

VILLAGE OF SCOTTSVILLE
 BOARD OF TRUSTEES MEETING
 Minutes of Meeting
 Tuesday, July 12, 2016

Call to Order

Mayor Paul Gee called the meeting to order at 7:26 pm.

Pledge of Allegiance To The Flag

Moment of Silence – Mayor Gee asked for a moment of silence for our fallen first responders.

Roll Call

Present: Mayor Paul Gee, Deputy Mayor Leslie Wagar,
 Trustee Ruth Thompson, Trustee Rick Clark, Trustee Jim Clark – *late arrival*

Also Present: Peter Skivington – Village Attorney,
 Katie Moffe – Deputy Clerk/Treasurer,
 Robert Panik – Code Enforcement Officer/ Fire Marshall
 Steve Farrell – DPW Superintendent

Approval of Minutes

Village Board Meeting Minutes – Tuesday, June 14, 2016

MOTION made by Deputy Mayor L. Wagar and seconded by Trustee R. Thompson to approve the minutes of the *Tuesday, June 14, 2016*, Village Board Meeting as submitted.

VOTE: *Carried 3-0*

Deputy Mayor Leslie Wagar	AYE	Trustee Ruth Thompson	AYE
Mayor Paul Gee	AYE	Trustee Jim Clark	ABSENT
Trustee Rick Clark	ABSTAINED		

Public before the Board – No Public Present

Public Hearing:

Mayor Gee opened the Public Hearing at 7:28 pm by reading the following notice from the Sentinel:

**LEGAL NOTICE
 NOTICE OF PUBLIC HEARING
 Village of Scottsville**

PLEASE TAKE NOTICE that a Public Hearing will be held by the Board of Trustees of the Village of Scottsville on, **Tuesday, July 12, 2016 at 7:00 PM**, at the Wheatland Municipal Building, 22 Main Street, Scottsville, New York, to consider releasing monies now on deposit in the Fire Equipment Reserve Fund in an amount not to exceed \$7,440.00 to pay for one hundred feet of 5 inch Supply Hose.

This Public Hearing is being held pursuant to the General Municipal Law of the State of New York, and any resolution adopted thereafter will be subject to permissive referendum as permitted by law.

At this time and place all interested persons will be given an opportunity to speak for or against this proposed expenditure.

Public Comment: No public present to comment

Closed Public Comment and Opened for Board Comment at 7:29 pm

Board Comment: Mayor Gee stated this will be replacing hose that did not pass inspection

Closed Board Comment at 7:29 pm

Motion and Vote

MOTION made by Trustee R. Thompson and seconded by Deputy Mayor L. Wagar to approve the release of monies now on deposit in the Fire Equipment Reserve Fund in an amount not to exceed \$7,440 for the purchase of one hundred feet of 5 inch supply hose.

VOTE: *Carried 4-0*

Deputy Mayor Leslie Wagar	AYE	Trustee Ruth Thompson	AYE
Mayor Paul Gee	AYE	Trustee Jim Clark	ABSENT
Trustee Rick Clark	AYE		

Reports – Attorney Peter Skivington

- July 7th – received revised maps from Kocher
- Reached out to Monroe County Attorney to see if we can use previously filed easements – not much of a change, just where monuments located – waiting to hear back, should be done by next board meeting
- 572 North Road – project completed – property owner hired own plumber to do his connections
- 60 Main Street – Continued
 - Received copy of brief they filed with health division – will not be heard until November
 - Keeping in touch with nearby residents; everything has been quiet for the past month and a half
 - Quite an expenditure for the Village in a legal fee point of view – has been utilizing associate to help ease costs for the village
 - Notice of Appeal
- 501-C3 – Main Street Committee to change to Association
- Approached by Mobile Lite
- Similar company approached village years ago but went bankrupt before starting
- Stated great working with new Village Clerk Katie Moffe – keeps him on track
- Contract negotiations for EMS Merger
 - Issue: what you do with assets? – lease or sell them, etc.
- Mayor Gee – Sidewalk easement in front of Artisan sidewalk grant – hard to reach will need to reach-out to attorney
 - August we should get final approval and contact county to start contract negotiations
- Mayor Gee –Approached by company about cell tower
- Attorney will send over a copy of the agreement we had when lease was sold

