

VILLAGE OF SCOTTSVILLE  
BOARD OF TRUSTEE MEETING

Minutes of Meeting  
Tuesday, September 13, 2011

**CALL TO ORDER:** Mayor Paul Gee called the meeting to order at 6:30 P.M.

**PLEDGE OF ALLEGIANCE TO THE FLAG:**

**ROLL CALL:**

**Present:** Mayor Paul Gee, Deputy Mayor Leslie Wagar, Trustee E. Murray, Trustee R. Clark and Trustee Jim Clark (7:30p.m.)

**Also Present:** Treasurer - Beverly Martin, DPW Superintendent – Steve Farrell, Town of Wheatland Councilman Roger DeWitt, Chris Chamot, Jim Chamot, Sam Carrera, and Bradley McKean

Mayor Gee explained that the Fire Commissioner meeting was canceled due to the Fire in Mumford at Burnwell Gas: however Fire Commissioner Minutes could be approved at the Village Board Meeting per Attorney Peter Skivington.

Approval of Fire Commissioner Meeting Minutes August 09, 2011

**MOTION:** made by Deputy Mayor L. Wagar and seconded by \_\_\_\_\_ to approve the minutes of the Tuesday, August 09, 2011 Fire Commissioners meeting as written

**VOTE:** Tabled; Trustees E Murray and R. Clark not present at August 09, 2011 meeting, abstained from vote

**APPROVAL OF MINUTES:**

Village Board Meetings

Tuesday, August 09, 2011

**MOTION:** made by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the minutes of the Tuesday, August 09, 2011 Village Board Meeting as written.

**VOTE:** Tabled: Trustees E. Murray and R. Clark abstained not present at August 09, 2011 meeting

Tuesday, August 23, 2011

**MOTION:** made by Deputy Mayor L. Wagar and seconded by Trustee E. Murray to approve the minutes of the Tuesday, August 23, 2011 Special Village Board Meeting Minutes as written

**VOTE:** 4-0 Carried unanimously

**Fire Commissioner Business:**

**New Members**

1. **Jim Chamot**

Mayor Gee introduced Jim Chamot, new member of Fire Department

Mayor Gee asked for a motion

**MOTION:** made by Trustee E. Murray and seconded by Deputy Mayor L. Wagar to approve Jim Chamot as a new member to the Scottsville Fire Department

**VOTE:** 4-0 Carried unanimously

Mayor Gee thanked Jim Chamot for volunteering and supporting the community.

2. Jonathan Seiler (not present)

Mayor Gee asked for a motion to approve Jonathan Seiler as a new member of the Scottsville Fire Department.

**MOTION:** made by Trustee R. Clark and seconded by Deputy Mayor L. Wagar to approve Jonathan Seiler as a new member to the Scottsville Fire Department.

**VOTE:** 4 -0 Carried unanimously

**PUBLIC HEARING:**

No Public Hearing

**PUBLIC BEFORE THE BOARD:**

- Bradley McKean – Life Scout Troup 332  
Eagle Scout Project: Holy Angels Cemetery Memorial  
10'x10' memorial  
Gravel Base  
Tomb Stones broken and found in woods to be arranged on gravel base to make memorial.  
Bradley is requesting 1 yard of gravel to be used as base for memorial.
- DPW Superintendent Steve Farrell had discussion with Bradley McKean about project. Village has gravel that can be used for this project.

Mayor Gee asked for a motion.

**MOTION:** made by Trustee E. Murray and seconded by Trustee R. Clark to supply 1 yard of gravel to Bradley McKean for Eagle Scout Project, Memorial at Holy Angels Cemetery.

**VOTE:** 4-0 Carried unanimously

- Sam Carrera, 4 Diana Drive  
Employee of Cooper Vision, not representing Cooper Vision  
At meeting as a resident with concerns, to inquire, ask questions and comment on No Thru Sign that has been installed.
  - Is sign permanent, it is causing back up in Cooper Vision Parking lot.
  - Employees did not get advance notification that there would be not right turn onto Briarwood, maybe those who travel too fast down Briarwood could have alter their behavior.
  - Doesn't affect Mr. Carrera, he walks to work.
  - Could something different be worked out to benefit the employees of Cooper Vision, they spend a lot of money in Scottsville.

