

January 13, 2005 Pre Town Board Meeting Open Forum

Supervisor Ireland introduced the new County Legislator for our area, the Honorable Mr. James Rhinehart.

Grace Grenga, 1872 Route 174, explained "Toys for Tots" program collection boxes will be in four locations throughout the Town of Spafford until the end of October 2005. The Spafford Food Pantry will be given the opportunity to select from the toys collected for distribution in their Christmas boxes to the Pantry families. The remainder of the toys will be turned over to the U.S. Marines.

Kathy Adams, 953 Bacon Hill Road, raised the topic of a comprehensive/master plan for the Town of Spafford. There was discussion of the topic.

Mary Bean, 3260 Becker Road, read a statement regarding the need for a follow up visit by the New York State Department of State, Codes Division.

Mary Pirnie, 1572 Tracy Drive, was not present to discuss her requested agenda topic.

Councilor Joyce Barnett submitted a proposed policy for appointments and re appointments to Town positions. Councilor Barnett also spoke regarding correspondence between Mr. Robert Freeman, New York State Committee on Open Government, and herself.

ORGANIZATIONAL & REGULAR TOWN BOARD MEETING January 13, 2005

At 7:40 p.m. Supervisor Ireland called to order the organizational meeting of the Spafford Town Board. Councilors Fred Chappell, Billy Vinzant, Jeffrey Ireland and Joyce Barnett were present. Highway Superintendent Carl Wiers, Accountant Thomas Chartrand, and Town Clerk Lisa Valletta were also present. Supervisor Ireland opened the organizational portion of the meeting for the Town of Spafford for the fiscal year 2005. The following items were presented for approval:

---Alliance Bank of Cortland as Official Town Repository and as initial repository of collected moneys from the Town Clerk.. Key Bank, Marcellus office as initial repository of collected moneys from the Town Tax Collector, and Partners Trust bank as initial repository of collected moneys from the Town Justice.

---Allow Town Supervisor to purchase postage as needed for Town correspondence, payment of invoices, and postage for the Town Tax Collector

---Salaries for:

Supervisor:	\$ 5,330.00
Councilmen:	\$ 5,800.00 (4 @ \$1,450.00 each)
Justice:	\$ 3,075.00

Justice Clerk:	\$ 1,400.00
Town Clerk:	\$10,775.00
Tax Collector:	\$ 2,255.00
Assessor:	\$10,300.00
Highway Superintendent:	\$39,520.00
Transfer Station Supervisor:	\$ 2,910.00
Dog Control Officer:	\$ 1,040.00
Codes Enforcement Clerk:	\$ 4,370.00
Zoning Board Clerk:	\$ 10.00/hr
Transfer Station Attendant:	\$ 9.75/hr
Custodian:	\$ 1,080.00

---Appoint Transfer Station Supervisor – Carl Wiers (re appointment)

---Appoint Dog Control Officer - William Burns (re appointment)

---Pay scale for Election Inspectors (hourly rate, flat rate for classes + mileage) (\$7.00/hr, \$10.00 + 0.40/mile)

---Pay scale for Recanvassers (\$15.00/election)

---Appoint Reagan & Dailey as Town Attorney (re appointment)

---Appoint Highway Superintendent to responsibility for transportation of election materials.

---Pay scale for Highway employees (\$14.50/hr for full-time & provision of uniforms – full time being a 40 hour work week)

---Appoint Town Historian – Barbara Shoemaker (re appointment)

---Voting machine custodian pay scale (\$75.00 per election, per machine)

---Designate polling places District #1(Spafford Town Hall) & District #2 (Spafford Fire House)

---Designate Official Town Newspaper as Skaneateles Press; Town Board authorization needed to advertise additionally in the Skaneateles & Tully Pennysaver.

HIGHWAY EMPLOYEE BENEFITS

Full time Highway employees, after one full year of employment, to be paid \$14.50 per hour beginning at the start of business on January 1, 2005.

