**REGULAR MEETING, TOWN OF REDFIELD, DECEMBER 12, 2017**

The regular monthly meeting of the Redfield Town Board was held on December 12, 2017 at the Redfield Municipal Building starting at 7:30pm. Roll call was taken and the following board members were present:

Tanya Yerdon - Supervisor

Carla Bauer - Councilwoman

James Cheney - Councilman

Elaine Yerdon - Councilwoman

Erwin Webb - Councilman

In addition, Susan Hough -Town Clerk, Paul Pratt -Highway Superintendent, Jeff Andrews, Sr. - Redfield Grace Fellowship Church, Angie Kimball - Tug Hill Commission, and John Howland - Code Enforcement Officer

Pledge of the Allegiance was said.

**Resolution 17-1**

Motion was made by Erwin Webb and seconded by Carla Bauer that the

General Fund Bills - Abstract #12 Vouchers 391-416, 430,433-435 Totaling $ 42,321.85

Light District #1 - Abstract #12 Vouchers 431 Totaling $ 732.42

ADOPTED Ayes 4 T. Yerdon, E. Yerdon, E. Webb, C. Bauer, J. Cheney

Nays 0

**Resolution 17-1**

Motion was made by Carla Bauer and seconded by James Cheney that the

Highway Fund Bills - Abstract # 12 Vouchers 410-411, 417-429 Totaling $ 45,203.84

Be paid.

ADOPTED Ayes 5 T. Yerdon, J. Cheney, E. Yerdon, E. Webb, C. Bauer Nays 0

**Resolution 17-1**

Motion was made by Carla Bauer and seconded by Elaine Yerdon that the Supervisor's Report and Payroll Sheets be accepted as presented.

ADOPTED Ayes 5 T. Yerdon, J. Cheney, E. Yerdon, E. Webb, C. Bauer

Nays 0

**TOWN CLERK – SUSAN HOUGH**

**Resolution 17-1**

Motion was made by Elaine Yerdon and seconded by Carla Bauer to approve the October 24, October 25, November 8, 2017, November 8, 2017 Fire Contract Public Hearing, November 8, 2017 Preliminary Budget Public Hearing minutes as presented.

ADOPTED Ayes 5 T. Yerdon, J. Cheney, E. Yerdon, E. Webb, C. Bauer

Nays 0

TClerk reported twenty three (23) DECAL sales in November and twelve (12) DECAL sales in December, twenty seven (27) dog licenses in November and fifteen (15) in December, no marriage license. She still have eleven (11) people with about dogs twenty (20) that are not licensed, she

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sent out a final notice of October 17th, she is now going to turn the names over to the Dog Control Officer.

**Resolution 17-1**

Motion was made by Carla Bauer and seconded by Elaine Yerdon to authorize Supervisor Tanya Yerdon to transfer money to balance the accounts for year end.

ADOPTED Ayes 5 T. Yerdon, J. Cheney, E. Yerdon, E. Webb, C. Bauer

Nays 0

**Resolution 17-1**

Motion was made by Erwin Webb and seconded by James Cheney to authorize the Town Clerk Susan Hough to pay the Bond invoice which is due January 1, 2018.

ADOPTED Ayes 5 T. Yerdon, J. Cheney, E. Yerdon, E. Webb, C. Bauer

Nays 0

County Legislator Margaret Kastler will not be here tonight, she has a meetings in Oswego today at 2pm and then at 7pm. The County Budget is under the tax cap, same as last year. They are having studies and surveys done regarding an addition or a new jail. She would like to thank everyone for voting.

**HIGHWAY SUPERINTENDENT - PAUL PRATT**

Paul - they have had quite a bit of problems with the 2017 sensors - Stadium had a recall on them and when they reprogrammed it they didn't calibrate it, it was all in the computer. He has hired a new seasonal employee, he started a week ago, lives on Prince Brook road, he attended BOCES for heavy equipment so he is familiar with running the equipment. Paul had offered the job to the guy that worked last year but he was working, now he has called wanting to come back. The new employee is Benjamin Becker. They are getting more use to the electronic sander control, Jim is driving that truck, you have more control over the flow of the sand. Ed on nights only sand the full length of the road until 7pm and then does the curves and hills all night. The new control for the sander is pretty nice the Town of Richland has just retrofitted two (2) of their old trucks with them. Stadium in Watertown has been very good to us.

