

VILLAGE OF SCOTTSVILLE  
BOARD OF TRUSTEES MEETING

Minutes of Meeting  
Tuesday, November 9, 2010

CALL TO ORDER: Mayor Paul Gee called the meeting to order at 6:55 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL:

Present: Mayor Paul Gee, Deputy Mayor Leslie Wagar, Trustee Elizabeth Murray, Trustee James Clark and Trustee Richard Clark.

Also Present: Treasurer Beverly Martin, Communication Director Edie Cornish, DPW Supt/WWTP Chief Operator Steve Farrell, Attorney Peter Skivington, Dave Willard MRB, Rush Stevens Troop 372, resident Rei Pizarro and recording secretary Elaine Driscoll Village Clerk.

APPROVAL OF MINUTES

MOTION – Approval of Tuesday, October 12, 2010 Village Board Meeting Minutes

Made by Deputy Mayor Wagar seconded by Trustee R. Clark to approve the minutes of the Tuesday, October 12, 2010 Village Board Meeting as submitted by the Village Clerk Elaine M. Driscoll.

VOTE: Mayor Gee – yes  
Deputy Mayor Wagar – yes  
Trustee J. Clark – yes  
Trustee R. Clark – yes  
Trustee E. Murray – abstained  
Motion Carried 4-0.

MOTION – Approval of Monday, November 1, 2010 Village Board Meeting Minutes

Made by Trustee J. Clark seconded by Deputy Mayor Wagar to approve the minutes of the Monday, November 1, 2010 Village Board meeting as submitted by the Deputy Village Clerk, Julie Kuhn.

VOTE: 5-0. Carried unanimously.

PRESENTATIONS

**Rush Stevens – Boy Scout Troop 372** presented his Eagle Project plan to refurbish the Village Benches on Main Street. He reviewed his plan and materials he will use on the benches. Part of his plan is to inform property owners nearest the benches about his project. He will be removing the benches to work on them and plans to place a sign at the location where the benches were,

indicating it is a temporary removal. The benches will be worked on at Woerner's Woodworking Shop and perhaps at the DPW. The DPW will supply all materials. Rush will coordinate the project with the DPW Supt. It was recommended that the color of the benches be selected to complement the Main St. planters.

PUBLIC HEARING – None

PUBLIC BEFORE THE BOARD

Rei Pizarro, 14 Hanford Avenue – re: his lateral drainage problem. There was discussion about the legal aspects of the Village doing work on a private lateral or taking over ownership of part of the line. DPW Supt. Farrell has told Mr. Pizarro that the first step is for him to have his entire lateral TVed to determine where the problem is. Mr. Pizarro agreed and will provide a copy of the tape to DPW Supt. for review and recommendation.

REPORTS

ATTORNEY PETER SKIVINGTON reported:

- Matos – 11 & 13 East Genesee Street re: property line discrepancy. Building Inspector Rech and Attorney Skivington are working with the Matos to determine property lines on their property, right-of-way and Greenway area. After determination Attorney Skivington will recommend a solution to Matos complaints.
- Rochester Street easements (Route 383 Project) – Attorney Skivington has been in touch with the engineer for the Rochester Street project. When the maps are provided, Attorney Skivington will get the temporary easements done. He will keep the board informed.
- National Grid Settlement Agreement has been signed and is completed.
- Farm Animal Local Law #4 – 2010 has been filed.
- Fine Schedule – Attorney Skivington is working on updating the fine schedule as requested by the Planning/Zoning Board.
- Vehicle Towing – at present the Village Code doesn't have a section for vehicle towing. Attorney Skivington will work with the code enforcement officer and present a recommendation at a future date.

COMMUNICATION DIRECTOR

EDIE CORNISH reported:

- Parade of Lights was discussed. The date for the event is Friday, December 10, 2010. Edie will email all involved in the event with the date, etc. and put it on the website. Last year the Town of Wheatland assumed the responsibility of lighting of the tree at 22 Main Street. Fire Chief Emerson indicated the route would be the same for the decorated fire trucks and would start at 7:00 P.M. Mayor Gee indicated that the Lions will have cookies and hot chocolate at the Fire Department. Scottsville Library will have caroling inside.