Full time employees and Transfer Station attendant to be paid every two weeks. Pay days to be every other Wednesday, barring unforeseen circumstances. Pay period to end at 12:00 midnight on the Friday before pay day. Overtime will start after the first 40

hours of work.

Health insurance: To be provided by the Town for full time employees through Excellus. Also new highway employees to be covered by health insurance as of the first day of the month following employment. Also, married employees will be provided with married coverage.

Vacation:

Full time employees will receive one week of vacation forty hours after one full year of service and two weeks of vacation 80 hours after two years of service. Three weeks of vacation will be granted after ten (10) years of service. No vacation to be taken during the winter months, November 1 through March 31. Vacation requests must be submitted two (2) weeks in advance for approval by the Highway Superintendent. Vacation days are based on an eight hour day/forty hour week.

Sick leave:

Four (4) sick days per year, (January 1 - January 1) are allowed, starting January 1, 2005. Sick leave can accrue for 2 years and any unused time can be sold back to the Town at the employee's regular rate of pay.

Personal Days:

Three (3) personal days per year are allowed, starting January 1, 2005.

Bereavement:

Three (3) days of bereavement are allowed for death of a family member, specifically - mother, father, spouse, child, stepchild, sister, or brother.

Holiday, sick day, bereavement, and personal day pay rates are based on an eight (8) hour day at the employees regular rate of pay.

Disability Insurance:

To be provided by the Town for all full time Highway employees.

During the winter months, employees are required to keep the person in charge notified as to where they can be reached in case their services are needed.

Jury Duty: the Town of Spafford will pay the regular hourly wage for full time employees called to serve on jury duty. Pay will be based on the regular hourly rate for a maximum of four (4) weeks. Any pay received by the employee must be turned back to the Town of Spafford Supervisor to offset the regular pay. Employees must notify their Supervisor upon receiving a summons for Jury duty. When attendance is not required for Jury duty, employee must report for work, even on partial days. Whenever Jury duty extends beyond a four (4) week period, the Town Board will make a ruling on pay procedure

Designated Holidays

The observed day is the holiday for overtime purposes

President's Day	February 21, 2005 (Monday)
Memorial Day	May 30, 2005 (Monday)
Independence Day	July 4, 2005 (Monday)
Labor Day	September 5, 2005 (Monday)
Columbus Day	October 10, 2005 (Monday)
Election Day	November 8, 2005 (Tuesday, floating holiday- work this day)

Veterans' Day	November 11, 2005 (Friday)
Thanksgiving Day	November 24, 2005 (Thursday)
Christmas Day	December 26, 2005 (Monday, the actual holiday is on Sunday)
New Year's Day	January 2, 2006 (Monday, the actual holiday is on Sunday)

Work on November 8, 2005- use the holiday for the Friday after Thanksgiving, November 25.

Steel-toed safety shoes will be furnished by the Town according to OSHA regulations. \$100.00 per year for full time Highway Department employees. Employees will be required to wear the steel-toed shoes any time they are working for the Town.

Any disputes or interpretations of the Highway rules will be settled by the Town Board.

---Purchase of heating oil, crushed stone, salt, gasoline, diesel fuel, tires and asphalt emulsion under county cooperative bid. Also use of NYS contracts where appropriate.

---Appoint Chairman of Zoning Board of Appeals – Christopher White (re appointment)

---Town Supervisor to pay Town telephone and electric bills as received, and in advance of claim.

--- Town Supervisor to pay Health insurance bills as received, and in advance of claim.

---Appoint Town Hall custodian and set work schedule and pay rate, (once a week \$1,080.00/yr) – Kim Read (re appointment)

---Allow Highway Superintendent to purchase small tools up to a cost of \$500.00.

---Location, day, and time of Town Board meetings (Spafford Town Hall, 2nd Thursday each month, 7:30 p.m. unless otherwise noted and

published)

---Mileage rate for Town Employees, (\$0.40/mile), pay lunch cost for employees while attending meetings

--- Reimbursement for additional classes, meetings, seminars, etc. requires Town Board authorization prior to attendance.

