

VILLAGE OF SCOTTSVILLE  
BOARD OF TRUSTEES MEETING

Minutes of Meeting  
Tuesday, January 11, 2011

CALL TO ORDER: Mayor Paul Gee called the meeting to order at 6:42 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL:

**Present:** Mayor Paul Gee, Deputy Mayor Leslie Wagar, Trustee Elizabeth Murray, Trustee Jim Clark

**Absent:** Trustee Rick Clark

**Also Present:** Village Attorney Peter Skivington, Treasurer Beverly Martin, Communications Director Edie Cornish, DPW Supt/WWTP Chief Operator Steve Farrell, Town of Wheatland Councilman Roger DeWitt, Brian Minster, and Sarah Stevens (7:15 P.M.)

APPROVAL OF MINUTES

A) Village Board Meeting – Tuesday, January 11, 2011

**MOTION:** made by Deputy Mayor Wagar seconded by Trustee J. Clark to approve the minutes of the Tuesday, December 14, 2010 Village Board Meeting as written by the Village Clerk, Elaine M. Driscoll.

**VOTE:** 4-0

PUBLIC HEARINGS

**6:45P.M. – Appropriate \$2336.00 for Codification**

Mayor Gee read the Public Hearing Notice which appeared in the Sentinel (On file)

**MOTION:** made by Deputy Mayor Wagar seconded by Trustee J. Clark to approve \$2336.00 from the Reserve to Clerks contractual expenses for Codification to update the Code of the Village of Scottsville subject to 30 day permissive referendum.

**VOTE:** 4-0 Carried unanimously

**6:46 P.M. –Appropriate \$10,000.00 for repair to Pumper Tanker Truck#4617**

Mayor Gee read the public hearing notice which appeared in the Sentinel (On file)

**MOTION:** made by Trustee J. Clark seconded by Trustee Murray to approve \$10,000.00 from the Fire Truck Reserve to the Fire Department contractual for repair to Pumper Tanker Truck #4617. Subject to 30 day permissive referendum

**VOTE:** 4-0 Carried unanimously

**6:47 P. M.** – Transfer \$35,000.00 from Main Street Development Reserve  
Mayor Gee read the public hearing notice that appeared in the Sentinel (On file)

Trustee Murray thanked the Mayor for addressing this issue with the Main Street Committee.

Mayor Gee explained that through budget process and other transfers Main Street projects could be funded.

**MOTION:** Made by Deputy Mayor Wagar seconded by Trustee J. Clark to approve dollar amount not to exceed \$35,000.00 from Main Street Development Reserve to the Retirement Reserve to pay for the 2010-2011 Retirement Incentive. Subject to 30 day permissive referendum.

**VOTE:** 4-0 Carried Unanimously

**6:50 P.M.** – Transfer \$35,000.00 from Reserve for Retirement  
Mayor Gee read the public hearing notice that appeared in the Sentinel (On file)

**MOTION:** Made by Trustee Murray seconded by Trustee J. Clark to approve transfer amount not to exceed \$35,000.00 from Reserve for Retirement to Retirement Appropriation. Subject to 30 day permissive referendum.

**VOTE:** 4-0 Carried unanimously

**PUBLIC BEFORE THE BOARD** (Comments Limited to 3 Minutes Each)

A) Brian Minster- Clarification on Scottsville-Mumford Road (Spring Property) ownership.  
Village Attorney Skivington looked at title of said parcels (3) and Village of Scottsville owns said parcels. Town of Wheatland has been issuing Tax Bills to the Minster family for many years. Attorney Skivington believes the problem has been corrected; Tax Bills should not be issued for these parcels.  
Attorney Skivington has suggested that Brian retain legal counsel.

Mayor Gee welcomed Sarah Stevens to the meeting (7:15p.m.)

B) Gary Hults-Wheatland Dog Control Officer, Dog Law  
Amending Chapter 43 of the Wheatland Town Code (on file)  
Presentation of new Town of Wheatland Dog Law would like Village Board to set Public Hearing.

