

**REGULAR MEETING, TOWN OF REDFIELD, January 08, 2019**

The regular monthly meeting of the Redfield Town Board was held on January 08, 2019 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
- Elaine Yerdon - Councilwoman
- Erwin Webb - Councilman
- Matthew Tompkins - Councilman

In addition, Susan Hough -Town Clerk, Paul Pratt -Highway Superintendent, John Yerdon - Dog Control Officer, Sue Harlander – Tax Collector, Terry Harlander, Michael Yerdon - Code Enforcement Officer, Jane Jones - Assessor, Tom Jones, Angela Kimball - Tug Hill Commission,

Pledge of the Allegiance was said.

**Resolution 19-01**

Motion was made by Erwin Webb and seconded by Matthew Tompkins that the General Fund Bills - Abstract #01 Vouchers 001-023, 033-038 Totaling \$ 13,360.82 and Light District #1 - Abstract #01 Vouchers 031 Totaling 1,403.90 Be paid.

ADOPTED Ayes 5 T. Yerdon, E. Yerdon, E. Webb, C. Bauer, M. Tompkins  
Nays 0

**Resolution 19-02**

Motion was made by Carla Bauer and seconded by Erwin Webb that the Highway Fund Bills - Abstract # 01 Vouchers 023-030 Totaling \$ 6,658.79 Be paid.

ADOPTED Ayes 5 T. Yerdon, E. Yerdon, E. Webb, C. Bauer, M. Tompkins  
Nays 0

**Resolution 19-03**

Motion was made by Matthew Tompkins and seconded by Erwin Webb that the Supervisor's Report and Payroll Sheets be accepted as presented.

ADOPTED Ayes 5 T. Yerdon, E. Yerdon, E. Webb, C. Bauer, M. Tompkins  
Nays 0

**TOWN CLERK – SUSAN HOUGH**

Town Clerk had 7 dog licenses and 1 DECALS.

**Resolution 19-04**

Motion was made by Elaine Yerdon and seconded by Matthew Tompkins to authorized Supervisor Tanya Yerdon to sign the Williamson Law Books software contracts for Accounting and Payroll.

ADOPTED Ayes 5 T. Yerdon, E. Yerdon, E. Webb, C. Bauer, M. Tompkins  
Nays 0

Town Clerk handed out Code Enforcement Officer - Mike Yerdon's report. Legislator Margaret Kastler will not be here tonight, the County Budget has passed. Jim Weatherup is the new Chairman.

**Resolution 19-05**

Motion was made by Elaine Yerdon and seconded by Matthew Tompkins to approve the November 8, 2019 regular meeting and the November 8, 2019 Public Hearing for the Preliminary Budget as presented.

ADOPTED    Ayes 5                    T. Yerdon, E. Yerdon, E. Webb, C. Bauer, M. Tompkins  
                 Nays 0