**TOWN CLERK – SUSAN HOUGH**

TClerk stated that the Assessor - Jane Jones has been sending out the exemption renewals.

**CODE ENFORCEMENT OFFICER - JOHN HOWLAND**

John handed out his report - slowing down only one (1) permit for November. OCC had a Seminar on Abandoned Houses owned by the Bank. CW C Bauer asked John regarding the outhouse next to the creek by the Square? John will look into this - the owner has a RV permit.

**ANGELA KIMBALL - TUG HILL COMMISSION**

**REMINDER:** The Association of Towns has scheduled their Newly Elected Training School for January 10-12th at the Albany Marriott and January 17-19 at the Double Tree by Hilton in Rochester. The school costs $200 for members and $250 for non-members. Visit [www.nytowns.org](http://www.nytowns.org) for more information, agendas and registration forms. **REMINDER:** The NYS

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Dept of Ag & Markets has received a $5 million appropriation to fund a grant program available to municipalities and incorporated not-for-profit pounds, shelters and humane societies for the cost of capital projects. Projects may include the construction, renovation, rehabilitation, installation, acquisition, or expansion of buildings, equipment or facilities need to secure and care for sheltered dogs and cats. Grants range from $50,000 to $200,000 for individual applications with a 50% local match required and 100,000 to $500,000 for joint applicants with a 25% local match required. More information can be found on the grants gateway through the [Grants Opportunity Portal](https://grantsgateway.ny.gov/intelligrants_NYSGG/module/nysgg/goportal.aspx). Deadline to apply is January 10, 2018 and grant awards are expected in February 2018. **REMINDER:** The NYS Archives and the NYS Local Government Advisory Council have announced the 2018-19 Local Government Records Management Improvement Fund (LGRMIF) grants have opened for applications. Three types of projects are supported: individual projects with a single applicant; shared services projects with two or more applicants and demonstration projects to develop model electronic records programs which can be duplicated by other local governments. Application guidelines are available on the Archives website at <http://www.archives.nysed.gov/grants/grants_lgrmif.shtml> and all applications must be submitted via the State Archives eGrants system by 5 pm on January 16, 2018. Grant projects will run from July 1, 2018 to June 30, 2019. There are in person grant workshops in Manlius on 11/14 and Virgil on 11/16 as well as webinars on 11/14 and 12/13. Visit <http://www.archives.nysed.gov/workshops/schedule> for more information on these classes and registration details. The Association of Towns and The Office of the State Comptroller are holding a webinar for newly elected officials on Thursday Dec. 7th from 6:30 to 8:30 pm. Visit [www.nytowns.org](http://www.nytowns.org) for more information. Wade Beltramo, the New York Conference of Mayors General Counsel will be presenting a session on “Distressed and Abandoned Properties: Dealing with the Problem Head-On” on Monday December 11th. The session will run from 6:30 to 8:30 pm and will be held at the Robert McLaughlin College Center at the Hummel Corporate and Professional Center (Room #288-the Amphitheater) at Herkimer College. For more information or to register for the session go to <http://lgec.org/content/Generic/View/22> Tug Hill Tomorrow Land Trust is leading a winter hike/snowshoe on Sat. December 9th from 10 to 11:30 am. The hike will take place at the Joseph A. Blake Wildlife Sanctuary in Rutland (parking at 31269 Middle Rd., Rutland). This is an easy 1-2 mile hike on protected land, which has a network of trails open to the public. The hike is free and open to the public. RSVP to Lianna Lee at (315)779-2239 or by email at [tughilloutreach@nnymail.com](mailto:tughilloutreach@nnymail.com) . The NYS Archives will be holding a winter webinar series in 2018. There will be webinars on: January 3rd from 10:30-11:30 am on “Disaster Response for the Records Manager”; on January 24th from 10-11 am on “Records Appraisal for Records Managers”; on February 14th from 10-11 am on “Introduction to Information Technology for Records Managers”; on March 7th from 10-11 am on “Introduction to Historical Records for Local Governments “ and on March 21st from 10-11 am on “Developing or Renewing a Records Management Plan”. Visit the NYS Archives website at <http://www.archives.nysed.gov/workshops/schedule> for more information or to register for one of the webinars. The NYS DEC has recently completed a new brochure and map of the East Branch of Fish Creek lands in Lewis County. The update was done due to the changing conservation easement provisions which went into effect this year. There are copies of the new brochure at the DEC’s Lowville office, the Tug Hill Commission office or it can be accessed at <http://www.dec.ny.gov/outdoor/7993.html> .The final Tug Hill Commission meeting for 2017 will be held Monday December 11th from 10-11:30 am on the 11th floor at the State Office Building (317 Washington St., Watertown). The public is welcome to attend and there is a public comment period at the end of the meeting. Angie reminded the board the Inter-Municipal Agreement needs to be passed. We have had four (4) Villages join the Cooperative Tug Hill Council, the only other thing that has changed is a section mentioned a grant which was taken out.