Wheatland Dog Control Officer Hults told the board that there are 2 major changes to New York's Licensing & animal population control programs, they are (a) dog licensing is now a local government function, and (b) the New York Animal Population Control Program (APCP) will be administered by a not-for-profit entity selected by the Department consistent with New York's procurement laws.

Most important changes

- 43-11 Complaints to Town Justice
- 43-12B. Enumeration
- 43-13 Number of Dogs
- 43-14 Establishment of annual fees
- 43-15 Licensing of Dogs

Right now there are 2 sets of laws, one for The Town of Wheatland and one for the Village of Scottsville. The Town Of Wheatland has adopted a law that limits the number of dogs to 3 per household, if you harbor more; approval from the Town of Wheatland Planning Board is needed.

In the Village of Scottsville right now there is no limit to the number of dogs one can harbor. The Village needs to take action, to be consistent with the Town of Wheatland Dog Control Officer Hults informed the Village Board he will out of Town until the first week in March. At the March 08, 2011, he will be in attendance to answer any questions.

Sarah Stevens inquired about the transfer of \$35,000.00 from Main Street Development Reserve. The Mayor explained that the \$35,000.00 paid the balance to the retirement system for the early retirement incentive that was offered to former Village Clerk, Elaine Driscoll.

REPORTS:

ATTORNEY – Peter Skivington

- A) Bonding clarification –Time Frame Mandatory vs. Permissive  
 Bonds: Less than 5 years - no referendum  
 Greater than 5 years - permissive referendum

B) Updates:

1. Bond Council for Pump Station

Once a decision is made Bound Counsel will be brought in.  
 Attorney Skivington will keep Village Board informed.

2. Minster Property:

Scottsville-Mumford Road- land locked (old spring) property behind Jim Williams' house. Property is owned by the Village Of Scottsville. The Ministers have been receiving tax bills on this property from the Town of Wheatland for many years. This might be a possibly oversight by the people who did the Tax Maps.

3. Temporary Easement for Rochester Street Sidewalks

Attorney Skivington reported that the Temporary Easement for the sidewalk project is done and has been sent.

Deputy Mayor Wagar inquired about the Fine /Fee Schedule draft for the Planning Board, Attorney Skivington is working on it.

COMMUNICATION DIRECTOR – Edie Cornish

- Web Site and Face Book promotion of local business  
Re: Using public funds to promote private business  
Ex: new business being acknowledge on the Web Site  
Clarification is needed

Attorney Skivington will investigate what The Village of Scottsville can & cannot do legally for free or for a fee.

Mayor Gee asked that Attorney Skivington draw up a new contract for Edie Cornish, the position of communications director has been eliminated as part of the retirement incentive. Edie Cornish is now under mayor contractual, with the new title of Public Relations Liaison.

VILLAGE CLERK – Julie A. Kuhn

Nothing at this time

BUILDING INSPECTOR – Terry Rech

Not present at meeting, report on file

WWTP – Chief Operator Steve Farrell (Report on File)

- Annual Sludge Analysis is complete
- Sludge Hauling permit for the year completed
- Annual report to DEC completed
- 2 well pumps for tanks ordered

DPW - Supt. Steve Farrell (Report on File)

- Status of Monroe County Shared Services- Video inspection of N.E. Sewer Trunk line.

Monroe County will be out on Thursday January 20, 2011 to do video inspection.

- Brush & Leaves ground for the year. Cost around \$6800.00. Tree Budget needs to be reviewed, if Village wants to continue this along with tree trimming throughout the Village.
- DPW did tree trimming around village, cut down anything that was hitting plow truck and sidewalk plow.
- Christmas tree pick up daily through January
- One overhead door motor replaced in shop

- Johnson Park water shut offs done by Russell Plumbing
- Toter lids ordered. Put in under warranty work , no cost to Village
- National Grid – Poles on Main Street. Lori Mastin from National Grid would like to talk to Village Board about Village taking ownership on the poles and wire. If Village takes ownership of everything it will put Village in different tier for billing. Village would have to install disconnects at ground level; Village would do all the work if needed. This is for Main Street only at this time.
- Dumpster Decision: discussions at budget process

Mayor Gee and Steve Farrell are working on a DEC Grant for toters. Mayor Gee would like to start single stream recycling with in the Village. There is a recycler in Rochester and Canandaigua that does this, need to investigate the fee associated with this type of recycling.