- Photo Gallery on the web – People have been submitting pictures for the photo gallery. Edie is working on some issues such as auto resizing, etc. Facebook is an advantage for Photo Gallery.
- Todd Richardson's 25 years of service article appeared on the front page of the Sentinel.

#### VILLAGE CLERK

##### ELAINE DRISCOLL – reported

- Recycle Calendar – a final draft of the 2011 recycle calendar was reviewed by the Board and changes made. It will go to print late tomorrow. Anyone that wants further changes made should be in contact with Elaine tomorrow morning.
- Wheatland-Chili HS Yearbook Ad – a drafted ad, done by the Village Clerk, for the yearbook was reviewed, after which the following action was taken:

##### MOTION – WCCS 2011 yearbook ad

Made by Deputy Mayor Wagar seconded by Trustee Murray to approve placing a quarter page congratulatory ad in the Wheatland-Chili High school Wildcat Yearbook for the Class of 2011 at a cost not to exceed \$90.00.

VOTE: 5-0. Carried unanimously.

#### BUILDING INSPECTOR

TERRY RECH was not present but had previously submitted a report dated: 10/1/10 – 10/31/10 with one (1) permit listed (on file). Mayor Gee told the Board that if they had any questions for Mr. Rech, to call him. A good time to call is Monday night between 7:00 – 9:00 P.M.

#### WASTE WATER TREATMENT PLANT

CHIEF OPERATOR STEVE FARRELL previously submitted his report dated: November 9<sup>th</sup>, 2010 via: e-mail, with six (6) items of interest listed (on file). He reported that the Plant is running well with no major problems.

#### DEPARTMENT OF PUBLIC WORKS

SUPERINTENDENT STEVE FARRELL previously submitted his report dated: November 9<sup>th</sup>, 2010 via: e-mail with nine (9) items of interest listed (on file). He also reported:

- Johnson Park water shut-off has not been done yet. Monroe County Water Authority needs to change the shut-off at the road. The DPW will then shut-off the park.
- Trees – oak trees will be planted to replace trees that have been removed on Genesee Street, in front of the school and on Rochester Street. The trees are 7 years old and 10' – 15' tall. There was discussion that the Village should have an approved list of what trees will be planted in the future.
- Reflector stakes in the Cavalier tract were discussed. They have been placed in the right of way by residents so drivers don't dig up the corners. They hamper plowing by the DPW. Mayor Gee recalled that the people in those locations were told they could put

them there. Supt. Farrell will talk to past Superintendents to get clarification of what they were told and how to remedy.

- Signs – Supt. Farrell reviewed the new unfunded federal mandate for street sign lettering changes. When replacing signs, they need to follow the new mandates.
- Dumpsters per DPW Supt. Farrell and Mayor Gee there are two choices: continue picking up dumpsters as is now done and keep the old truck, or, inform the businesses that we are no longer in the dumpster business and make them have an outside source pick them up at their expense. Historically we have picked up businesses up as a courtesy to encourage business. After considerable discussion re: possible cost of old truck repairs if continuing collection, added insurance costs, cost of private haulers, cost to businesses with dumpsters, etc., DPW Supt. Farrell was asked to bring price comparisons to the December meeting for review.
- Matos – E. Genesee Street – DPW Supt. Farrell mentioned the ongoing problem previously discussed in Attorney Skivington’s report re: complaint by the Matos that their property at the end of East Genesee Street is being damaged by farm equipment entering the fields across the Greenway. Matos has talked to Building Inspector Rech. DPW Supt. Farrell indicated that the Matos have rocks on Village right-of-way that adds to their lawn damage because they hinder movement of farm equipment and plowing equipment in the area. The Matos also complained of mud covering the road from the farmer’s equipment. These issues will continue to be reviewed and Attorney Skivington will get the property lines defined.
- Hot water power washer – DPW Supt. Farrell indicated that there was approval for him to replace the 1975 power washer. He will talk to Treasurer Martin re: payment.
- Holiday Decorations– DPW Supt. Farrell will contact the Stokoes re: getting a tree to be placed on the triangle. After discussion it was decided that fake garland would be used on the light poles, because it holds up better than fresh garland.