Mr. Carrera has spoken with Mayor Gee in the past and did give his supervisor Mayor Gee's card, however Mayor Gee has not heard from anyone at Cooper Vision.

Mayor Gee stated that some of second shift from Cooper Vision are still making right turn onto Briarwood, they are obeying the speed limit. Mayor Gee will keep in contact with Cooper Vision. Briarwood Lane is a village street, Mayor Gee is going to have an engineer or DPW Superintendent Steve Farrell research the possibility of putting in a third lane at the end of Briarwood at North Road. If some kind of cost share could be agreed upon between the Village, Cooper Vision and possibly Monroe County, maybe a traffic light could be installed on North Road at Briarwood.

Speed Humps will be installed on Briarwood Lane.

### **REPORTS:**

- **ATTORNEY PETER SKIVINGTON:**  
Not present
  
- **PUBLIC RELATIONS LIAISON – Edie Cornish**  
Not present

### **DEPARTMENT REPORTS:**

#### **BUILDING INSPECTOR – Terry Rech** (not present)

Report on file – 4 permits issued

#### **WWTP – Chief Operator Steve Farrell**

- HAD A COUPLE POWER OUTAGES THIS MONTH AT THE PLANT. THE ALARM GAVE US A CALL AND EVERYTHING WAS BACK UP AND RUNNING SHORTLY AFTER.
  
- REPLACED THE MICRO SWITCH ON THE MAIN CLARIFIER. THIS TELLS THE SCIMMER WHEN TO KICK ON TO CLEAR OFF THE FLOATABLES IN THE CLARIFIER.
  
- GRAVEL PONDS IS STILL DUMPING REGULARY. THIS SHOULD SLOW DOWN SOON.
  
- FLOODING THE GREEN HOUSE STILL. WE WILL DO THIS RIGHT UP UNTIL FREEZING TEMPS.
  
- OVERALL THE PLANT IS RUNNING WELL THIS MONTH.
  
- Jim Luke to attend a annual update meeting on different topics in Dansville on Friday, September 16, 2011

### DPW Superintendant - Steve Farrell

- THE FESTIVAL WENT WELL FOR THE DPW AGAIN. THERE NEEDS TO BE SERIOUS TALK ABOUT THE FESTIVAL NEXT YEAR AND TAKING IT BACK TO JOHNSON PARK.
- THE SPEED HUMP ON SCOTT CRESCENT IS NOT DOWN YET. THE SIGNS IS UP BUT I'M WAITING FOR A COUPLE DAYS IN A ROW OF GOOD WEATHER TO PUT IT IN.
- I STOPPED IN TO COOPERVISION AND TALKED WITH THEIR MANAGER CONCERNING THE TRAFFIC THRU THE BIG TRACT. HE SENT OUT A MEMO TO ALL HIS EMPLOYEES ABOUT NOT DRIVING THRU THE TRACT AND ALSO PUT UP NEW SIGNS IN HIS PARKING LOT. WE ALSO PUT UP A NO THRU TRAFFIC SIGN ON BRIARWOOD. THE SPEED HUMPS WILL GO IN ONCE WE HAVE THE SPOTS PICKED OUT.
- SUMMER HELP IS DONE FOR THE YEAR.
- MOWING HAS BEEN KEEPING US BUSY.
- WE WILL START CATCH BASIN REPAIR UP IN THE BIG TRACT. 3 CATCH BASINS WILL BE REPAIRED.
- BECKWITH AVE HAS BEEN TRUED AND LEVEL TO GET IN READY FOR OIL AND STONE NEXT YEAR. THE TOWN CAME IN WITH THEIR GRADER AND HELPED US. THIS IS WHAT WE MIGHT DO ON BROWNS AVE. NEXT YEAR.
- I WOULD LIKE TO GET PERMISSION TO ATTEND THE ANNUAL NYCOM CONFERENCES OCT. 24<sup>TH</sup> – 26<sup>TH</sup> IN SARATOGA SPRINGS THIS YEAR.
- DAN AND KEN WILL REPRESENT THE VILLAGE AT THE HAZMAT COLLECTION ON SEPT. 17 IN CHILI.
- FLOWER BASKETS ON MAIN ST. WILL COME DOWN THIS WEEK. WE WILL KEEP THE PLANTER BOXES UP FOR A WEEK OR 2 MORE. WE NEED TO DISCUSS THE PLANTER ISSUE FOR NEXT YEAR. THE BASKETS ALL NEED TO BE REBUILT OR REPLACED AND THE FLOWERS DON'T SEEM TO BE LASTING AS LONG AS THEY SHOULD.
- WILL BE WORKING DOWN AT JOHNSON PARK PUTTING IN TREES AND GETTING LITTLE JOBS DONE IN AND AROUND THE BUILDING. I WILL DISCUSS THE LIGHT POLES AT MEETING.
- TERRY TREE WILL BE HERE SOON TO DO TREE TAKE DOWNS AND TRIMMING ALONG VARIOUS ROADS. THEY WOULD HAVE BEEN DONE EARLIER BUT THEY GOT CALLED OUT OF TOWN DUE TO THE FLOODING.