---Pay members of Planning Board, Assessment Review Board and Zoning Board of Appeals \$10.00 per person, per meeting attended.

---Thomas Chartrand Accounting Service as Town Accountant

---Appoint Code Enforcement Officer --- Fred Chappell

---Appoint Court Clerk – Carolyn Schinaman (re appointment)

--- Appoint Ethics Committee: Cherry Randall, Chris Fesko, and Matthew O'Brien (re appointments)

--- Appoint Chair of Ethics Committee: Councilor Bill Vinzant

---Retirement System standard as a 6 hour workday

---Audit Town Clerk's books for 2004

---Audit Justice books for 2004

---Continue to follow current Procurement Policy

---Continue to follow current Investment Policy

---Appoint Deputy Town Supervisor with authority to sign checks and made deposits as needed when Town Supervisor is unavailable. – Bill Vinzant (re appointment)

---Renew contract with Life Safety Consultants for the 2005 fiscal year in the amount of \$11,437.00.

--- Allow the Town Supervisor 60 days from January 1, 2005 to file annual report with the office of the State Comptroller and with the Town Clerk. The report will be prepared by Thomas Chartrand Accounting.

--- Authorize Supervisor Ireland to invest idle funds into interest bearing accounts at Alliance Bank of Cortland

--- Set returned check fee at \$20.00 per check.

Councilor Barnett questioned the scheduled audit of the Town Clerk's books and the Town Justice's books. She read from Section 123 of the Town Law of the State of New York, "*On or before the twentieth day of January each person, who as a town officer or employee received or disbursed any moneys in the previous fiscal year, shall account with the town board for such moneys and shall produce all supporting books, records, receipts, warrants, vouchers and cancelled checks or check images as authorized by section ninety-nine-b of the general municipal law.*"

Councilor Barnett voiced concern that the audit is to be completed by the twentieth of January and there is no opportunity to receive a public report from the accountant in time for compliance. Accountant Thomas Chartrand explained that Section 123 of the Town Law of the State of New York allows sixty days from the close of the town's fiscal year for completion of the audit.

Councilor Barnett consulted the quoted section of law and read further where it stated: "*The provisions of this section requiring an annual accounting and submission of books and records by all town officers and employees to the town board shall not apply to a town having a town comptroller, nor to a town which, prior to the twentieth day of January, shall have engaged the services of a certified public accountant or public accountant to make an annual audit to be completed within sixty days after the close of the town's fiscal year.*" Councilor Barnett thanked

Mr. Chartrand for the clarification.

Mr. Jody Fisher, 681 Route 41, a Town of Spafford highway employee, explained to the Town Board that the holidays occurring during the four day/10 hours per day work weeks are misrepresented in the pay rate. The holiday pay is based on an eight hour day; which allows for only a thirty-eight hour week during the four day work week schedule. The actual time missed is ten hours. The Town Board agreed to base the holiday pay during the four day work week schedule on a ten hour day. The eight hour base will remain in effect for the holidays outside of the four day work week schedule.

Highway Superintendent's Report

§ Highway Superintendent Carl Wiers reported excellent performance of the cell phone he has been using on a trial basis of the last month. The service is with Cingular Wireless. Mr. Wiers requested the Town Board approve the two year contract for the cell phone. The monthly bill is \$39.00. A motion to approve the contract was made by Councilor Vinzant and seconded by Councilor J. Ireland. The motion PASSED - AYES - 5, NAYS - 0. Voting aye - G. Ireland, Chappell, Vinzant, J. Ireland, and Barnett.

Supervisor Ireland asked if the highway employees would be retaining the beepers they currently use. Mr. Wiers responded he will turn his beeper in, but the employees will retain theirs. The beepers allow Mr. Wiers to contact the employees no matter where they are at the time.

§ The Spafford Fire Commissioners have requested permission to use the newly established Town radio frequency for Town-wide emergencies. The Commissioners are willing to reimburse half of the cost paid by the Town for the set up. A motion to allow the Spafford Fire Commissioners emergency access to the Town radio frequency was made by Councilor Chappell and seconded by Councilor J. Ireland. The motion PASSED - AYES - 5, NAYS - 0. Voting aye - G. Ireland, Chappell, Vinzant, J. Ireland, and Barnett.

