

**MINUTES OF THE MEETING OF THE TOWN BOARD**  
**TOWN OF RICHLAND**  
**1 BRIDGE STREET, PULASKI, NY**

**DATE:** January 9, 2024

**KIND OF MEETING:** Regular Town Board Meeting

**PLACE:** Grand Jury Room, H. Douglas Barclay Courthouse Pulaski, NY

**BOARD MEMBERS PRESENT:** Supervisor Robert North  
Councilwoman Donna Gilson  
Councilman Larry Atkinson  
Councilwoman Sue Haynes  
Councilman Eric Pappa

**OTHERS IN ATTENDANCE:** Town residents, Tim Crouch, Robert Jeffery, Jeff Edick, Rebekah Alford, Village resident, Carl Falk, Legislator, Ed Gilson and Herb Yerdon, Highway Superintendent Kevin Balcom, Attorney Graham Seiter and Town Clerk Millie Newcomb

**CALL TO ORDER:** The meeting was called to order at 7:00pm with Supervisor North leading in the Pledge of Allegiance. Mr. North took the opportunity to announce the decision to change the meeting time from 6:00pm to 7:00pm, with hopes that more people can attend. He told the audience that this time is on a trial basis and if the Board feels it's not working then it will be changed back to the 6:00pm time. He also told the audience that the Public Comment section of the meeting will be at the beginning and the end of the meeting and will be limited to 5-6 minutes. If there is a subject during the meeting that the audience would like to make a comment on, those comments will be held for 3 minutes. If the conversation lasts longer, you may be asked to come to the next meeting to address it.

**PUBLIC COMMENT:** No public comment

First order of business is to reconfirm or verify the Organizational Meeting that was held on January 2, 2023 in the Grand Jury Room. Mr North confirmed that he did not officially resign from the Town Board because he was elected as Town Supervisor. This should have been done before he appointed Donna Gilson as Deputy Supervisor. Mrs. Gilson should have been appointed to fill the Councilperson's seat before she was named as Deputy Supervisor. Because we changed positions, he messed the order up. It has now been corrected in the Appointment

and Resolutions and will be attached to the minutes. ***A motion to accept these corrections was made by Councilwoman Haynes and seconded by Councilman Atkinson. In a roll call vote, all were in favor with a vote of "AYE".***

**LEGISLATIVE REPORT:** Legislator Ed Gilson congratulated Supervisor North and the other new Town Board members. Not a lot going on in the County Legislature. The County did hold their Organizational meeting and swore in new members. The Legislature has some lofty goals this year. They put together a Workforce Development Board in preparation for Mycron. This is to help people sign up for work programs. Legislator Yerdon will be coming in later in the meeting.

**ZONING AND CODES:** The Board was presented with the Annual Report for 2023. 106 Building Permits were issued. It's usually between 100-110. Also included is November and December's Planning Board minutes. Nothing special is coming up. A joint meeting is coming up this month. They will start to work on the Zoning Ordinance again with the new changes. The Tug Hill Conference at the Turning Stone is in May. Mr Howland has mailed the forms to the Planning and Zoning Boards. Town Clerk Millie Newcomb also has the registration forms in her office. Councilman Atkinson has a few questions about the violations on his report. There are a number of them that have a compliance date but no corrective date. He would like to know where the town is on those violations. Mr Howland explained that the outstanding ones are the ones like Phillips St in Richland, that he is working with Attorney Seiter, and the other on Valley Road. Most have been taken care of. There are a few that are habitual that we have to keep after and one that never takes care of. That is Mr Garvin on Lehigh Road. They will address this again in the spring. Most just haven't been updated on the computer. Supervisor North asked what the Board can do to help him get all the junk one taken care of. Mr Howland told the Board the quickest way is to have an administrative hearing. The Town Board is the judge and the jury. The Board agreed that they would like to do that. The Board would also like to work on a Local Law to regulate campgrounds. There is a 12 moratorium on campgrounds now that will expire in August 2024. Attorney Seiter has a few examples of Local Laws on campgrounds that he will forward to the Board to see which one they would like to adopt.

**HIGHWAY REPORT:** Superintendent Balcom gave the Board his report. One thing that wasn't on his report was the Highway went and picked up the Generator that was at the Water Building. As far as he knows right now, one of the seasonal guys welded a spot on the radiator and found 4 others. They will try to get another radiator for it. He knows that the Caterpillar radiator is very pricey but he was told by the mechanics that if they could get another one that will hold the same amount of water and cooling we will put that in and they will have a spare generator. They just picked it up and only have about 1 hour to check it out. They are pretty confident that they can get it running and be a spare. They have an axle over at the highway so maybe they can put it on that and have it be mobile to take wherever they need it. He thinks this will save the Town a lot of money if they can get it going. Mr. Balcom would like the Board to consider the seasonal guys, no decision has to be made tonight. He has 3 seasonal workers, and this is