Village Attorney Peter Skivington left at 7:46 pm

Department Reports

Building Inspector/Code Enforcement Officer – Bob Panik

- 4 – Building Permits issued – 18 Year to Date
- 22 – Property Maintenance Issues
- 2 – Fire Safety Inspections
- 20 Grove Street – Sewer problem in rear yard has been repaired.
- 572 North Road – Sewer problem in front has been repaired

- NYS Fire Marshals Conference August 6th-9th in Liverpool
- Violations in court
- Mayor Gee – Letter coming from Nancy Jurs regarding additional property maintenance issues in the area
- Reminder to address excessive signage in windows at local gas station

DPW Superintendent – Steve Farrell

- Sidewalk project on Genesee St is complete. Will sit down this week and get paperwork in order to submit to County by early next week. Richard M will be stopping out and taking a look at the project. – payment by August hopefully
- Tree work will start this month by Terry Tree, they have county contract again. We will remove 6 dead ash tree's ourselves over the next couple of weeks.
 - Board Discussion – Mayor Gee was contacted by Village Forestry Board Chair – inquired if forestry board could raise money with fundraisers, Mayor Gee will speak with village attorney
- Road work is scheduled for early August. Race, Church, Second and Genesee will be cold mixed paved, then oil and stoned.
- Watering multiple times each week. We also hit trees that were planted and memorial garden and trees.
- Repaired 4 storm catch basins on various streets.
- Festival plans are coming along nicely.
- Chamot and Grove St/Com N Go sewer lateral projects are complete.
- Mowing has slowed down, but string trimming is still keeping us busy.
- Will be on vacation July 29th – August 7th, returning to work August 8th. Ken will be in charge.
- Rush Henrietta school age daycare program would like to know if they can use the bathroom at the WWTP July 19th. They will be on the greenway for a bike tour and Scottsville is one of the stops.
 - Board in agreement and will allow use of bathroom to daycare program on July 19th.
 - DPW will make sure everything is tidy before.

Board Discussions:

- Mayor Gee requested Mr. Farrell reach out to Town Highway Superintendent about working together to redo driveway at Firehouse; as it will benefit town residents in fire district
- White Church – Johnson Park Parking lot – issues with cars slinging gravel, Mayor Gee discussed possibly extending fence towards race, prevention ideas – Mr. Farrell is open to a meeting to discuss options with them
- Genesee Street Sidewalk Grant – work with Contracted Clerk for submission to county
- Parking concerns on Scott Crescent
- Village truck availability for Code Enforcement use when patrolling

Deputy Clerk/Treasurer – Katie Moffe

Pay Bills:

MOTION made by Deputy Mayor L. Wagar and seconded by Trustee R. Thompson to approve payables on the APGL Distribution Report and Voucher Detail Report through *July 12, 2016* with General Payables totaling \$41,016.72.

VOTE: *Carried 4-0*

Deputy Mayor Leslie Wagar	AYE	Trustee Ruth Thompson	AYE
Mayor Paul Gee	AYE	Trustee Jim Clark	ABSENT
Trustee Rick Clark	AYE		

Budget Transfers: *None*

Budget Amendments: *None*

Reserve Funding:Board Resolution

After additional analysis and discussions with Fire Chief Jeff Brown, we wish for the Board of Trustees approval and resolution for the transfer additional unspent budget from the Fire – 4540 of **\$7,675** from unappropriated fund balance to the Fire Equipment Reserve for a total funding of \$18,000, to cover anticipated equipment purchases in the 2016-17 year. This transfer will be effective for the year ended May 31, 2016.

Motion and Vote

MOTION made by Trustee R. Clark and seconded by Deputy Mayor L. Wagar to approve the above resolution for the transfer of additional unspent budget in an amount not to exceed \$7,675.00 from Fire – 4540 to the Fire Equipment Reserve for a total funding of \$18,000 to cover anticipated equipment purchases in the 2016-17 year; effective May 31, 2016.

VOTE: Carried 4-0

Deputy Mayor Leslie Wagar	AYE	Trustee Ruth Thompson	AYE
Mayor Paul Gee	AYE	Trustee Jim Clark	ABSENT
Trustee Rick Clark	AYE		

- Treasurer's Report
 - Storm Sewer – 8140.4 – overspent \$1,780 – for mapping
 - Board made prior motion and approved the use of money in storm sewer reserves
- Standard Workday Trustees – need record of activities
- Copier Proposal Updates – Documents Attached – Toshiba & Xerox
 - Put on next month's agenda to make a decision
- DPW annual review copies Steve will provide to village office for personnel files
- January 2017 - DPW Equipment Reserve not funded this year
 - Public Hearing to transfer out of Building Repair Reserve towards end of year

Trustee Jim Clark arrived at 8:36 pm.