#### TREASURER

BEVERLY MARTIN provided copies of the Abstract of Audited Vouchers dated: Oct.-Nov. 2010, a New York State Retirement Projected FYE 2010 sheet and Excellus Rate Summary Sheets, for review. Items address:

- Pay Bills:
  - MOTION: made by Deputy Mayor Wagar seconded by Trustee J. Clark to approve bills from 10/22/2010 – 11/10/10 on abstracts 18 to 20.
  - VOTE: 5-0. Carried unanimously.
- Budget Modification – Treasurer Martin explained the proposed budget modification after which the following action was taken:
  - MOTION: made by Deputy Mayor Wagar seconded by Trustee Murray to approve the proposed modification dated: 11/9/2010 to the current 2010-

2011 Village Budget; General Fund total increase in appropriations \$84,487.85, total increase in revenues \$84,604.85.

VOTE: 5-0. Carried unanimously.

- Retirement/Health Care increases 2011 – Treasure Martin reviewed the summaries she provided explaining 2011 increases. BC/BS for employee expenditures is up 12.2% and retiree costs up 21.8%. Total increase is over \$8,900.00 for medical coverage for 2011. Mayor Gee wants to set up meetings with Excellus to review options of different plans that could bring the costs down. He would also like to investigate Health Savings Accounts as an employee option.
- Workers Comp. increases & NESD decreases - Treasurer Martin also reported that Workers Compensation coverage is up 10.3% which is an increase of over \$6,000.00. The Village's cost for Worker's Comp. coverage will be \$64,000.00. She is concerned that our revenues are dropping because of all these increases. She pointed out that with the proposed NESD contract going to 27%, we will have a \$7,200.00 loss. Mayor Gee asked that Treasurer Martin prepare a mid-year budget report to present at the January 11, 2011 Village Board meeting with projections showing where the Village would stand if continued with the same budget, etc.
- 1990 Fire Dept. Pumper refurbishment varied options were discussed such as rehabilitating rather than refurbishing, which would cut the cost in half. It was decided that there would be more investigation on what to do with the 1990 pumper and make decisions at the next meeting. Replacement of Truck #4613 is most important. Review of reserve additions will be reviewed during budget time. The truck replacement schedule will be reviewed by the Mayor and Fire Dept. To be prepared for use of reserve money the following action was taken:
  - MOTION–Set Public Hearing to Appropriate \$190,000.00 for 1990 Pumper Modification & Refurbishment  
 Made by Deputy Mayor Wagar seconded by Trustee J. Clark to set a Public Hearing on Tuesday, December 14, 2010 at 6:25 P.M. to appropriate an amount not to exceed \$190,000.00 from the reserve for Fire Truck for the 1990 Pumper truck modification and refurbishment.  
 VOTE: 5-0. Carried unanimously.
  - MOTION – Amend time of previous motion to set a Public Hearing to Appropriate \$190,000.00 for Pumper to read:  
 Made by Deputy Mayor Wagar seconded by Trustee J. Clark to set a Public Hearing on Tuesday, December 14, 2010 at 6:35 P.M. to appropriate an amount not to exceed \$190,000.00 from the reserve for Fire Truck for the 1990 Pumper truck modification and refurbishment.  
 VOTE: 5-0. Carried unanimously.
- Set Public Hearing – Bonding for Fire Truck Modification & Refurbishment (Attorney Advisement) – Tabled to the 12/14/10 meeting.

## TRUSTEE REPORTS

DEPUTY MAYOR WAGAR reported:

- Planning/Zoning Board – at the November 18<sup>th</sup> Planning/Zoning meeting they will discuss finding a new member to replace Tim Sands.
- Fee Schedule – Attorney Skivington will be working on updating the fee schedule as recommended by the Planning Board.