### LEAF NOTIFICATION:

Will be published in the Sentinel and Penny Saver to run for 1 week. Leaf collection will start on Tuesday, October 11, 2011 and run through December 02, 2011.

### DUMPSTERS:

- LT Disposal is interested in purchasing used dumpsters for \$2,000.00.

### REFUSE AND RECYCLING BID: Town of Wheatland

- Bid in, waiting to hear from Town of Wheatland.  
Mayor Gee informed the Board, if Village wins the bid for Refuse and Recycling with Town of Wheatland, the Village will keep the old disposal truck as a backup.

### FLOWERS:

Baskets will need to be repaired or replaced for next year. Flowers did not last this year. Baskets will be taken down soon.

### SUMMERFEST:

Feedback: Negative

1. Not Positive, need change of venue
2. Festival is stuck in between a “Community Block Party” and Festival
3. Vendors leave early
4. No afternoon crowds

Positive:

1. 5K Race more popular
2. Fishing Derby
3. Fireworks

#### UNIFORMS:

Mayor Gee informed DPW Superintendent Steve Farrell that uniform contract is ending, we will not renew contract. DPW Superintendent Farrell to make sure it is not on an automatic renewal.

The intent of the uniform was to make crew look alike, presentable to public.

Mayor understands there were problems with uniforms that were picked out for the crew.

Superintendent Farrell will contact different uniform companies to see what they can offer.

#### BOARDWALK:

Boardwalk is cedar wood, because of its natural oil content it will be slippery when wet. Signs have been posted slippery when wet and walk bikes. DPW Superintendent Farrell will contact State Parks to see if they have similar issues with other boardwalks and how they are rectifying the problem.

#### TREASURER – Beverly Martin

##### A) Pay Bills:

**MOTION:** made by Deputy Mayor L. Wagar and seconded by Trustee R. Clark to approve bills from August 12, 2011 to September 14, 2011 on abstracts 9 to 13. August – September 2011

**VOTE:** 4-0 Carried unanimously

##### B) Credit Card Discussion:

Mayor Gee has talked with EMS Chief Matt Jarrett and Treasure Beverly Martin The plan is as follows:

1. Start slowly, Credit Card for EMS
2. Every purchase needs a receipt with a detailed voucher filled out for tracking purposes
3. Dollar amount and limitations (to be determined)
4. One person control – EMS Chief Matt Jarrett
5. Fire Chief Bob Emerson might need charge card

Treasurer Beverly Martin made reference to e-mail sent out by Matt Jarrett “Why to” have credit card, she suggested that the Board review on line the “Why not’s” for issuance of Credit cards.

##### C) HEALTH CARE:

Up and running as of September 01, 2011.

Billing mix up adjustments needed to be done, Treasurer Martin thanked all employees for being so understanding.