§ The new payloader was delivered on Tuesday, January 11.

§ Installation of additional electricity in the cold storage building is in progress.

§ Heat tape is being installed in the water line between the highway garage and the town hall to prevent the pipe from freezing.

§ If the old grader is traded in for a new mowing machine, it can realize \$16,000.00. The first payment for a new mowing machine is \$17,000.00. Following a brief discussion, the Town Board requested this topic be tabled until the February meeting.

§ Mr. Wiers requested authorization to hire temporary employees as needed. Said employee to be hired for a term of no more than two weeks. A motion authorizing the Highway Superintendent to hire temporary employees as stated, at a pay rate equal to that of the full-time highway employees was made by Councilor Vinzant and seconded by Councilor J. Ireland. The motion PASSED - AYES - 5, NAYS - 0. Voting aye - G. Ireland, Chappell, Vinzant, J. Ireland, and Barnett.

I.D.A. Grant

Following a discussion for clarification:

RESOLUTION # 1-2005

WHEREAS, the Town Board of the Town of Spafford has been in pursuit of Community Development grant funding for improvement of the properties located at the Four Corners of Borodino and,

WHEREAS, the Grange building is considered to be within the Borodino Four Corners area and,

WHEREAS, the Grange building is owned by the Spafford Area Historical Society and,

WHEREAS, Onondaga County Community Development Division has stipulated the Town of Spafford shall enter into a long term agreement with the Spafford Area Historical Society and,

WHEREAS, said agreement has been accepted by the Spafford Area Historical Society and the Town Board of the Town of Spafford as recorded in Spafford Town Board Resolution #16-2004,

NOW THEREFORE, on a motion made by Town Supervisor Gordon Ireland and seconded by Councilor Bill Vinzant,

BE IT RESOLVED, that the Town Board of the Town of Spafford does hereby accept the funding available from Onondaga Community Development under contract #76704.

Gordon Ireland	aye	Fred Chappell	aye
Bill Vinzant	aye	Joyce Barnett	aye
Jeffrey Ireland	aye		

I, Lisa M. Valletta, Clerk of the Town of Spafford, County of Onondaga, State of New York, do hereby certify that the foregoing was duly adopted by the Town Board of the Town of Spafford, County of Onondaga, State of New York, at their regular monthly meeting held on the 13th day of January 2005, a quorum being present.

In witness whereof, I have hereunto set my hand and affixed the seal of my office.

Dated: _____

Lisa M. Valletta, Town Clerk of the Town of Spafford**December 9, 2004 Minutes**

Town Clerk Lisa Valletta corrected the votes cast by Councilor Barnett following the executive session. Councilor Barnett voted nay on the motion to advertise for engineering services for the demolition of the building at 1865 East Lake Road and the motion to permit the Town Attorney to follow up with Community Development Contract No. 99701. A motion to accept the minutes of the December 9, 2004 Town Board meeting with the corrected votes was made by Councilor Barnett and seconded by Councilor Chappell. The motion PASSED - AYES - 5, NAYS - 0. Voting aye - G. Ireland, Chappell, Vinzant, J. Ireland, and Barnett.

Bills

The following bills were presented for approval, (Machinery bills and Snow bills are included in the Highway bills):

<u>FUND</u>	<u>VOUCHER #'S</u>	<u>TOTAL</u>	<u>MOTION</u>	<u>SECOND</u>
<u>CARRIED</u>				
General aye	1 – 3 & 5 - 43	\$57,441.86	J. Ireland	Chappell
Highway	1-16	\$184,009.95	Vinzant J. Ireland	aye

Town Supervisor's Statement for December 2004

Mr. Chartrand submitted the Town Supervisor's Statement for December 2004. Mr. Chartrand commented that the Justice Court revenue came in over budget and General Payroll #12 was increased due to distribution of the annual payroll.