TRUSTEE ELIZABETH MURRAY reported:

- Main Street Committee – there was a business meeting on October 16<sup>th</sup>. Trustee Murray is compiling a yearend report which will be sent out to Main Street property owners, business, etc. Another meeting will be scheduled to establish goals, etc., for 2011. At the business meeting the marketing packet will be reviewed to determine what was and can be implemented. The Committee is looking at the parking and entrance signs and will have final proofs early next year. There is discussion re: having a fishing festival since the creek is the Village's best asset.
- Farmer's Market committee will meet next week to review the surveys they have received. Trustee Murray commended Edie Cornish for all the various places she got advertising done for the Farmer's Market. Whether the Full Moon concerts should continue for 2011 or not was discussed. This issue will be addressed again during 2011 budget planning.
- Forestry Committee – the Requests for Proposal to get a survey done were sent out on 10/13/10 and are due back 11/12/10. There will be a committee meeting on 11/18/10 at 6:00 P.M. in the Senior Center to review the proposals. The Committee will make a recommendation to present to the Village Board.
- Festival Meeting – Per Mayor Gee: there will be a festival meeting set up for early December.

TRUSTEE JAMES CLARK reported:

- Johnson Park – Trustee Clark will set a meeting up for next week to review information he has gathered for heating etc. at Johnson Park and to coordinate future plans for the rehab. project.
- Canawaugus Park – Trustee J. Clark reported that Billy Williamson has done his cleaning of brush etc. in Canawaugus Park for his Eagle Scout project and only has to do a plaque to be approved by the Village Board. He will also plant flowers in the spring. The DPW provided a load of dirt for the project.

TRUSTEE RICHARD CLARK

- Liaison to DPW - Not being liaison to any department at present, Trustee R. Clark had no report. After discussion re: liaison positions, Mayor Gee relinquished his duty as liaison to the Department of Public Works and gave it to Trustee Richard Clark with his acceptance.

MAYOR PAUL GEE reported:

- Deputy Village Clerk Appointment – Mayor Gee explained that Village Clerk Elaine Driscoll will be retiring on December 30, 2010 and Deputy Village Clerk Julie Kuhn will be filling her position. He reviewed how interviews were handled for the open Deputy Village Clerk's position. There were approximately 25 applicants and many interviews held by Julie Kuhn and Mayor Gee. The Mayor introduced Eileen Gatke, his selection for appointment to the Deputy Village Clerk position. Eileen lives in the Village at 226 Briarwood Lane. The following action was taken:

MOTION – Eileen Gatke Deputy Clerk appointment

Made by Deputy Mayor Wagar seconded by Trustee J. Clark to approve the Mayoral appointment of Eileen Gatke to the full-time position of Deputy Village Clerk, employment date: November 15, 2010.

VOTE: 5-0. Carried unanimously.

Mayor Gee explained that to offer the Village Clerk the 2010 NY State Retirement Incentive, it was required to show a 50% savings of the Village Clerk annual base salary for two years. Treasurer Martin developed several scenarios to accomplish this savings required with the following chosen:

- 1) Deputy Clerk to be paid \$10.00 per hour for 90 day probationary period.
- 2) After 90 days, Deputy Clerk will go to \$22,000. Annual Salary.
- 3) June 1<sup>st</sup>, with the new budget Deputy Clerk will go up to \$24,000.
- 4) Communication Director will be moved to Mayor Contractual.

This plan gives a total savings in the Village Clerk's Office of 74%; giving a 24% cushion. The following action was taken:

MOTION – Pay for Deputy Village Clerk position

Made by Trustee J. Clark seconded by Deputy Mayor Wagar to set the hourly pay rate at \$10.00 for the Deputy Village Clerk position effective November 15, 2010 until the end of the 90 day probationary period.

VOTE: 5-0. Carried unanimously.

Reports to be continued after New Business.

NEW BUSINESS

MRB Proposal for Professional Services – Pump Station & Force Main –MRB David R. Willard, P.E. previously provided copies Re: Proposal for Professional Services, Topographical Survey, Data Gathering, Base Mapping & Schematic Design for the village of Scottsville Regional Pump Station and Force Main; dated: October 29, 2010 and reviewed it with the Board. Mayor Gee indicated that this is the time to move toward the Pump Station Project; this proposal will keep the project going in the right direction. MRB's price proposal showed:

A. Survey, Data Gathering, and Mapping phase:	\$40,200.00
B. Schematic Design Phase:	\$58,400.00
C. NYS Local Government Efficiency Implementation Application	\$1,600.00
D. NYS Green Innovation Grant Application	<u>\$2,500.00</u>

**Total Engineering Compensation \$102,700.00**

MOTION – MRB Proposal for Professional Services – Pump Station & Force Main

Made by Trustee J. Clark seconded by Trustee R. Clark to authorize the Mayor to sign the proposal from MRB Group dated: October 29, 2010 for Professional Services to do Topographical Survey, Data Gathering, Base Mapping, Grant Proposals, Geotechnical Survey & Schematic Design for the Village of Scottsville Regional Pump Station and Force Main in an amount not to exceed \$102,700.00.