**CHRISTMAS & ASSOCIATES - MARC CHRISTMAS**

Marc - there's no major changes, he just basically added some of the information that was brought to his attention - the 100 foot setback line off of the stream in the back, the correction on the ledger, minor changes, the plan itself didn't change. Supervisor Tanya Yerdon - in the Subdivision Law it says that our scale is supposed to be 1-inch equals 100 feet. Marc - we've always done our maps for our subdivisions this way for you guys in the past, you've always accepted them. CM M. Tompkins - looks like the contours got turned off on this. Marc - yes it does. CM M. Tompkins - the subdivision law calls for a 5 foot contour interval and those maps were 10 foot, which gives them a little bit more detail about general slope of the land, another thing he noted after he had a chance to review the Subdivision Law - we call for a grading plan to be provided if the contour is going to be changed by more than 2 feet, on this lot he's sure you are going to change by more than 2 feet to flatten that out, which opens another question of whether or not you are going to be disturbing more than an acre of land. Marc - wouldn't that all be part of the site plan on a potential building permit. CM M. Tompkins - it would be but the grading plan is a requirement of the subdivision law, whether the SWIFT is required at this point or later down the road as part of the building permit, it would be nice to know how much land will be disturbed in order to make these lots buildable, the only other major thing he noted other than contour he mentioned, we don't have any information about wells and septic's, just that they will be on these sites, and that the sites are suitable for septic systems, no evidence to that affect, and he knows you will have to have design septic system approved by the Health Department in order to get the subdivision through the County anyway, but if you had some of that data it would be really good to see, especially because you obviously can't build a septic system in any of these areas that slope more than 15 percent, he thinks that's all he noted as far as the Preliminary Plat goes, and then as far as the SEQR is concerned there's a new form for 2019 that has to be filled out, it's almost exactly the same but it's State Law that you have to fill out the new forms since we haven't made a declaration yet, he doesn't think it's going to change any of your answers on the form, but we have to have the new one, they only changed the questions about archeological sensitive area. Supervisor - Tanya Yerdon - so when she brought it to your attention about the SEQR -did you by chance bring the new one. Marc - he brought a new one dated 2019 but did not bring the new form because he wasn't aware of the actual change in the SEQR. CM M. Tompkins - if you go to the DEC web page you can get it. Supervisor Tanya Yerdon - on those provisions are you ready to accept his application. CM M. Tompkins - we can accept the application and start moving on through the Public Hearing process and that kind of stuff but contingent on satisfaction of articles 3 and 4 of our Subdivision Law. Marc - one of the things he was just looking at and wondering if this would make sense, it would be if he could manipulate some of the lines in a way where lot 1 has an area that is not 15 percent, that area is right on the boundary line, if he were to change the angle of the lines although a small buildable area, small area outside of the 15 percent grade, they wouldn't have to do a layout on the parcel until it got to be to the point of a building permit unless they were to build within that 15 percent grade area. CM M. Tompkins - he guesses at that point you wouldn't be proposing to change the grade by more than 2 feet so the grading plan requirement wouldn't apply. Marc - he's just looking out for the gentleman he's representing -

which is to get through this the easiest, He doesn't want to get into having to provide septic system designs plans, things along those lines, being they are not normal requirements of subdivision, he knows he has a little bit of additional frontage on lot 4, if he changes the angles on some of the lines so that essentially everything stays the same other than increasing the area on lot 1 to extend within that area that's not a 15 percent grade or higher, that would alleviate that problem. CM M. Tompkins - yes that would make sense. Marc - because there's still a large portion of land that would be considered buildable, at least there would be a section outside of that 15 percent grade as well. CM M. Tompkins - that would make sense if you weren't proposing to change the grade by more than 2 feet, we could ignore the grading plan doesn't apply, but they would need to see that there is room for the building and septic system observing all the relevant setbacks. Marc - he would say that if it pleases the board, if we're able to accept the application, at the next meeting he will either bring - a plan showing the grading plan, once they get messing around with it, it shows there isn't enough room and they have to show a grading plan then he will either bring that or adjust the lines in a way to where there's enough area outside that 15 percent grade. CM M. Tompkins - ok. Marc - can even make those changes ahead of time and get them to you before the board meeting. Supervisor Tanya Yerdon - we have to have them at least 5 days prior to the meeting that would be good, so she has the application, short form. CM M. Tompkins - on our SEQR form question 16, you indicate that the project is not in the flood plan, lot 6 is - a portion of it, if you would just note that. Marc will email the SEQR and bring the maps prior to the next meeting. There was discussion regarding showing the buildable areas, where the building would be on the map, showing the unbuildable areas and the setbacks.

#### **Resolution 19-06**

Motion was made by Matthew Tompkins and seconded by Carla Bauer to accept Christmas & Associates Application, the Preliminary Plat, SEQR, and check 2017 in the amount of \$ 1,600.00 for the Balcom Farm Subdivision subject to items brought to attention tonight.

ADOPTED Ayes 5 T. Yerdon, E. Yerdon, E. Webb, C. Bauer, M. Tompkins  
Nays 0

CM Matthew Tompkins - would like to make the statement - so everyone knows - this Preliminary Plat has been prepared by a firm named Renodin Plumley Surveying, it use to be owned by John Plumley, he retired and turned it over to Weston Renodin, he runs the Company now, Matthew works for Plumley Engineering they are completely unaffiliated with Renodin Plumley Surveying, they do work with them every now and then, he doesn't work for that surveying company, any concerns about conflicts we really don't have one.