October normal deductions will be in effect.

D) JOHNSON PARK: Reimbursement: \$23,000.00

E) Sales Tax: Revenue up 4%

Mayor Gee informed the Board the \$450,000 Bond Anticipation Note (BAN) for Pump Station went out for bid, two bids were receive. Roosevelt Crossing Incorporated was awarded the Bid, with a Net Interest Rate 1.1060.

### **VILLAGE CLERK – Julie Kuhn**

#### Office 2010 Home & Business Software

Received quote from Pin Point (on state bid) for Office 2010 Home Business Software for village laptop in the amount of \$194.58

**MOTION:** made by Trustee E. Murray and seconded by Deputy Mayor L. Wagar to approve the purchase of Office 2010 Home and Business Software for Village Laptop in an amount not to exceed \$200.00

**VOTE:** 4-0 Carried unanimously

#### Online Backup:

At the March 08, 2011 Village Board Meeting

Village Board was in agreement that an online backup system was needed for the Village Office.

Received quote from Pin Point 3PCs with 2 gigs back up for each, total of 6 gigs would be \$18.60 per month.

**MOTION:** made by Trustee R. Clark and seconded by Trustee E. Murray to accept the quote from Pin Point and approve the on line backup for the 3 PCs in the Village Office.

**VOTE:** 4-0 Carried unanimously

Office hours for the week of September 19-23, 2011 have been posted in the Sentinel, at the Library, in the Municipal Building and on the web.

#### Recycling Calendar:

Calendar given to Trustees and DPW Superintendent to review, back to clerk at October 11, 2011 meeting.

Mayor Gee acknowledged Trustee Jim Clark entering the meeting at 7:30 p.m.

#### ICE RINK:

DPW Superintendent Steve Farrell informed the board that the rink can be flooded this year. A test flood will be done. There will be a need for volunteers to keep it up.

A few people have shown interest in taking on responsibility of up keep of rink.

**APPROVAL OF MINUTES:** continued

**Fire Commissioner Minutes:**

Mayor Gee asked for a motion to approve Tuesday, August 09, 2011 Fire Commissioner Minutes

**MOTION:** made by Trustee J. Clark and seconded by Deputy Mayor L. Wagar to approve the minutes of the Tuesday, August 09, 2011 Fire Commissioner Meeting as written.

**VOTE:** 3-0 carried

Trustee E. Murray	Abstained
Trustee J. Clark	Aye
Deputy Mayor L. Wagar	Aye
Trustee R. Clark	Abstained
Mayor Paul Gee	Aye

**VILLAGE BOARD MINUTES:**

Mayor Gee asked for a motion to approve Tuesday, August 09, 2011 Village Board Minutes

**MOTION:** made by Deputy Mayor L Wagar and seconded by Trustee J. Clark to approve the minutes of the Tuesday, August 09, 2011 Village Board Meeting as written.

**VOTE:** 3-0 carried

Trustee E. Murray	Abstained
Trustee J, Clark	Aye
Deputy Mayor L. Wagar	Aye
Trustee R. Clark	Abstained
Mayor Paul Gee	Aye

**TRUSTEE REPORTS**

**DEPUTY MAYOR LESLIE WAGAR**

Code Enforcement Dept. (Report on file)  
 Village Planning/Zoning Boards  
 Reviewing Sign Code  
 Reviewing Master Plan

Deputy Mayor Leslie Wagar reported that the Planning /Zoning Board of Appeals are working on the following:

1. Review of Master Plan
2. 14 Maple Street, new owner Nancy Jurs doing renovation work, Building Inspector Terry Rech will check into this.