Procurement Policy:

MOTION made by Trustee R. Thompson and seconded by Trustee J. Clark to approve the changes to the Village of Scottsville's Procurement Policy to match state recommendations as shown on pages 1&2.

VOTE: Carried 5-0

Deputy Mayor Leslie Wagar	AYE	Trustee Ruth Thompson	AYE
Mayor Paul Gee	AYE	Trustee Jim Clark	AYE
Trustee Rick Clark	AYE		

Trustee Reports:**Deputy Mayor Leslie Wagar**Liaison to:

- Village Zoning/Planning Boards
 - Finishing up Master Plan recommendations
 - Deputy Mayor L. Wagar inquired about the Villages Public Hearing regarding subdivision still tabled
 - Mayor Gee advised that;
 - National Grid finally agreed to allow solar to hook up to DPW as originally planned
 - Solar Liberty finalizing plans
 - No subdivision required as of today
- Code Enforcement Dept
- Facebook Administrator – Grant Administration work/Storm Water
- Treasurer/Clerk's Office
 - Lauren Grossman

- New Deputy Clerk
- Current village resident
- Hopefully to start by beginning of next week

Dog Park

- Follow up meeting with town cancelled due to Mayor Gee being called out of town
- Town looking for dog space due to current situation not being great
- Deputy Mayor L. Wagar will send out email to with Town of Wheatland Supervisor to set up a follow up meeting

Trustee – Ruth Thompson

Liaison to: Community Organizations

- Patrick's Place – still looking for donations
- Farmers Market – looking for continued support
- Festival Committee meeting this Thursday, July 14th
- Town of Caledonia – Public Hearing, Thursday, July 14th, 7:30pm, regarding Pick and Pull possibly going up that would be visible from Greenway
 - Looking for support

Activities Committee

- Genesee Country Museum – kid admissions free for all of July, not including special events

Main Street Committee

- Meeting with Peter on Thursday, July 14th, with Benjamin Woelk to go over 501-C3 application that working on for awhile now

* *Trustee R. Thompson's work schedule will be changing soon will be days then on call; will keep us updated.*

Trustee James Clark

Liaison to: Village Parks

Forestry Board

(Town Asset Committee – dissolved due to decline of older kids, lots of younger families)

- Focus is now on Recreation
- Funds going towards recreational programs instead

Trustee Richard Clark

Liaison to: Department of Public Works

- Update on Annual Review of DPW Superintendent
- Brought in sample format to use for annual review

Mayor's Reports: Mayor Paul Gee

Liaison to: Fire Department
Rescue Squad
Main Street Committee
Chamber of Commerce
Public Relations
Memorial Trees

- 3 New Memorial Trees

Surplus Fire Police Van:

MOTION made by Trustee R. Thompson and seconded by Deputy Mayor L. Wagar to declare vehicle 4626 as surplus equipment, authorize the sale of it and advertise for sealed bids.

VOTE: *Carried 5-0*

Deputy Mayor Leslie Wagar	AYE	Trustee Ruth Thompson	AYE
Mayor Paul Gee	AYE	Trustee Jim Clark	AYE
Trustee Rick Clark	AYE		

Code Enforcement Officer Bob Panik left at 9:10pm

Public Hearing for Fire Truck Lease Agreement:

MOTION made by Trustee J. Clark and seconded by Deputy Mayor L. Wagar to setup the following public hearings for Tuesday, August 9, 2016;

- **Public Hearing #1:** At 7:00pm, to consider the lease purchase by the Village of Scottsville of a 2016 E-One Typhoon Tanker for use by the Scottsville Fire Department for a lease period of 12 years in an amount not to exceed \$567,696.00 and an annual lease amount of \$49,314.65 pursuant to the General Municipal Law and Local Finance Law of the State of New York.
- **Public Hearing #2:** At 7:15pm, to consider the release of monies now on deposit in the Village Fire Truck Reserve Fund in an amount not to exceed \$70,000 to pay the cost of the down payment for the lease of an E-One Typhoon Tanker.