#### **CODE ENFORCEMENT OFFICER - MICHAEL YERDON**

Mike - they are doing some electronic upgrades to the AT & T Tower, not building anything new, they are adding 3 antennas to the tower, he has given the board members all a copy of the letter he received, Centerline Communications will complete the work. Mike will be attending training in April, which is mandatory. He's trying to close out some of the open projects. Many out of state people, no idea of the codes, purchasing site unseen. There was discussion regarding the monthly report. CW C. Bauer thanked Mike for all of his hard work.

#### **HIGHWAY SUPERINTENDENT - PAUL PRATT**

Paul - they have all but 2 large trees down on the highway garage property, they will need to work on drainage, a culvert system. They have been working on truck repairs. We have not received all of the Extreme Weather/Pave NY - Paul has talked to them - the man in charge luckily saves all

the envelopes and found some paperwork in the envelope - we will not receive the money now until March, you have to send in all the invoices for all the materials and copies of the cancelled checks. He has ordered the new sander, it will be here in March. The signs are up in the back for the snow falling. Supervisor Tanya Yerdon - Minimum Wage has went up for 2019 to \$ 11.10, she had to authorize Paul to at least raise the part time Labor wage to \$ 11.10 to minimum wage. Paul - would like to give the part time employees a \$ .25 raise, which would be MEO at \$ 12.00, Laborer \$ 11.25, State minimum wage is \$ 11.10. CW E. Yerdon didn't know you had any Laborers. Paul - only has one - if you don't have a CDL you can't be a MEO.

### **Resolution 19-07**

Motion was made by Matthew Tompkins and seconded by Erwin Webb to approve the wage increase as part time MEO to receive \$ 12.00 and part time Laborer to receive \$ 11.25.

ADOPTED Ayes 5 T. Yerdon, E. Webb, C. Bauer, M. Tompkins  
Abstain 1 E. Yerdon  
Nays 0

### **ASSESSOR - JANE JONES**

Jane is busy with the E STAR Applicants, she has about 10 people she hasn't heard from, if she doesn't hear from them she will be sending them a follow-up letter, there's only 3 or 4 people she doesn't know how it's going to go for them because they can't find prove their income, she tells them to call Albany to find out what they should do, the 2 certified letters that she sent one was received and signed for, the second one the Post Office lost and they admitted it, she drafted everything new put together another package, the lady at the Post Office handed it to the delivery person instead of trying to send it certified. That's about all she can do.

### **TUG HILL COMMISSION – ANGELA KIMBALL**

**REMINDER:** Two workshops on the Complete Streets program were held for municipalities in Lewis and Jefferson Counties. Mark Fenton, a public health, planning, and transportation consultant, presented information on the Complete Streets program which promotes active community designs that lead to economically, environmentally, and socially thriving towns, villages and rural settings. He discussed how to build environments, policies, and programs that help to create places where more people walk, bicycle, and take transit more of the time. For people who are interested in finding out more about the program and were unable to attend the workshops, a video of the December 4<sup>th</sup> workshop is available at <http://www.tughill.org/services/training/workshops/>. **REMINDER:** The Association of Towns (AOT) Annual Meeting and Training School will be held February 17-20<sup>th</sup>, 2019 at the New York Marriott Marquis. Early registration runs from 11/1 to 1/25 and the conference registration is \$125 for members and \$150 for non-members. Starting 1/26/19 the rates increase to the on-site registration rate of \$160 for members or \$185 for non-members. Rooms must be reserved at the Marriott Marquis separately under the AOT's block and the cutoff to reserve a room is January 25, 2019. For more information visit the Association of Towns at [www.nytowns.org](http://www.nytowns.org) or call (518) 465-7933. **REMINDER:** The New York State Archives is pleased to announce that it is ready to begin accepting applications for the 2019-2020 Local Government Records Management Improvement Fund (LGRMIF). **The deadline for submitting applications is 5:00 pm on Monday, January 28, 2019.** Our region has a new Regional Advisory Officer Michael Martin. If you are interested in writing a LGRMIF fund, contact your Circuit Rider and we will get you in touch with Carla at the Tug Hill Office to begin the process. If you missed the workshops in