3. D & D's Sub-Division 26 Caledonia Avenue approved the minor map #11-L108 amendments as submitted. Also did Neg. Dec. SEQR motion
4. Questions on Right-of-Way, from sidewalk to roadway. Mayor Gee stated that home owner, owns to center of road.
5. Sign Code Ordinance
  - a. Five Year Sunset Rule – Adhere to code. Village Board has to be mindful when signs are not compliant.
  - b. Non Conforming Signs: American Legion, Ameritherm, Artisan Coffee Shop, and D & D's. Amy Rose signage for window space is non conforming.
  - c. Economy:  
 Mayor Gee suggested an extension be given from when Sign Code was approved. Give businesses until 2013 to conform to Sign Code. Mayor Gee is charging the Planning Board with review of non conforming signs, to review one non conforming sign a month and make recommendation to Village Board.  
 Deputy Mayor L. Wagar informed the Board that the Planning Board is making a recommendation that all new business or new signage must comply with laws set in place.

## **TRUSTEE – ELIZABETH MURRAY**

Liaison to      Community Organizations  
                          Chamber of Commerce  
                          Main Street Committee

### **I. Forestry Committee**

- E. Murray met with arborist Andrew Pleninger of Urban Forestry LLC on 9-13-11 and received a Preliminary Tree Inventory Summary. The full inventory and report will be finished within the next week. The inventory revealed a total of 715 trees, stumps and planting sites.
- We are still awaiting the grant award letter from the NYS DEC. Letters were scheduled for mailing at the beginning of September but are running late.
- E. Murray is currently reviewing the grant application to schedule next steps and assess funding.

#### **Next Steps:**

- set committee meeting date for presentation by Andrew Pleninger
- set public info date with Friends of the Scottsville Free Library
- begin presentation research (historical/environmental significance, proper care and maintenance, review of inventory results, next steps)

### **II. Main Street Committee**

**Farmers' Market:** the Midweek Farmers' Market will finish the season on Sept. 28

**Grants:** NYS has announced availability of state and federal funds that may be applied for via a consolidated funding application. Mayor Gee, Supt. Farrell and E. Murray will review the funding opportunities and investigate a collaborative application. The application deadline is Oct. 31.

Respectfully submitted by:  
 Trustee Elizabeth Murray  
 September 13, 2011

**FLOWERS:**

Trustee E. Murray inquired about funds to purchase flowers (mums) for the flower boxes on Main Street. Discussion followed the Board was in agreement to spend up to \$200.00 for Fall Flowers for planters on Main Street. Trustee E. Murray will contact Treasurer B. Martin.

Town of Wheatland Councilperson Roger DeWitt left meeting at 8:19 p.m.

**TRUSTEE JAMES CLARK**

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

Johnson Park:

Sign back up  
Memorial Cherry Trees Planted

Mayor Gee would like to have a rededication of Johnson Park to thank the different agencies that worked on the Park

Trustee Jim Clark to draft an agenda and list of dignitaries to invite.

**TRUSTEE RICK CLARK:**

Liaison to: Department of Public Works  
Town of Wheatland Economic Development Task Force

No report

Trustee R. Clark commented on how pleasant it is to drive through the Village this year the entire look is very welcoming and nicely done, the best he has seen it in years, job well done.

SPEED HUMPS:

DPW Superintendent Steve Farrell asked if Speed Humps would be placed on Race Street.

Trustee E. Murray reported that the placement of the big rocks by driveway to Church has helped

**MAYOR PAUL GEE:**

Liaison to: Fire Department  
Rescue Squad  
Public Relations Liaison

- Public Relations Liaison - Edie Cornish  
Working on Newsletter  
Web Site: with the help of Village Office staff adding some permits/applications.

DPW Superintendant Steve Farrell left the meeting at 8:40p.m.

- Hazardous Waste Collection:

Will take place on Saturday, September 17, 2011 from 7:45am to 12:00 noon at the Town of Chili Highway Department. Appointments are required and will be accepted until Friday, September 16, 2011.