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**Cooperative Tug Hill Council Inter-municipal Agreement - 2017**

**Purpose**

In order to provide service and affect issues of common and individual concern to the municipalities making up the core of the Tug Hill Region, the Cooperative Tug Hill Council (CTHC) is hereby created by action of the towns of Boylston, Florence, Harrisburg, Lewis, Leyden, Lorraine, Martinsburg, Montague, Osceola, Pinckney, Redfield, Rodman, Turin, West Turin, Williamstown, and Worth; and the villages of Constableville, Lyons Falls, Port Leyden and Turin, pursuant to Article 5‑G of General Municipal Law.

In keeping with the tradition of the Cooperative Tug Hill Planning Board, which was previously established by these communities in 1974, it is the intention of the Cooperative Tug Hill Council (CTHC) through cooperation and a system of regular communication with member communities, to represent these municipalities in bringing resources to bear on issues of common concern including but not limited to ‑‑ community development and planning; matters affecting the central forest, watersheds, and other natural characteristics; and local government management information needs.

**Primary Objectives**

1. To provide staff who will, through regular contact with member municipalities identify problem areas and provide requested services where possible, and who will coordinate activities designed to address all such issues.

2. To establish a representative forum by which issues and opportunities of common or individual concern can be affected, both through making recommendations for action, as well as through providing direct support to local government activities.

3. To establish a communication system by which all representatives to the CTHC report on a regular basis to their respective governing boards.

4. To explore all avenues of cooperation by and between member municipalities, and carry out cooperative projects when desirable and feasible.

5. To visualize the future from a big picture or multi-town perspective and to create opportunities through cooperation for achieving such vision.

6. To retain the rural character of the CTHC area through a home rule approach recognized in the Tug Hill Reserve Act. This approach would rely primarily on special area designations by each town, and a plan for the entire CTHC region.

7. To provide technical and project review assistance, as requested, to CTHC towns when development is proposed in designated special areas, and when projects of CTHC-region-wide significance are proposed.

8. To carry out project review in cooperation with affected towns when development is proposed in a special area designated under the Tug Hill Reserve Act, which is overlapping or immediately adjacent to a boundary between two or more CTHC towns, or when the project might have CTHC-region-wide impact.

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**Membership**

Each of the member municipalities shall designate annually, at their organizational meeting, two representatives to serve on the Cooperative Tug Hill Council. Representatives from each community shall include the Chief Elected Official of the municipality and one representative appointed by the municipal board. The appointed representative may be a resident of the municipality and/or a member of the governing board of the municipality. For purpose of business of the Cooperative Tug Hill Council each municipality shall have one vote. Attendance and participation at Cooperative Tug Hill Council meetings by all interested local officers is encouraged. A quorum shall be constituted when a majority of the member municipalities are present.

**Meetings**

The CTHC shall meet at least twice a year, and on an annual basis shall agree on a budget, evaluate performance, establish goals and objectives, and review its bylaws and intermunicipal agreement. Other meetings may be called at the request of two or more member municipalities, or upon the initiative of the chairman, following due and proper notice given to all representatives.

**Fiscal Officer**

A fiscal officer of one of the member municipalities shall be designated by resolution of the CTHC as the CTHC fiscal officer. The fiscal officer shall receive all contributions from outside sources and from member municipalities, The fiscal officer shall provide an accounting of all activities to the CTHC and/or to any member municipality on request, or according to a schedule as determined by resolution of the CTHC.

**Finances**

The CTHC shall establish and approve an annual budget prior to October of each year. The member municipalities shall be requested to consider their share of the budget. The CTHC fiscal year shall be the calendar year. Each member municipality shall pay its annual dues within 60 days of receipt of its warrant from the CTHC.