Mayor Gee - Re: Johnson Park Rehab. Once rehab is completed, fee schedule needs to be reviewed and adjusted.

- Steve Farrell and Ken Bohn completed NIMS 200 training and on January 19, 20, 21 will be in Batavia for NIMS 300 training.

#### TREASURER – Beverly Martin

##### A) Pay Bills:

**MOTION:** made by Deputy Mayor Wagar seconded by Trustee J. Clark to approve bills from 12/17/2010 to 01/12/2011 on abstracts 25 to 28.

**VOTE:** 4-0 Carried unanimously

##### B) Mid-Year Budget Overview

2011-2012 proposed budget sent to Village Board, with changes in income and expenditures.

##### C) Litigation Fees outside retainer agreement with Village Attorney

**MOTION:** made by Deputy Mayor Wagar seconded by Trustee J. Clark to approve transfer of \$2,115.00 from Contingent Account to Attorney Account Contractual to cover added expenses for litigation outside the retainer agreement. (Village of Scottsville vs. Jamie Swann and Village of Scottsville vs. Timothy Cina).

**VOTE:** 4-0 Carried unanimously

##### D) Budget Meeting Dates:

**Motion:** Made by Deputy Mayor Wagar seconded by Trustee J. Clark to set dates for Budget Meetings as follows:

Saturday, February 12, 2011  
 Saturday, February 19, 2011  
 Saturday, February 26, 2011  
 Saturday, March 05, 2011

All meetings will be held in the Wheatland Municipal Building, 22 Main Street, Scottsville, conference Room B, from 9:00 - 11:00 A.M.

**Vote:** 4-0 Carried unanimously

**EXECUTIVE SESSION:**

Mayor Gee requested a motion to go into Executive Session

RE: Real Estate Litigation Issue

**MOTION:** Made by Deputy Mayor Wagar and seconded by Trustee J Clark to enter into Executive Session at 8:35 P.M. to discuss a Real Estate Litigation issue

**VOTE:** 4-0 Carried Unanimously

**MOTION:** Made by Trustee Clark and seconded by Trustee E. Murray to adjourn executive session and return to regular session at 8:57 P. M.

**VOTE:** 4-0 Carried unanimously.

**TRUSTEE REPORTS:**

**DEPUTY MAYOR LESLIE WAGAR**

**Liaison to:** Village Zoning/Planning Boards  
 Code Enforcement Dept.

- Planning Board/ Zoning Board of Appeals:
  - Interviewing Planning/ZBA Applicants
  - Term Expiration of Greg Berl – March 2011
  - Review of Village of Scottsville Regional Pump Station & force Main (Lead Agency)
- Code Enforcement Department
  - Report on File

**TRUSTEE – ELIZABETH MURRAY**

**Liaison to:** Communication Director,  
 Community Organizations,  
 Chamber of Commerce,  
 Main Street Committee  
 Town of Wheatland Economic Development Task Force

**Main Street Committee:** 2011 schedule not started

**Farmers Market Committee:** meeting soon to plan 2011 market schedule

Trustee Murray would like the Village Board to consider support/involvement in the Farmers Market this year.

Main Street Benches Refurbishment Project:

Invite Boy Scout Rush Stevens to next Village Board meeting to present a Certificate of Appreciation. Trustee Murray will draft the certificate. Trustee J. Clark will invite Rush Stevens to meeting.

Forestry Committee: Meeting scheduled for Wednesday, January 12, 2011 at 6:30 P.M.

Mayor Gee, Trustee J. Clark and Trustee E. Murray to attend Genesee Region Clean Communities Annual Stakeholders Luncheon and Meeting on Wednesday January 19, 2011 at the Doubletree Hotel, Jefferson Road.