Discussion:

Mayor Gee reported that with the Federal Government decision to lower interest rates for long term bonds, this is the time to set this project in motion. The Village will still be providing the service of maintaining the Village sewer lines. Per Mayor Gee with Attorney Skivington's agreement: no public referendum is required; the Village Board can vote for the bond on the project without public approval because it is a necessary service. The \$102,700.00 would come out of the Pump Station Reserve as past pump station costs have. The Board will decide in the future if they want to go out for the approximately 4.5 million dollar bond. WWTP Chief Operator voiced his opinion that even though a public referendum is not legally necessary to spend this money, the public should vote on whether or not they want the pump station before spending all this on engineering costs. WWTP Chief Operator Farrell cautioned the Board on using money out of the WWTP Reserve because the plant still needs to be run. Per Mayor Gee: the WWTP Reserve will be the last fund source to be used. Part of that reserve will be used for decommissioning the plant and some left in case of emergency repair etc. Trustee Martin reviewed approximate amounts in the reserves. Alternative funding is still being investigated.

VOTE: Mayor Gee – yes  
 Deputy Mayor Wagar – no  
 Trustee Murray – yes  
 Trustee J. Clark – yes  
 Trustee R. Clark – yes  
 Motion Carried: 4-1.

EXECUTIVE SESSION

Attorney Skivington asked that executive session be entered.

MOTION: made by Trustee Murray seconded by Trustee J. Clark to enter executive session at 8:55 P.M. to discuss a real estate matter.

VOTE: 5-0. Carried unanimously.

MOTION: made by Trustee Murray seconded by Trustee R. Clark to adjourn executive session and return to regular session at 9:20 P.M.

VOTE: 5-0. Carried unanimously.

Cont'd TRUSTEE REPORTS

MAYOR PAUL GEE

- Code Enforcement Agreement

MOTION: made by Trustee Murray seconded by Trustee J. Clark to authorize the Mayor to sign the Code Enforcement Agreement between the Village of Scottsville and the Town of Wheatland for one year January 1, 2010 through December 31, 2010 to pay the Town the sum of \$26,981.00.

VOTE: 5-0. Carried unanimously.

- Youngs Explosives Contract

MOTION: made by Trustee J. Clark seconded by Trustee Murray to authorize the Mayor to sign the agreement between the Village of Scottsville and Youngs Explosives Corp. for fireworks at the Scottsville Summerfest on Saturday, August 20, 2011 in an amount not to exceed \$1,500.00.

VOTE: 5-0. Carried unanimously.

- Minutes Sept. 14, 2010 retraction

Per Town Supervisor request, Mayor Gee asked that in the Tuesday, September 14, 2010 Village Board Meeting minutes, on page 4, in section "Public Parking Signage", the sentence before the motion saying "The Town will be putting an addition on the sign and will be paying for part of it" be retracted. All agreed.

Cont'd NEW BUSINESS

- Local Law to reduce speed on Scott Crescent and Race Street

MOTION: made by Trustee Murray seconded by Deputy Mayor Wagar to set a public hearing on Tuesday, December 14, 2010 at 6:40 P.M. to consider adopting a local law to reduce the speed limit to 25 mph on Scott Crescent and Race Street.

VOTE: 5-0. Carried unanimously.

The Village Clerk will be in contact with Attorney Skivington to ask him to draft the law for public hearing.

PARK PERMITS – None

ADJOURNMENT

MOTION: made by Deputy Mayor Wagar seconded by Trustee Murray to adjourn the meeting at 9:36 P.M.

VOTE: 5-0. Carried unanimously.

Respectfully submitted by,

Elaine M. Driscoll  
Village Clerk