

Meeting called to order at 6:07 pm by Mayor Souers

Pledge of Allegiance

Roll Call: Mayor Michael Souers, Trustees Paul Gee, Elizabeth Murray, Lino Contestabile
Trustee Rick Ven Vertloh will be arriving later in meeting
Also Present: Fire Chief Bob Emerson and EMS/RS Chief Matt Jarrett

No Public before the board

Business at hand:

A) NIMS compliant requirements/recommendations

There was a discussion of what was recommended for the EMS/RS and Fire Squads and what would be required in order to (1) possibility of grants—federal and state and (2) disaster reimbursement. EMS/RS Chief Matt Jarrett stated that he would supply the FEMA guidelines (NIMSCAT tool) to the board that have the minimum requirements. It was also noted that we have adopted the county guidelines as well.

Mayor Souers recommended that in order to give a reasonable time line for compliance, the following should be adopted by the EMS/RS and Fire Squads into their respective SOPs:

- (1) the first year, 2010, any newly elected/appointed officer will have a six-month window to comply to the regulations set forth in the guidelines in the SOPs. If the officer is not compliant at the end of six months, the officer may request a hearing before the Fire Commissioner board for a review to see if an extension is appropriate. If the officer does not request a hearing before the Fire Commissioner Board, he/she must vacate that position. If a hearing is requested, and if it is determined at that hearing that an extension is not in the best interests of all parties, the officer must vacate that position.
- (2) The second year, 2011, any newly elected/appointed officer will have a three-month window to comply to the regulations set forth in the guidelines in the SOPs. If the officer is not compliant at the end of three months, he/she must vacate that position.
- (3) The third and subsequent years, 2012 and beyond, any newly elected/appointed officer must comply to the regulations set forth in the guidelines in the SOPs prior to being elected/appointed for the position.

At this time, Brian Ely, Dave Merritt, Jeff Brown, and Russ Hogue are not compliant with the NIMS training in the SOPs for officers. There are on line courses that will fulfill some of the lower-level NIMS requirements.

Since a NIMS-300 (I-300) course is required for several people in the volunteer squads and the Village entities, and since the 300 level courses are classroom-only, it is difficult to get a volunteer to get the training during the week when these courses are held. However, EMS/RS Chief Jarrett and Fire Chief Emerson will investigate the possibility of getting a certified trainer in to teach the course in our facility. Elaine Driscoll will call other villages to see if they are interested the local training. Matt and Bob will also call other volunteer departments to see if they would like to participate and share the

expenses as well. The village will also need to send the DPW/WWTP superintendent and the Mayor for 300-level training (Paul Gee is signed up for 300-level training).

It was also determined that new Fire squad/EMS personnel will have 6 months from the day they are appointed/accepted to comply with the appropriate NIMS-level courses determined by their ranks. Again, most of the lower-level courses can be taken online. Any current member will have six months in 2010 to comply to any NIMS-level requirements for their ranks at this time. Matt and Bob could not immediately think of any member who is not appropriately compliant.

Trustee Paul Gee stated that you can request via fax that your NIMS training certificates/levels/compliance can be sent to you. He had his request directed to the Village of Scottsville, and the board decided that was a good tool to use and that ALL Village employees and officials should request theirs to be sent to the village and kept on file. It was also decided that the Fire/EMS/RS Squad personnel should request theirs be sent to their respective offices to be kept on file.

Trustee VenVertloh arrived at 7:20.

Chief Emerson stated that he and Chief Jarrett were working with Fireside EMS to get a unique Dept. of Health number for the Fire Squad. The DOH number was adopted by the EMS/RS when the split occurred, and the Fire Squad needs the DOH number in order to be certified as a first responder.

Chief Jarrett and Chief Emerson exited the meeting.

B) Village Clerk residency Local Law 3-301-3.

Per Mayor Souers: Considering the fact that the Village Clerk is of retirement age, the question of Village Clerk required village residency needs to be reviewed. After discussion the consensus was to amend the policy to state that the Village Clerk must live within a 5-mile radius of the Village but must be a resident of Monroe County. Thus, there will be familiarity with the area and the workings of the county government. This will be an agenda item to amend the Village Law, 3-301-3. We will set up a public Hearing for the February Village Board meeting.

C) Hours Tracking

There had been much talk about the tracking of hours by public officials and public employees for the retirement system. There has been conflicting information as to who and what needs to be tracked. Mayor Souers was not sure if it applied to part-time officials. He stated that Elaine will research the matter further. Trustee Murray stated that the newsletter and newspaper articles stated that we needed to track our time for three consecutive months during the first 6 months (or whatever period of time that was), and it only applied to newly elected/appointed officials. Was it every year? Trustee Gee believed that it was only one time per term.

D) Other Business

Mayor Souers brought up the emails from JoAnn Keller about the rural development grants for the sewer infrastructure improvements in the village. With the estimated predetermined eligibility, it appears that the Village is eligible for \$967,000 in long-term low-interest loans. This along with our

\$333,000 in reserves could be applied for the improvements. We need final numbers to proceed or not to proceed. Trustee Gee stated that there is still a Community Development Block Grant available for Browns Avenue that must be utilized before September, 2010. That could be applied to the improvements on Browns.

There was a brief discussion on the pump station. Since this is a \$4M+ project, we need to get the final numbers in. The reserves for the pump station is \$275K. The county would need to come up with at least \$800K for the extended line. We need to formulate an Inter-municipal agreement with the Town and County to get all of the costs and responsibilities on paper.

There could be a water quality grant available from the DEC. Are we eligible?

Mayor Souers is meeting in Canandaigua Tuesday morning with JoAnn Keller and others to review the funding on the infrastructure and possibly the pump station. He will report back to the board at the Tuesday meeting.

Mayor Souers got a notification from Carl Kumpf of the DOT stating that they will be re-milling Route 383 from Village Line to Village Line and Route 386 from St. Mary's to the Village Line in late 2010. ALSO, the sidewalks on Rochester street will be replaced in 2011.

Mayor Souers asked if it was appropriate to send a letter to Village residents stating that the election is in March, and if anyone is interested in running, he/she should either contact Elaine or the Board of Elections. It was determined that he should do it; however, time is of the essence. We will also bring up the topic to the various boards and committees.

Trustee Gee made a motion to enter Executive Session for a personnel matter at 7:42. It was seconded by Trustee Murray. Motion carried 5-0.

Motion to exit Executive Session made by Trustee Contestabile at 7:54. Seconded by Trustee Gee. Motion Carried 5-0.

New Business: Update on Scott Crescent by Atty. Skivington for the VB meeting was requested.

VB and Planning/Zoning Board joint meeting at next PB meeting, Thursday, 1/14 at 7:00.

Motion to adjourn by Trustee Gee at 7:55. Seconded by Trustee VenVertloh. Motion Carried 5-0.

Submitted by,

Lino Contestabile, Trustee