TRUSTEE JAMES CLARK

Liaison to: Village Parks  
Clerk's Office  
Waste Water Treatment Plant

Johnson Park:

Meeting on January 10, 2011 attending Mayor Gee, Trustee J Clark, Steve Farrell and 3 members of the Lions Club. Steve Farrell - DPW Superintendent is in charge of materials, Lions Club to do work. Trustee J. Clark is getting estimates on heating unit from John Betlem, Excellent Air and Isaac Heating.

Mayor Gee informed the board that the bidding process for the Ice Rink will begin in the spring.

Mayor Gee has been in contact with Monroe County and skate board park people, to find out if this project has to go out for bid, rules and regulations that go with the grant, ex: must go to low bidder or have to be on list.

Village Office:

Transition has gone well, office is running smoothly.

WWTP: Refer to report given by Chief Operator-Steve Farrell

TRUSTEE RICHARD CLARK

Liaison to: Department of Public Works  
No report

MAYOR PAUL GEE

Liaison to: Fire Department  
Rescue Squad

Fire Department: executive session not needed, whole issue was Fire Company came up with a punishment, which the Village Board accepted for the individual, and the fire chiefs changed it. Fire Company must follow Village Board decision.

- A) Festival Update - Tues., January 4, 2010 Meeting – 6:00 P.M.  
Meeting to be rescheduled, numerous e-mails have been sent to Chair Sharlene Reeves no communication has been received as to new meeting date
- B) Joint Meeting-Town- EMS Update January 20, 2011, 7:00 P.M.
  - Intent is to help Mumford and the Town of Wheatland.  
Caledonia Ambulance is having problems; Mumford and Town of Wheatland have a contract with Caledonia.

#### OLD BUSINESS

- A) Mary Chappell, Municipal Solutions, Inc. – Proposal for services of financial advisement for Village Pump Station and Force Main
  - Will be done same time as Bond Resolution
- B) Skanex Contract - Tabled

#### NEW BUSINESS:

- A) Scott Crescent Bridge Project

The Village of Scottsville has been granted approval to utilize TIP funds to reconstruct the Scott Crescent Road Bridge. Federal Government pays 80% Village of Scottsville pays 20 %, (traditionally the state pays 15% so the final cost to the Village could be 5%). Mayor Gee will draft a letter seeking to retain an engineering firm from the 2010-2013 LDSA list that is licensed to provide professional services in New York State. The letter will go to 15 firms.

MOTION: Made by Deputy Mayor Wagar and seconded by Trustee J. Clark to authorize Mayor Gee to write an RFP for the Scott Crescent Road Bridge project and or to contract with an engineer firm.

VOTE: 4-0 Carried unanimously

- B) EMS

MOTION: Made by Trustee J. Clark and seconded by Deputy Mayor WHEREAS, The Village of Scottsville provides emergency medical services and general ambulance service pursuant to section 122-b of the NYS General Municipal Law,

WHEREAS, The Village of Scottsville is responsible for setting a schedule of fees for services.

WHEREAS, the new fee schedule will increase three percent (3%) as follows:

BLS Non – Emergency \$386.25

BLS Emergency	\$489.25
ALS1, Non-Emergency	\$515.00
ALS1 Emergency	\$695.25
ALS2	\$798.25
Specialty Care	\$875.50
Mileage	\$ 15.45

NOW THEREFORE, BE IT RESOLVED that the trustees of the Village of Scottsville adopt the new user fee schedule, effective January 12, 2011

VOTE: 4-0 Carried unanimously

PARK PERMITS - None

CORRESPONDENCE – See Folder

ADJOURNMENT:

MOTION: made by Deputy Mayor Wagar and seconded by Trustee Murray to adjourn the meeting at 9:38 P.M.

VOTE: 4-0 Carried unanimously

Respectfully submitted by,

**Julie A. Kuhn.**

Julie A. Kuhn.  
Village Clerk