Miscellaneous

§ Supervisor Ireland asked those assembled to think about a summer youth program. If any one is willing to organize one, they should submit their plan to the Town Clerk as soon as possible.

§ Community Development funding requests are due by February 25. The qualifying status of the Town of Spafford has changed; the town is no longer considered "low income". Applications are available from the Town Clerk if any one is interested in

submitting a project idea to the Town Board.

§ Supervisor Ireland requested authorization from the Town Board to contract for an asbestos study at 1865 East Lake Road. Community Development and the Town attorney both recommend appointing an engineer for the work instead of advertising. There was a discussion of the property at 1865 East Lake Road. There were requests to wait on the demolition of the buildings. Supervisor Ireland explained the contract with Community Development requires demolition of the two buildings. The discussion for delay of demolition continued.

A motion was made authorizing Supervisor Ireland to arrange for the asbestos study and delay demolition until April 15, 2005; the interval to be used by the concerned residents to find an alternative solution that will not cost the Town residents \$65,000.00. The motion was made by Councilor Vinzant and seconded by Councilor Barnett. No vote was called. \$65,000.00 was the purchase price of the property, \$50,000.00 of which was funded by a Community Development grant. The Town of Spafford paid the remaining \$15,000.00. The grant was issued with the stipulation that the buildings be demolished. If the buildings are not razed, the \$50,000.00 must be repaid to Community Development. The discussion of the future of the buildings continued.

Councilor Vinzant rephrased his motion: authorize Supervisor Ireland to arrange for the asbestos study and to postpone demolition of the buildings until April 14, 2005, the time interval to be used by the concerned residents to develop a plan to possibly save the house, said plan to prevent a \$65,000.00 cost to the residents of the Town of Spafford; monthly reports of the plan's progress should be made to the Town Board; if the plan is not workable, demolition to begin on April 15, 2005. The new motion was seconded by Councilor Barnett. The motion PASSED - AYES - 4, NAYS - 1. Voting aye - Chappell, Vinzant, J. Ireland, and Barnett. Voting nay - G. Ireland.

Town Clerk's Report

December 2004 Cash Report

Town Clerk Lisa Valletta presented her report of fees taken in during the month of December 2004. A total of \$1,151.56 was realized for the Town. A motion to accept the Town Clerk's report as presented was made by Councilor Chappell and seconded by Councilor Vinzant. The motion PASSED - AYES - 5, NAYS - 0. Voting aye - G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett.

Orders to Remedy

Mrs. Valletta reported on the timeline regarding Orders to Remedy being sent to three residents following complaints being filed.

Bockes Road

A letter was received from Mr. Earle Eastman, 1769 Wiles Lane, requesting the posting of speed limits on Bockes Road.

RESOLUTION #2-2005

WHEREAS, the current legal speed limit for Bockes Road is fifty-five miles per hour (55 mph) and,

WHEREAS, the Town Board of the Town of Spafford believes that to be an excessive speed in that area and,

WHEREAS, a letter requesting a lower speed limit on Bockes Road has been received by the Town Board of the Town of Spafford and,

NOW THEREFORE, on a motion made by Councilor Fred Chappell and seconded by Councilor Joyce Barnett

BE IT RESOLVED, that the Town Board of the Town of Spafford does hereby approve of and formally request a reduction of the speed limit on Bockes Road

Gordon Ireland aye
Billy Vinzant aye
Joyce Barnett aye

Fred Chappell aye
Jeff Ireland aye

I, Lisa M. Valletta, Clerk of the Town of Spafford, County of Onondaga, State of New York, do hereby certify that the foregoing was duly adopted by the Town Board of the Town of Spafford, County of Onondaga, State of New York, at their regular monthly meeting held this 13th day of January, 2005, a quorum being present.

In witness whereof, I have hereunto set my hand and affixed the seal of my office.