VOTE: *Carried 5-0*

Deputy Mayor Leslie Wagar	AYE	Trustee Ruth Thompson	AYE
Mayor Paul Gee	AYE	Trustee Jim Clark	AYE
Trustee Rick Clark	AYE		

Board Discussion:

- Trustee R. Thompson asked about exit interviews for members of Fire/EMS that step-down
- The Fire Commissioners are available to speak with – if not comfortable speaking with other members
- Mayor Gee will reach out to Chief Jarrett of EMS to advise him of this

- * Mayor Gee requested that DPW Superintendent Steve Farrell look for documentation/disposition that the water tower was previously in the triangle so that throughout the SEQR process, if we receive the grant, we have documentation that says the ground has already been disturbed don't need to dig for artifacts etc.

DPW Superintendent Steve Farrell left at 9:20 pm

CFA Grant Resolution:

WHEREAS, the Village of Scottsville Board of Trustees, Monroe County, supports the submission of a Consolidated Funding Application on behalf of the Village, for the Environmental Protection Fund for the establishment of a Founders Park; and

WHEREAS, EPF Parks grant funding is available for the development and improvement of parks, located within the physical boundaries of the State of New York; and

WHEREAS, The Village of Scottsville would like to honor the founding settlers through the enhancement of undeveloped parkland with a dedication and remembrance of its history with a well-deserved park dedication to include a small gazebo, sidewalks, a plaque, and minimal landscaping; and

WHEREAS, the properties developed with grant funds will receive long term protections to ensure the public benefit from the investment; and

WHEREAS, the Village of Scottsville, Monroe County, supports the submission of a Consolidated Funding Application on behalf of the Village for funding to develop a Founder Park; and

NOW, upon motion by *Village Trustee James Clark*, and second by *Village Deputy Mayor Leslie Wagar*, it is

RESOLVED, that the Village of Scottsville recognizes and fully supports the submission of a Consolidated Funding Application on behalf of the Village for the establishment of a Founders Park.

VOTE: *Carried 5-0*

Deputy Mayor Leslie Wagar	AYE	Trustee Ruth Thompson	AYE
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Mayor Paul Gee	AYE	Trustee Jim Clark	AYE
Trustee Rick Clark	AYE		

SEQR Resolution:

MOTION made by Trustee R. Thompson and seconded by Deputy Mayor L. Wagar to approve the following SEQR resolution;

WHEREAS, the Village of Scottsville Board of Trustees (hereinafter referred to as Village Board) has reviewed the SEQR Full Environmental Assessment Form (EAF) Part 1, prepared by the MRB Group (hereinafter referred to as Village Engineer) on the above referenced Village of Scottsville Founders Park Project (hereinafter referred to as Action); and

WHEREAS, the Village Board determines that said Action is classified as an Type 1 Action under the State Environmental Quality Review (SEQR) Regulations Part 617.4 (b) (9); and

WHEREAS, the Village Board determines that said Action is also subject to review and approval by other involved agencies under SEQR Regulations; and

WHEREAS, the Village Board determines that it is the most appropriate agency to insure the coordination of this Action and will provide written notifications to involved agencies, for the purposes of conducting a coordinated review and making the determination of significance thereon under the SEQR Regulations.

NOW, THEREFORE BE IT RESOLVED that the Village Board does hereby declare its intent to be designated as the lead agency for the Action.

BE IT FURTHER RESOLVED, that the Village Engineer is directed to provide notice hereof to the involved and interested agencies, seeking their agreement (or objection thereto) in writing.

VOTE: *Carried 5-0*

Deputy Mayor Leslie Wagar	AYE	Trustee Ruth Thompson	AYE
Mayor Paul Gee	AYE	Trustee Jim Clark	AYE
Trustee Rick Clark	AYE		

Parks Master Plan:

MOTION made by Trustee R. Thompson and seconded by Trustee J. Clark to reapprove the adoption of the Parks Master Plan as stated without changes.

