



## VILLAGE OF RICHFIELD SPRINGS BOARD OF TRUSTEES MEETING MINUTES AND ORDER OF BUSINESS

March 28, 2023

Present: Elected Officers: Mayor Richard Spencer  
Trustees, Fred Culbert, Robin Moshier, Ruth Stewart  
and Lucas VanRiper

Appointed Officers: Clerk Lori Gilliam, Deputy Clerk Harriett Geywits  
Also present: ZEO Officer Joseph Roberts, DPW Superintendent Joe Coan, MVP rep. Kevin Morse, B&L  
Engineers Chris Lawton & Ben Girard.

**Mayor Spencer called the meeting to order at 7:12 pm followed by the Pledge of Allegiance.**

MVP Health Insurance representative Kevin Morse handed out information on new insurance and rates for the upcoming year. He will return on April 17<sup>th</sup> for employee questions and sign ups.

Representatives from Fisher Auto were in attendance to seek approval for a sign for their new store location at 1 Main Street. The Board approved.

ZEO Joseph Roberts reported that Attorney Joseph Castiglione stated that there was no more to be done at 18 Johnson Street and that we were able to let the owner back on the property.

Roberts stated that there were many Zoning Codes that needed to be rewritten to reflect redirection back to the right code numbers. He stated he would meet with ZBA Members Nancy Duevel and Jeanne Grampp to set up a meeting date to correct these issues and come up with a proposed finish date to bring back to the next meeting. He also stated that they are seeking new committee members to help with this task.

Mayor Spencer requested Board approval on behalf of Fire Chief Mark Elderkin for testing on various equipment and repairs from Safety First Fire Equipment Testing in the amount of \$2,723.00.

**Motion by Trustee Stewart, 2<sup>nd</sup> by Trustee Culbert to approve estimate from Safety First Fire Equipment Testing in the amount of \$2,723.00. All voted yes.**

Mayor Spencer reported the Fire Department Tanker, a 1997 model, is back in service.

DPW Superintendent Joe Coan stated that he is getting the specifications ready to put the Trooper Barracks roof replacement out for bid.

Superintendent Coan requested Board approval for hiring Orkin to control the pest population at the Trooper Barracks, Orkin quoted the initial visit would be \$296.00 and monthly maintenance fee would be \$84.00 for 6 months. After that the yearly cost would be \$802.52 and the next year would be \$ 506.00.

**Motion by Trustee Moshier, 2<sup>nd</sup> by Trustee Stewart to approve contract with Orkin for Pest Control at the Trooper Barracks. All voted yes.**

Superintendent Coan submitted estimates from Central Plumbing in the amount of \$1,500.00 and Bruce Hall in the amount of \$1,500.00 to fix and update the urinals in the Trooper Barracks. An additional estimate from Auto Flushers was submitted for \$1,100.00 but it was decided that automatic devices weren't needed.

**Motion by Trustee Culbert, 2<sup>nd</sup> by Trustee Stewart to approve Bruce Hall in the amount of \$1,500.00. All voted yes.**

Superintendent Coan reported leaks in the library's roof along with cracks in the stucco walls needing repairs. The cost of using soft shingles, with ice and water shield for the roof would be \$19,500. He will secure other estimates for the next meeting.

Superintendent Coan reported on having specifications ready to put paving jobs out to bid. He has been working with Water Plant Supervisor Bordinger implementing a schedule and procedures to start replacing water meters beginning with those that are not reading.

Chris Lawton, P.E., LEED AP Vice President of Barton & Loguidice Engineering reported the deadline for reports is due June 16<sup>th</sup> for the Grants that were awarded last fall on the GIGP Project in total amount of \$40,000.00. His hope is to write a complimentary report on what needs to be upgraded and come back with scenarios that would need more money, thus equaling more grant money. He will request two meetings over the next three months.

Mr. Lawton also requested Board make Resolutions to enter into an agreement between the Village of Richfield Springs and B&L Engineers for professional Services for Drinking Water System Improvement Project and Wastewater Treatment Plant & Sanitary Sewer Improvement Project.

#### **RESOLUTION #12**

##### **AGREEMENT BETWEEN VILLAGE OF RICHFIELD SPRINGS AND B&L ENGINEERING FOR PROFESSIONAL SERVICES FOR DRINKING WATER SYSTEM IMPROVEMENT PROJECT**

WHEREAS, the Village of Richfield Springs engaged the services of Barton & Loguidice Engineering for a Feasibility Study upgrading existing stormwater infrastructure resulting in the award of \$1,000,000 through Environmental Facilities Corporation for the Green Infrastructure Grant Program (GIGP) for such project; and

WHEREAS, B&L Engineering has submitted a proposal outlining their professional services for the Green Infrastructure Grant Program at an estimated cost proposal of \$40,000.00.