Dated: _____

Lisa M. Valletta, Town Clerk of the Town of Spafford

Appleton Disposal Bill

Mrs. Valletta explained the billing for services by Appleton Disposal for December 2004 did not include the individual invoices. Mrs. Valletta further explained the fuel surcharges on the

November billing were billed twice and she will verify the correctness of the December billing before the bill is paid. Mrs. Valletta requests the Town Board authorize payment of the December 2004 Appleton Disposal bill after verification of the billing. A motion to pay the December 2004 Appleton Disposal bill after confirmation of accurate billing was made by Councilor Vinzant and seconded by Councilor J. Ireland. The motion PASSED - AYES - 5, NAYS - 0. Voting aye - G. Ireland, Chappell, Vinzant, J. Ireland, and Barnett.

Various Policies

Mrs. Valletta explained the request from the Town's insurance provider, Eastern Shore Associates, to adopt updated policies; specifically regarding sexual harassment and equal opportunity employment. Eastern Shore Associates also requested an Internet usage policy be adopted. Supervisor Ireland tabled the policies until the February 10, 2005 meeting to allow time for review of the updates provided by the Town Clerk.

Board of Assessment Review Appointment

Mrs. Valletta explained the end of term dates for Mrs. Ruth Vinzant and Mr. Robert Eibert, members of the Board of Assessment Review, were inadvertently switched. The wrong appointment was made at the September 2004 Town Board meeting. A motion to invalidate the extension of Mrs. Vinzant's term to September 30, 2009 and to re appoint Mr. Robert Eibert to a new term beginning immediately and ending September 30, 2009 was made by Supervisor Ireland and seconded by Councilor Vinzant. The motion PASSED - AYES - 5, NAYS - 0. Voting aye - G. Ireland, Chappell, Vinzant, J. Ireland, and Barnett.

Association of Towns

Mrs. Valletta informed the Town Board of the information received from the Association of Towns regarding the upcoming conference in New York City in February 2005.

Onondaga County Planning Board

The Onondaga County Planning Board has scheduled a training session, any interested Town officials are invited to attend.

Recess

Supervisor Ireland made a motion to recess to allow the Board to enter into executive session for review the submitted applications for the Building Department Clerk/Zoning Board of Appeals Secretary position. Councilor Chappell seconded the motion. The motion PASSED - AYES - 5, NAYS - 0. Voting aye – G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett. Meeting recessed at 9:50 p.m.

Executive Session

A motion to enter into executive session at 10:10 p.m. for review of the applications was made by Councilor Vinzant and seconded by Councilor Chappell. The motion PASSED - AYES - 5, NAYS - 0. Voting aye – G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett.

At 10:30 p.m. Councilor Vinzant made a motion to exit executive session. The motion was seconded by Councilor Barnett. The motion PASSED - AYES - 5, NAYS - 0. Voting aye – G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett.

Mrs. Joyce Ellis, Mrs. Kimberly Read, and Mrs. Christine Weidner will be invited to an interview with the members of the Town Board on Saturday, January 15, 2005 at 9:30 a.m.

RESOLUTION # 3-2005

WHEREAS, the Town Board of the Town of Spafford has met on this 13th day of January, 2005 with Town Supervisor Gordon Ireland, Councilor Bill Vinzant, Councilor Fred Chappell, Councilor Jeffrey Ireland, and Councilor Joyce Barnett all being present, thereby establishing a quorum, and

WHEREAS, the items listed at the beginning of this session for the organization of operations of the Town of Spafford are acceptable to all present,

NOW THEREFORE, on a motion made by Councilor Ireland and seconded by Councilor Vinzant

BE IT RESOLVED, that the Town Board of the Town of Spafford has hereby adopted the aforesaid organizational agenda for the fiscal year 2005.

Gordon Ireland	aye	Joyce Barnett	aye
Fred Chappell	aye	Jeffrey Ireland	aye
Billy Vinzant	aye		

I, Lisa M. Valletta, Clerk of the Town of Spafford, County of Onondaga, State of New York, do hereby certify that the foregoing was duly adopted by the Town Board of the Town of Spafford, County of Onondaga, State of New York, at their regular monthly meeting held this 13th day of January, 2005, a quorum being present.