VOTE: *Carried 5-0*

Deputy Mayor Leslie Wagar	AYE	Trustee Ruth Thompson	AYE
Mayor Paul Gee	AYE	Trustee Jim Clark	AYE
Trustee Rick Clark	AYE		

Senior Center Grant**Pin Point Quote:**

MOTION made by Deputy Mayor L. Wagar and seconded by Trustee R. Thompson to approve the attached quote from Pin Point for the purchase of Samsung Galaxy Tablets and Cases for an amount not to exceed \$3,239.08.

VOTE: *Carried 5-0*

Deputy Mayor Leslie Wagar	AYE	Trustee Ruth Thompson	AYE
Mayor Paul Gee	AYE	Trustee Jim Clark	AYE
Trustee Rick Clark	AYE		

Board Discussion:

- If the grant reimbursement for the tablets doesn't go through for some reason, worst case scenario the Village will have 13 tablets to use for any of the Village Boards.

Pin Point Check Pre-Approval:

MOTION made by Trustee J. Clark and seconded by Deputy Mayor L. Wagar to pre-approve the payment to Pin Point for Quote #PPGQ4235, for an amount not to exceed \$3,239.08, after invoice has been submitted.

VOTE: *Carried 5-0*

Deputy Mayor Leslie Wagar	AYE	Trustee Ruth Thompson	AYE
Mayor Paul Gee	AYE	Trustee Jim Clark	AYE
Trustee Rick Clark	AYE		

Senior Center Grant – Training Contract:

MOTION made by Trustee R. Thompson and seconded by Deputy Mayor L. Wagar to enter into a contract with David Garner for an amount not to exceed \$1,500.00 to provide training to the senior center for operation of Samsung Galaxy tablets and pre-approval of check payment for services rendered.

VOTE: *Carried 5-0*

Deputy Mayor Leslie Wagar	AYE	Trustee Ruth Thompson	AYE
Mayor Paul Gee	AYE	Trustee Jim Clark	AYE
Trustee Rick Clark	AYE		

Park Permits

- Wednesday, July 27th – SAA

MOTION made by Trustee J. Clark and seconded by Deputy Mayor L. Wagar to approve the above Johnson Park Permits.

VOTE: *Carried 5-0*

Deputy Mayor Leslie Wagar	AYE	Trustee Ruth Thompson	AYE
Mayor Paul Gee	AYE	Trustee Jim Clark	AYE
Trustee Rick Clark	AYE		

Old Business

- Johnson Park discussion to continue regarding cleaning fee to charge to non-profits and refundable deposits.
- Mayor Gee will speak with DPW Superintendent regarding issues and figure out what to do next year to avoid.

New Business

- Excessive Automatic Alarms – Public Hearing for new Local Law regarding excessive unnecessary automatic alarms

MOTION made by Trustee J. Clark and seconded by Trustee R. Clark to setup a Public Hearing, on Tuesday, August 9, 2016 at 7:15pm, for proposed Local Law #6-2016 for a chargeback on excessive automatic alarms.

VOTE: *Carried 5-0*

Deputy Mayor Leslie Wagar	AYE	Trustee Ruth Thompson	AYE
Mayor Paul Gee	AYE	Trustee Jim Clark	AYE
Trustee Rick Clark	AYE		

Executive Session

MOTION made by Trustee J. Clark and seconded by Deputy Mayor L. Wagar to enter into executive session at 9:49 pm to discuss a particular personnel matter.

VOTE: *Carried 5-0*

Deputy Mayor Leslie Wagar	AYE	Trustee Ruth Thompson	AYE
Mayor Paul Gee	AYE	Trustee Jim Clark	AYE
Trustee Rick Clark	AYE		

MOTION made by Deputy Mayor L. Wagar and seconded by Trustee J. Clark to adjourn executive session and return to regular session at 9:58 pm.

VOTE: *Carried 5-0*

Deputy Mayor Leslie Wagar	AYE	Trustee Ruth Thompson	AYE
Mayor Paul Gee	AYE	Trustee Jim Clark	AYE
Trustee Rick Clark	AYE		

Adjournment

MOTION made by Deputy Mayor L. Wagar and seconded by Trustee R. Thompson to adjourn the Village Board meeting at 9:59 pm.

VOTE: *Carried 5-0*

Deputy Mayor Leslie Wagar	AYE	Trustee Ruth Thompson	AYE
Mayor Paul Gee	AYE	Trustee Jim Clark	AYE
Trustee Rick Clark	AYE		

Respectfully submitted by,

Katie Moffe
Village Clerk/Treasurer