regards to the grant and would like to watch a webinar on the process or for more information about the grant process, visit the State Archives website at [http://www.archives.nysed.gov/grants/grants\\_lgrmif.shtml](http://www.archives.nysed.gov/grants/grants_lgrmif.shtml). The NYS Dept. of State's Division of Local Government Services is hosting a "Winter Webinar Series" of classes of interest to municipal officials. The remaining classes are "Planning Board Overview" on 1/10/19 from 6-8 pm and "Zoning Board of Appeals Overview" on 1/17 from 6-8 pm. For more training information visit <http://www.dos.ny.gov/lg/lut/index.html>, go to the "New Local Gov't Training Winter Webinars" link on the right side of the page to bring up the flyer where you can click on the desired course to register. The Tug Hill Commission's Mickey Dietrich will be hosting a webinar about the Commission's online map portal and how to use it. The webinar, which was originally scheduled for 12/19, was rescheduled to January 9<sup>th</sup> at 6:30 pm due to illness. If you are interested in viewing the webinar you can register at <https://www.eventbrite.com/e/tug-hill-commission-online-map-portal-webinar-tickets-8056674731> or you can contact Mickey directly at [Mickey@tughill.org](mailto:Mickey@tughill.org) or (315)681-5023 to sign up. The Tug Hill Commission has recently added a calendar to their website which lists all the various training and grant announcements that are listed in the Tug Hill Times to make it easier for people to keep track of these opportunities. If you are interested in looking at the calendar visit the Commission's website at <http://www.tughill.org/publications/grants-and-training-calendar/> to check it out. The New York State Archives is again presenting a "Winter Webinar" series of presentations dealing with records management issues. The webinars include "The Basics of Records Management" on January 9<sup>th</sup>; "The Role of the Records management Officer" on January 23<sup>rd</sup>; "Using the State Archives Local Government Retention Schedules" on February 6<sup>th</sup>; "Conducting an Inventory of Paper Records" on February 20<sup>th</sup>; "Creating File Plans" on March 6<sup>th</sup> and "Establishing Records Management Policies and Procedures" on March 20<sup>th</sup>. For more specifics on the webinars and/or to register visit <http://www.archives.nysed.gov/workshops/schedule>. The first Tug Hill Commission meeting for 2019 will be Monday January 28<sup>th</sup> in Parish from 10 to 11:30 am. The meeting is open to the public. Local Government Conference Registration forms went out in the mail, she has some paper copies for those that don't use the computers. CW E. Yerdon asked S. Hough how the electronic death certificates were going. Angie - there is a session on the electronic death certificates at the Conference, she has heard the training wasn't very good. S. Hough is still working on getting Yvonne registered. Angie received notice that Avangrid Deer River is going to file their application on or about the 19<sup>th</sup> of this month.

### **SUPERVISOR - TANYA YERDON**

The following appointments were made for 2019:

Budget Officer	Tanya Yerdon
Deputy Supervisor	Carla Bauer
Deputy Highway Superintendent	Roy Davis
Dog Control Officer	John Yerdon
Historian	Liz Grant
Cemetery Superintendent	Elaine (Suz) Yerdon
Registrar of Vital Statistics	Susan Hough
Deputy Registrar and Clerk	Yvonne Phelps
Tug Hill Representatives	Tanya Yerdon & Carla Bauer
Bonding Agency	Hill Agency/NGM Insurance Co.
Town Attorney	Robert Genant
Code Enforcement Officer/Building And Fire Code Inspector	Michael Yerdon

Town Bank	Pathfinder
Town Newspaper	Salmon River News and Queen Central
Town Meeting Date	2 <sup>nd</sup> Tuesday of the Month, Bills at 7pm, Meeting at 7:30pm
Board of Assessment Review	Donna Turner, Bart Cheney & Wendy Ranieri (Appointed at various times)
Board of Appeals	John Yerdon (2016), Tom Jones (2015), Bill Falcheck (2015)

John Yerdon - asked about training, he thought they were suppose to go to training. Angie - they can always set up a training session here any time that's good, just give her a date, Phil would do the training. There was discussion regarding the appointments.