the 3rd season. They are great guys. They have jobs in the summer but come back here every winter. He would really like to entice them to keep coming back. Mr Balcom would like to request that they get 2 of sick days, 1 personal day and 4 holidays that fall in the winter time. We just had a sickness go through the shop. A few of the seasonal guys got sick. Mr Balcom told them to go home but they said that they wouldn't get their 40 hours. They have to work 40 hours to get overtime by law. They are well worth that time in his opinion. Councilwoman Haynes asked about the wood stove in the Town Barn. Mr Balcom would like to reinstall the woodstove back in the barn. The chimney pipe that was in the wall wasn't good so that was taken down and disposed of. It would be replaced. The Board was in agreement with Mr Balcom with the wood stove. There was discussion about logging off the well field. It was the recommendation of Jeff Edick to leave the hardwood for now until the price goes up. The ash trees are dead or dying so those could and should be removed. Mr. Balcom asked about the status of the windmill. Attorney Seiter thinks it would be a good idea to take the windmill down and sell it if the Town can.

**BUILDINGS AND GROUNDS:** Built new shelves in the highway for oil to sit on. They have been cleaning out the tool room and moving things around to make room for the wood stove. Talk turned to the trailer at the Water Building. The Board decided to place the trailer on Auctions International. ***A motion to place the trailer on Auction International was made by Councilwoman Haynes and seconded by Councilman Pappa. In a roll call vote, all were in favor with a vote of "AYE".***

One last thing, Superintendent Balcom needs the Board to approve the Spending of Highway funds. The amount of chip money that the Town may receive from New York State is about \$350-\$360,000 . Mr. Balcom said in the past he paved 3 roads but it just depends on the cost of blacktop and how much money the Town gets. It also depends on how the winter treats the roads. ***A motion to spend highway funds was made by Councilwoman Gilson and seconded by Councilman Atkinson. In a roll call vote, all were in favor with a vote of "AYE".***

Update on the sale of the property on Dry Bridge Road. Attorney Seiter informed the Board that the Deeds for the property could not be found. The deeds are needed for the permissive referendum. The Attorneys Office ordered a title search and finally got the deeds. Now we can do the permissive referendum and put it out there. It's a 45 day wait. After that period is done, We have done the publication and if there are no petitions filed, we can proceed with the sale. Superintendent Balcom asked if the trees to be removed at the well field should be put out for bid. It was agreed that it would be. ***A motion to put a bid out to have the trees removed was made by Councilwoman Haynes and seconded by Councilman Atkinson. In a roll call vote, all were in favor with a vote of "AYE".***

Councilman Atkinson asked if the Town would like to have him contract a forester to mark the trees at the well field to be taken down. It was agreed that Mr. Atkinson will contact a Forester to mark the trees to be removed.

Next is the Gravel Lease with the Pollic Family. The Board has already approved the lease. Attorney Seiter sent the lease to the Pollic Family to review. Derrick Pollic has one question

about a DEC permit. He just wants to make sure that DEC permit wouldn't be a snag. After discussion, Attorney Seiter will edit the lease to say "not". He will add that and get back in touch with the family.

**RICHLAND PARKS:** Attorney Seiter will review the Salmon River Fishing Rights .He will contact the person that wrote the letter with the questions the Board has. Still waiting on the Richland Pond Permit from the DEC.

**COMPREHENSIVE PLANNING BOARD:** Update on the Comp Plan. What they are doing is starting over. They are into chapter 2. It's a live document. Councilman Atkinson found some good corrections. Some of the things in it are obsolete. It may take some time to do it. Anyone can attend the meetings. They are the 1st Thursday of the month here at the Courthouse. They start at 6:00 pm until 7:30pm. The Fernwood Community Center that is a 501c3 welcomes any donations to help get the deed to the property. The cost will be about \$8000.

**WATER REPORT:** Water Board Minutes from December 5. ***A motion to accept the minutes was made by Councilwoman Haynes and seconded by Councilman Atkinson. After some discussion and in a roll call vote, all were in favor with a vote of "AYE".***

**WATER SUPPLY EMERGENCY PLAN:** Councilman Atkinson has been working with Chief Water Operator Robert Hicks. He spoke to Mary this afternoon and they are sending over their copy of the revisions noting what has to be done. They found the Emergency Plan and Response Plan. Working on both of those. They are waiting on Bill Havner now. Once we make those revisions, they can send it to New York State. We should be in compliance then. This has to be done every 5 years.

**Verizon Contract Update:** Attorney Seiter did contact the liaison with Verizon and the Town was correct with their figures. The figures were \$18,000 per year for the lease on the Water Property. They will make the correction on the lease and send it back for the Town to sign. Osmose Contract. Per Councilman Pappa we are going to pass on that contract. Mr Pappa has been in contact with National Grid and they will go and look at the pole. He does like the idea of burying the lines as opposed to new poles. According to National Grid, it's the cheaper way to go and they are working on some numbers. The National Grid rep thinks the poles are fine with a few that they checked but they will go around next week and dig around to check them out. There is no sense in paying \$8-10,000 for something that we are just going to change. According to Councilwoman Gilson, there is only a difference of \$5000. The price was \$60,000 for the poles and \$65,000 to go underground. If the Town can do the digging themselves we can save a ton of money.