- **Property Tax Cap:**  
 Mayor Gee explained that NYCOM suggested that override to Tax Cap be done because of mandates, to protect Village. A Local Law will have to be done on yearly basis.  
 A Local Law to override the tax limit established in the General Municipal Law 3-c  
**Public Hearing:**  
**MOTION:** made by Trustee J. Clark and seconded by Trustee E. Murray to set a Public Hearing on Tuesday, October 11, 2011 at 6:45 p.m. to consider Local Law 2 of the year 2011 to override the tax levy limit established in the General Municipal Law 3-c  
**VOTE:** 5-0 Carried unanimously
  
- **Community Development Block Grant: Matching Funds**  
 Sanitary Sewer Inspection Project  
 The Village of Scottsville was awarded \$24,207 for the Sanitary Sewer Inspection project from Monroe County's Community Development Block Grant Program.  
**MOTION:** Go out to Bid for Sanitary Sewer Inspection and Condition Analysis  
 Made by Deputy Mayor L. Wagar and seconded by Trustee J. Clark for approval to advertise going out to bid for Sanitary Sewer Inspection and Condition Analysis in an amount not to exceed \$50,000.  
**VOTE:** 5-0 Carried unanimously
  
- **PUBLIC HEARING:**  
Release of Funds:  
**MOTION:** made by Deputy Mayor L. Wagar and seconded by Trustee E. Murray to set a Public Hearing for Tuesday, October 11, 2011 at 6:35 p.m. to consider the transfer of \$25,000 from Sanitary Sewer Reserve to Sanitary Contractual for Sanitary Sewer Inspection Project, matching funds for Community Development Block Grant (CDBG) Subject to 30 day Permissive Referendum.  
**VOTE:** 5-0 Carried unanimously
  
- **Special Board Meeting:**  
 Mayor Gee asked for a motion to hold Special Meeting on Thursday, October 06, 2011 at 6:00 p.m.  
**MOTION:** made by Trustee R. Clark and seconded by Trustee E. Murray to hold a Special Board Meeting on Thursday, October 06, 2011 at 6:00 p.m. for Bid Opening for Sanitary Sewer Inspection Project.  
**VOTE:** 5-0 Carried unanimously

**OLD BUSINESS:**

- Cell Tower:
    - Unison Site Management Discussion on lease option
    - Discussion:
      1. Technology ever changing
      2. T-Mobile buy out
      3. Contact Village Attorney Peter Skivington to go out for Bid for sale of lease on Cell Tower.
- Mayor Gee will contact Ed Tuohey from Unison Site Management to let him know yes, the Village is considering selling the lease on the cell tower, however due to our procurement policy the Village has to put it out for bid.

Village Board meeting moved to Conference Room B-Town of Wheatland holding press conference for incident in Mumford.

- Executive Deputy Chief of Compliance and Safety  
Approval of Jay Coates
  - MOTION:** made by Deputy Mayor L. Wagar and seconded by Trustee J. Clark to approve the Mayoral recommendation of candidate Jay Coates as Executive Deputy Chief of Compliance and Safety.
  - VOTE:** 5-0 Carried unanimously

Mayor Gee will inform Jay Coates of his appointment as Executive Deputy Chief of Compliance and Safety.

**NEW BUSINESS:**

Fall Leaf Collection – Per DPW Superintendent Farrell’s request, the following action was taken:

- MOTION:** - Advertise leaf collection  
Made by Trustee R. Clark and seconded by Trustee E. Murray to approve placing an ad in the Sentinel and Genesee Valley Penny Saver to residents for the Fall Leaf Collection.
- VOTE:** 5-0 Carried unanimously

**PARK PERMITS:**

**MOTION:** made by Trustee J. Clark and seconded by Trustee E. Murray to approve the Johnson Park Permits as listed:

1. Ken Bohn, 87 Smith Street, Saturday, September 17, 2011, B’day Party
2. Todd Schwasman, 96 Bailey Rd, Sunday, September 18, 2011, Shower
3. Emerson Milks, 51 Main Street, Saturday, September 24, Family Picnic
4. Todd Schwasman, 96 Bailey Rd, Sunday, September 25, 2011, Shower

**VOTE:** 5-0 Carried unanimously

CORRESPONDENCE – See Folder

ADJOURNMENT:

**MOTION**: made by Deputy Mayor L. Wagar and seconded by Trustee E. Murray to adjourn the meeting at 9:07 p.m.

**VOTE**: 5-0 Carried unanimously

Respectfully submitted by,

**Julie A. Kuhn.**

Julie A. Kuhn  
Village Clerk