**Resolution 19-08**

Motion was made by Erwin Webb and seconded by Elaine Yerdon to approve the 2019 Appointments for the Town of Redfield.

ADOPTED Ayes 5 T. Yerdon, E. Yerdon, E. Webb, C. Bauer, M. Tompkins  
Nays 0

**Resolution 19-09**

Motion was made by Carla Bauer and seconded by Elaine Yerdon to request the information /paperwork from Scalfone Law Offices that has been submitted to the PSC on behalf of the Town of Redfield.

ADOPTED Ayes 5 T. Yerdon, E. Yerdon, E. Webb, C. Bauer, M. Tompkins  
Nays 0

**Resolution 19-10**

Motion was made by Matthew Tompkins and seconded by Erwin Webb to request our Attorney Bob Genant to contact our Wind Attorney Melody Westfall at Scalfone Law regarding the billing that has been submitted to us, especially regarding Laws 3 through 10.

ADOPTED Ayes 5 T. Yerdon, E. Yerdon, E. Webb, C. Bauer, M. Tompkins  
Nays 0

Supervisor Tanya Yerdon - has received 2 letters today, one from Jane everyone has a copy of it. Jane is just giving us time and be aware that she is writing to inform the Town Board that she will not be asking to be re-appointed as Town of Redfield Assessor when her current appointment ends at the end of October this year. She has spoken with the Oswego County Real Property Director Betsy Knapp concerning my decision and she has indicated her willingness to work with the Board to consider all options to fill this position. She will continue to serve as your Assessor until her appointment is up, and will perform all necessary duties to keep things running smoothly for her successor, she is also be available to work with the board to determine what course of action to take should she be asked to do so, you will have a few options open to you and those options need to be considered carefully to determine which is best for the community. She has debated long and hard over this decision but feel that given her age and health considerations now is the time.

Respectfully submitted Jane Jones. Jane - has been the Assessor for 30 years, if it wasn't a 6 year appointment. There are a lot of options you need to work at, you can appoint someone from Town they would have to take the training and be certified within 2 years, you can appoint an out of town Assessor - you would have to change the local law to allow that, or you could put together a consolidated district with a couple of the other Towns, there's a lot of options, she's thought for a long time that consolidated assessment would be a good way to go maybe with Williamstown and Orwell or Orwell and Boylston, something like that.

Supervisor Tanya Yerdon - the next letter is from the Judge - it's not a bad letter. Pursuant to Section 2019-A of the Uniform Justice Court Act it is the duty for every Justice to present his or her Records and Docket at least once a year to the Auditing Board of the Village or Town which so will examine such records or docket or cause seem to be examined, enter into the minutes of the proceedings the fact that they have been duly examined consistent with Section 2019-A of the Uniform Justice Court Act she hereby advise that the Courts Records and Dockets are available to be presented for such examination, she looks forward in working with you to schedule such examination in an expeditious matter. Sincerely Honorable Mrs. Dory A. Dumas.

Tanya - letter from the DEC - a proposed addition to the Hall Island, The DEC is considering an open space project to acquire a parcel of land east of Day Drive in the Towns of Orwell and Redfield as shown on the enclosed map, the proposed project contains approximately 217 acres overall with 177 acres of that tax map parcel 91-1-1 in the Town of Redfield, if it's acquired it would be managed as part of the State Forest and be taxable. There was discussion.

### **Resolution 19-11**

Motion was made by Elaine Yerdon and seconded by Matthew Tompkins to authorize Supervisor Tanya Yerdon to send a letter in support of the NYS DEC in the purchase of 177 acres for an addition to Hall Island.