Legislator Gilson advised if the town will bury the cable, he knows its water vs highway, put a value on that so we don't lose that charge on ARPA. Have the highway charge water. It's a legal expense. Plus the change, we have to let David Turner know about the change from the poles to underground don't do it as an in kind. National Grid Supervisor John Curry advised that

everyone is starting to bury everything. It's less of a headache. We do have heavy winds and ice here. Superintendent Balcom has a sheet about what to charge for various jobs. Next is the Water on/off rates. Councilman Pappa explained that there are a lot of camps in the town. The Town of Sandy Creek does one free on/off per year. This way as water operators we are out there everyday so we can make a note that they had one on and one off. If it's on the weekends it's overtime. It's just a nice thing to do. ***A motion for one free on/off per year for seasonal residents was made by Councilwoman Haynes and seconded by Councilwoman Gilson. In a roll call vote, all were in favor with a vote of "AYE".*** If more than one is done, the fee will be \$60.

Cyber Security: This comes down to who does our IT for the Offices. Town Clerk Newcomb advised that our IT person did this last year for the Insurance Company. Councilman Atkinson said that it wasn't updated in his records.

**Legislator Yerdon** was next. He arrived at 7:10pm. Supervisor North asked if he had anything for the Town Board. Mr. Yerdon has the scheduled A-Tax delinquent properties list. This is the list for all the properties for Oswego County. The owners have until January 26th to pay the back taxes. January meeting with the legislature was reappointments.

**DOG REPORT:** A motion accepting the Dog Control Report was made by Councilwoman Gilson and seconded by Councilwoman Haynes. In a roll call vote, all were in favor with a vote of "AYE"

**SUPERVISOR REPORT:** No report

**JUSTICE REPORTS:** November Justice Reports for both Ridgeway and Conger were presented. With no discussion, a motion was made by Councilwoman Gilson and seconded by Councilwoman Haynes to accept the report as presented. In a roll call vote, all were in favor with a vote of "AYE".

**WARRANT OF BILLS:** Abstract #1-2024 and 14 -2023 are next for review. ***A motion to accept both abstracts was made by Councilwoman Haynes and Councilwoman Gilson. In a roll call vote all were in favor with a vote of "AYE".***

**TOWN BOARD MINUTES:** Minutes from November 14, November 27, December 12, December 28, and January 2, 2024. ***A motion to accept all the minutes as presented was made by Councilman Pappa and seconded by Councilwoman Gilson. In a roll call vote all members were in favor with a vote of "AYE".***

**TOWN CLERKS REPORT:** A motion to accept the Town Clerks Report for December 2023 was made by Councilwoman Gilson. In a roll call vote, all were in favor with a vote of "AYE".

**CEMETERY UPDATES:** No report

**TOWN HISTORIAN REPORT:** No report.

**MISCELLANEOUS BUSINESS:** Standard mileage rate is now \$.67 per mile. A motion to accept the Official Undertaking 2024, Investment Policy 2024, Procurement Policy 2024 and standard mileage rate was made by Councilman Pappa and seconded by Councilman Atkinson. In a roll call vote, all were in favor with a vote of "AYE". ***A motion to delete the Water Supervisor's position with a salary of \$25,000 was made by Councilwoman Haynes and seconded by Councilman Pappa. In a roll call vote, all were in favor with a vote of "AYE".*** Discussion about the letter of Support to the Village of Pulaski. Councilwoman Haynes is okay with the letter of support but wants more discussion if the Village wants monetary support. Supervisor North says that there is another letter about what the Town can do to help the Village with the sidewalks to the High School.. Sometimes helping the Village actually helps the Town out more. Supervisor North will get with the Mayor to set up a time for the Board and the Village Board to meet. Tentative date is for Monday, January 22. Again the Tug Hill Conference is May 1 & 2 2024. Councilman Atkinson asked if the Town would like to join the Tug Hill Commission. Village resident Carl Falk asked if the Town of Richland was eligible to join. It is thought that the Town would have to be invited to join.

***Councilman Pappa would like to make a motion to end the Water Boards Existence. They are basically used just for projects. He would like to go back to Bob Hicks coming to the Board and go from there. He thinks that would work better. Councilwoman Haynes seconded this motion. Since they are an advisory Board, it's within the Town Boards right to end it. With no more discussion, and in a roll call vote, all were in favor with a vote of "AYE".***

***A motion to go into Executive Session to discuss contracts with Fulton Boiler and Schoeller was made by Councilwoman Haynes and seconded by Councilwoman Gilson. In a roll call vote, all were in favor with a vote of "AYE". 8:40pm***

***A motion to come back into regular session was made by Councilwoman Gilson and seconded by Councilwoman Haynes. In a roll call vote, all were in favor with a vote of "AYE". 9:39pm. No results of the Executive Session were given to the Town Clerk.***

**NEXT TOWN BOARD MEETING:** February 13,2024

**MEETING ADJOURNED:** ***With nothing more to bring before the Board, a motion to adjourn was made by Councilwoman Gilson and seconded by Councilwoman Haynes. All were in favor with a vote of "AYE". 9:40pm***

Respectfully submitted by

Millie Newcomb  
Town Clerk