THEREFORE BE IT RESOLVED, that the Village Board of Trustees of the Village of Richfield Springs accepts B&L Engineering Green Infrastructure Grant Program Proposal for professional services and confirms project is a Type I I action under State Environment Quality Review Act; and

BE IT FURTHER RESOLVED, that upon transmittal of executed original Agreement, the Village Board of Trustees hereby authorizes and directs Mayor Spencer to sign said Agreement and to fulfill Village's obligations under the Agreement.

**Motion by Trustee VanRiper, 2<sup>nd</sup> by Trustee Moshier to adopt Resolution. All voted yes.**

#### **RESOLUTION #13**

##### **AGREEMENT BETWEEN VILLAGE OF RICHFIELD SPRINGS AND B&L ENGINEERING FOR PROFESSIONAL SERVICES FOR WASTEWATER TREATMENT PLANT & SANITARY SEWER IMPROVEMENT PROJECT**

WHEREAS, the Village of Richfield Springs engaged the services of Barton & Loguidice Engineering for a Feasibility Study upgrading existing stormwater infrastructure resulting in the award of \$1,000.00 through Environmental Facilities Corporation for the Green Infrastructure Grant Program (GIGP) for such project; and

WHEREAS, B&L Engineering has submitted a proposal outlining their professional services for the Green Infrastructure Grant Program at an estimated cost proposal of \$40,000.00.

THEREFORE BE IT RESOLVED, that the Village Board of Trustees of the Village of Richfield Springs accepts B&L Engineering Green Infrastructure Grant Program Proposal for professional services and confirms project is a Type I I action under State Environment Quality Review Act; and

BE IT FURTHER RESOLVED, that upon transmittal of executed original Agreement, the Village Board of Trustees hereby authorizes and directs Mayor Spencer to sign said Agreement and to fulfill Village's obligations under the Agreement

**Motion by Trustee Stewart, 2<sup>nd</sup> by Trustee Culbert to adopt Resolution. All voted yes.**

**Motion by Trustee VanRiper, 2<sup>nd</sup> by Trustee Culbert to approve minutes from the 3/28 meeting. All voted yes with the exception of Trustee Moshier who abstained.**

**Motion by Trustee Moshier, 2<sup>nd</sup> by Trustee Stewart to adopt Cash Transfers from Treasurer Yacco. All voted yes.**  
Cash Transfer:

FROM	A9901.01	Interfund	30,000.00
TO	FX5031		30,000.00

**Motion by Trustee Stewart, 2<sup>nd</sup> by Trustee VanRiper to approve Abstract #20. All voted yes.**

General Fund	13,231.18
Water Fund	1,624.22
Sewer	2,862.23
T&A	30.63
Total	17,748.26

Mayor Spencer reported working on the new fiscal year's Budget and having a Public Hearing on the 11<sup>th</sup> before the regular meeting for any public comments.

Mayor Spencer reported on behalf of Don Hall that he is working on new contracts for next year that will include all types of Grants.

Congratulations were extended to Trustee Luke VanRiper and Trustee Fred Culbert on their joining the Village Board for the next term.

**Motion by Trustee Moshier, 2<sup>nd</sup> by Trustee Culbert to adjourn Regular meeting and go into executive session at 9:01 pm. All voted Yes.**

**Motion by Trustee Moshier, 2<sup>nd</sup> by Trustee Culbert to enter into Executive Sessions for Court Audit and GIGP Daylighting Project at 9:01 pm. All voted yes.**

Mayor Spencer, Trustees Stewart, Culbert, VanRiper and Moshier entered into an Executive Session at 9:01 pm to discuss the recent Court Auditing and Recommendations from a meeting that was held on March 23, 2023 in the Library Memorial Room with Joshua Shapiro, Court Attorney-Referee from the State Comptroller. Executive session ended at 9:19 pm.

Mayor Spencer, Trustees Stewart, Culbert, VanRiper and Moshier entered into an Executive Session at 9:20 pm along with Chris Lawton from Barton & Loguidice to discuss why McManus Engineering will no longer be part of the Daylighting project and now B&L Engineers will take over. Executive Session ended at 9:35 pm.

Respectfully submitted,  
Lori Gilliam, Village Clerk

