evaluation for all employees. Mayor Warner asked to change the board meeting from 6:00 pm to 5:00 pm; a motion was offered by Trustee Miller and seconded by Trustee Davis Starting June 20, 2023. The DPW and RPL departments are still looking for summer help

**Old Business** None

**Audit of Bills**

On the motion of Trustee Spenello, seconded by Trustee Miller, it was unanimously resolved to authorize payment of the audited bills. Trustee Miller suggested we change the way we process our bills to have them ready the Friday before a board meeting and that all board members can review them and sign off before the Board meeting. All board members were in favor of this. Trustee Miller Suggested that the village not purchase Bottled water and coffee for the employees, with no further discussion, a motion was offered by Trustee Jackson and seconded by Trustee Miller. Motion carried unanimously.

With no further discussion, on the motion of Trustee Miller, and seconded by Trustee Davis., it was unanimously resolved to close the Regular Board meeting at 8:16 p.m.

**Executive Session**

At 8:17 p.m., Visitors were excused, and the Board members, entered Executive session to discuss Legal issues.

On the motion of Trustee Davis seconded by Trustee Miller, it was unanimously resolved to adjourn the Executive session at 8:35 p.m.

Respectfully submitted,

Hope Bayes  
Clerk-Treasurer