In witness whereof, I have hereunto set my hand and affixed the seal of my office.

Dated: _____

Lisa M. Valletta, Town Clerk of the Town of Spafford

Adjournment

A motion to adjourn this meeting of the Spafford Town Board until Saturday, January 15, 2005 at 9:30 a.m. was made by Councilor Barnett and seconded by Councilor Vinzant. The motion PASSED - AYES - 5, NAYS - 0. Voting aye – G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett. Meeting adjourned until 9:30 a.m. Saturday, January 15, 2005.

REGULAR TOWN BOARD MEETING

January 15, 2005

(Continued Session from January 13, 2005)

At 9:35 a.m. on Saturday, January 15, 2005 Town Supervisor Gordon Ireland called to order the reconvened session of the Spafford Town Board meeting. Councilors Fred Chappell, Bill Vinzant, and Jeff Ireland and Town Clerk Lisa Valletta were present. As requested by the Town Board Mrs. Ellis, Mrs. Read, and Mrs. Weidner were present. Councilor Barnett arrived at 9:42 a.m.

Town Clerk Lisa Valletta excused herself from the session during the interviews.

Executive Session

A motion to enter into executive session to discuss the qualifications of the applicants was made by Councilor Vinzant and seconded by Councilor Chappell. The motion PASSED - AYES - 5, NAYS - 0. Voting aye – G. Ireland, Vinzant, Chappell, J. Ireland, and Barnett.

A motion to exit executive session was made by Councilor Chappell and seconded by Councilor Vinzant. The motion PASSED - AYES - 5, NAYS - 0. Voting aye – G. Ireland, Vinzant, Chappell, J. Ireland, and Barnett.

Nominations

Councilor Barnett nominated Mrs. Christine Weidner for the position of Building Department Clerk/Zoning Board of Appeals Secretary.

Councilor J. Ireland nominated Mrs. Kimberly Read for the position of Building Department Clerk/Zoning Board of Appeals Secretary.

Votes to accept Mrs. Weidner as the Building Department Clerk/Zoning Board of Appeals Secretary were as follows:

Ayes: Billy Vinzant and Joyce Barnett.

Votes to accept Mrs. Read as the Building Department Clerk/Zoning Board of Appeals Secretary were as follows:

Ayes: Fred Chappell, Jeff Ireland, and Gordon Ireland.

By majority vote, Mrs. Kimberly Read is appointed as the new Building Department Clerk/Zoning Board of Appeals Secretary.

Appointments

Sub Division/Planning Board Member

The term of Mr. E. W. Case as a member of the Sub Division/Planning Board expired December 31, 2004. Following a discussion of the number of terms Mr. Case has served and the practice followed by the Spafford Town Board for re appointments, a motion to re appoint Mr. Case to a new five year term was made by Councilor J. Ireland and seconded by Councilor Vinzant. The motion PASSED - AYES - 4, NAYS - 1. Voting aye – G. Ireland, Vinzant, Chappell, and J. Ireland. Voting nay – Barnett.

Zoning Board of Appeals

The term of Mr. James Clark as a member of the Zoning Board of Appeals expired December 31, 2004. Following a discussion of Mr. Clark's length of service, he has not yet served a full term on the Zoning Board of Appeals, a motion to re appoint Mr. Case to a new five year term was made by Councilor J. Ireland and seconded by Councilor Vinzant. The motion PASSED - AYES - 5, NAYS - 0. Voting aye – G. Ireland, Vinzant, Chappell, J. Ireland, and Barnett.

Adjournment

At 10:35 a.m. a motion to adjourn the January meeting of the Spafford Town Board was made by Supervisor Ireland and seconded by Councilor J. Ireland. . The motion PASSED - AYES - 5, NAYS - 0. Voting aye – G. Ireland, Vinzant, Chappell, J. Ireland, and Barnett. Meeting adjourned.

Respectfully submitted by,

Next meeting to be held
February 10, 2005 @ 7 p.m.
@ Spafford Town Hall

Lisa M. Valletta
Town Clerk
Town of Spafford