**Bylaws**

The CTHC may adopt bylaws to govern the conduct of its activities. Bylaws may be adopted at any regular or special meeting of the board, and shall require a 2/3 vote of the member municipalities.

**Withdrawal**

Any member municipality may withdraw from the CTHC and from the conditions of this agreement by giving written notice of withdrawal to the CTHC fiscal officer. Such withdrawal shall become effective at the end of the fiscal year for which the municipality has already contributed.

**Effective Date**

This agreement shall take effect on January 1, 2018 and terminate *on* December 31, 2022.

Town of Boylston Town of Leyden

Town of Osceola Town of Worth

Village of Constableville Town of Montague

Town of Pinckney Town of Williamstown

Town of Florence Town of Martinsburg

Village of Port Leyden Town of West Turin

Town of Harrisburg Village of Lyons Falls

Town of Redfield Village of Turin

Town of Lewis Town of Lorraine

Town of Rodman Town of Turin

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**Resolution 17-1**

Motion was made by Elaine Yerdon and seconded by Erwin Webb to adopt the following resolution to enter into an intermunicipal agreement with the revised changes with the Cooperative Tug Hill Council.

ADOPTED Ayes 5 T. Yerdon, J. Cheney, E. Yerdon, E. Webb, C. Bauer

Nays 0

**RESOLUTION FOR THE APPROVAL OF THE COOPERATIVE TUG HILL COUNCIL INTERMUNICIPAL AGREEMENT 2018-22**

**WHEREAS,** The Town/Village of \_Redfield\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ reaffirms that continued membership in the Cooperative Tug Hill Council (CTHC) is important to both the Town and the region,

**WHEREAS,** The CTHC has approved a revised draft intermunicipal agreement at a full CTHC meeting on September 28, 2017 for consideration by its member municipalities,

**WHEREAS,** The CTHC recommends that the revised changes to the intermunicipal agreement be approved as soon as is practicable by its member municipalities, be it

**RESOLVED,** That the Town/Village of \_\_\_Redfield\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ approves the revised intermunicipal agreement, and be it further

**RESOLVED,** That a copy of this resolution be transmitted to the CTHC for its records.

Approved at a meeting of the \_\_\_\_\_Redfield\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Town/Village Board on

\_\_December 12\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2017

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Town Clerk

**REDFIELD GRACE FELLOWSHIP CHURCH - JEFF ANDREWS , SR.**

Jeff runs the High Braes Refuge, he would like to thank the Town Board for allowing the Redfield Grace Fellowship Church to use the old Wesleyan Church building. There is a lot more work to be done to the building than they had anticipated. They have decided to give the building a chance and give it their best shot. They would be using the building for a Family Life Center mostly for the children. He can't give specifics but everyone is back in on saving the building. Supervisor Tanya Yerdon had Town Attorney Mr. Genant hold off on a lease agreement, would the Board like to go forward. Tanya thinks we should move forward with it. CW E Yerdon asked the status of Mr. Genant. Tanya stated that he's back to work and next week he has been released to go back to full days.

**Resolution 17-1**

Motion was made by Elaine Yerdon and seconded by Carla Bauer to authorize the Supervisor Tanya Yerdon to have Town Attorney Robert Genant to continue work on a basic lease for the Redfield Grace Fellowship Church to lease the old Wesleyan Church building.

ADOPTED Ayes 5 T. Yerdon, J. Cheney, E. Yerdon, E. Webb, C. Bauer

Nays 0 12/12/2017 pg. 6 of 7

Supervisor Tanya Yerdon stated the Town Offices will be closed from December 25th thru January 2 for the holidays.

CW C. Bauer thanked Jim Cheney for everything he has done as a Board Member, it has been great to work with him. The rest of the Board and Supervisor Yerdon agreed, hope that Jim enjoys his retirement. CW C. Bauer also, thanked Supervisor Yerdon for doing a fabulous job for the Town of Redfield. There was discussion, Jim does have to come back to audit the 2017 books. Supervisor Yerdon thanked the Board for their support.

Motion was made by Erwin Webb seconded by Elaine Yerdon to adjourn the meeting at 8:15pm.

ADOPTED Ayes 5 T. Yerdon, J. Cheney, E. Yerdon, E. Webb, C. Bauer

Nays 0

The next Town of Redfield Town Board meeting will be held Tuesday, January 9, 2018 at 7:30pm.

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Susan Hough, Town Clerk