ADOPTED Ayes 5 T. Yerdon, E. Yerdon, E. Webb, C. Bauer, M. Tompkins  
Nays 0

Supervisor Tanya Yerdon - received this letter- thought it might be a joke, she read this over and over - Skylar Cruz Woolsey from the busy Town of Ballston Spa and part of the Capital Region of New York for 22 years, I've researched the Town of Redfield and there busy intersections that you have on the road and on google maps, I enclosed only 2 new adjustments for your Town, for instance I have made new ideas like new big black poles and traffic solar lights, so the traffic lights and new extras are useful to save a lot of electricity do help if Town power is ever out. For example I look at the traffic lights and other traffic stuff has been dangerous there, I always made new drawings to show new adjustments for Redfield's only busy 2 main intersections, also my new drawings and knowledge will always both help for all the residents within the Town of Redfield to feel safer and have only 2 main intersections to be 8.5 times safe and improved, so I know you're a busy person as Redfield's Town Supervisor I appreciate have a look at my ideas, I interested to improve Redfield road and traffic and part of Oswego County in a safe future, as I wish you a safe Merry Christmas, a safe New Year and holiday vacation, sincerely, yours truly, within the State of New York, Skylar Cruz Woolsey, road traffic safety business man of New York and US for 5 - 6 years, local resident of Ballston Spa in Capital Region New York. Tanya showed the letter, he broke down the intersections. He takes this very serious. There was discussion. Most are County roads you would have to go through the County, there are certain warrants for installing a traffic light. Supervisor Tanya Yerdon - will respond thank you we will take it under advisement. Supervisor Tanya Yerdon - handed out cover letter of the laws that the Town of Williamstown is going to adopt, they are discussing them on January 23 at 6:30, Local Law #3 of 2019 regulation of mobile homes and manufactured homes in the Town of Williamstown, Local Law #2 of 2019 regulation of recreational camping vehicles in the Town of Williamstown, Local Law #1 of 2019 regulation of boarding houses in the Town of Williamstown - all three are amended laws.

Supervisor Tanya Yerdon - handed out Association of Town's packet on the first meeting, mainly on the training in New York City, an assignment of a delegate, included their budget, rules of order,

membership dues, training manual, some of the things they are going to push and help the towns out, etc. Tanya knows what John is going to talk about she was contacted the last six months, about that, and she's been telling them that the Fire Department have to take out the Cancer insurance or pay for it, for six months it's taken her emails, phone calls, that she has no say in it that the Fire Department is its own entity, she has nothing to do with it, she did talk to Corey about it. John Yerdon - they an official notice in the middle of December, Christmas Eve, they had to have all the paperwork filled out with all the members, by January 1<sup>st</sup>, it started out being \$ 300.00 per person, it's down to \$ 137.00 that they have to pay for anyone on the active role as of January 1<sup>st</sup>, has been an interior Fireman for at least five years, and can show five positive fit tests, had a physical when they joined the Department prior to be an internal fire fighter showed that they didn't have cancer, some of these joined in 1967 long before any of this ever came up. Terry Harlander - it's ridiculous - no one is going to be covered. Angie - they never gave any notice, it's going through on this timeline. Tanya received notice today that it's been extended. CM M. Tompkins - Redfield's is done. Angie - the Assemblyman that has been the Head of the Transportation Committee for a long time that has been blocking the Minimum Maintenance Road legislation is out, the new Head of the Transportation Committee is Bill Magnarelli from Syracuse.

Terry Harlander - in the paper there was an article that stated you could pay your taxes with a credit card in Oswego, it was suppose to have read unpaid taxes from previous years could be paid with a credit card.

Motion was made by Erwin Webb seconded by Matthew Tompkins to adjourn the meeting at 9:12pm.

ADOPTED    Ayes 5                    T. Yerdon, E. Yerdon, E. Webb, C. Bauer, M. Tompkins  
                  Nays 0

The next Town of Redfield Town Board meeting will be held Tuesday, February 12, 2019 at 7:30pm.

January 08, 2019  
Susan Hough, Town Clerk

01/08/2019 pg. 8 of 8