

Board of Trustees: Maggie Ridge, Mayor  
Wayne LaVair, Deputy Mayor  
Charla Domina, Trustee  
Andy Fraser, Trustee  
Randy Hess, Trustee

Agenda

1. **Call to Order** Mayor Maggie Ridge called the August 19, 2025 Village of Scottsville Board of Trustees to order at pm.
2. **Pledge of Allegiance to the Flag**
3. **Roll Call**

**Briarwood Lane Discussion**

**Motion** made by Trustee and seconded by Trustee to authorize the Mayor to sign contract with the Hynes Construction to in an amount not to exceed \$ .

**Vote:** Carried ( - )

Mayor Maggie Ridge  
Trustee Randy Hess  
Trustee Charla Domina

Deputy Mayor Wayne LaVair  
Trustee Andy Fraser

**Motion** made by Trustee and seconded by Trustee to authorize the Treasurer to transfer the existing funds for the sidewalk project account to the drainage project account as outlined in the Hynes Construction contract in an amount not to exceed \$ .

**Vote:** Carried ( - )

Mayor Maggie Ridge  
Trustee Randy Hess  
Trustee Charla Domina

Deputy Mayor Wayne LaVair  
Trustee Andy Fraser

4. **Adjournment**

**Motion** made by Trustee and seconded by Trustee to adjourn the Village Board meeting at pm.

**Vote:** Carried ( - )

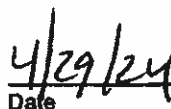
Mayor Maggie Ridge  
Trustee Randy Hess  
Trustee Charla Domina

Deputy Mayor Wayne LaVair  
Trustee Andy Fraser

<b>PROGRAM/CONTRACT TITLE:</b> Concrete Gutter Replacement - Year 48			
<b>VENDOR/CONTRACTOR NAME:</b> Village of Scottsville			
<b>DEPARTMENT/DIVISION:</b> Planning and Development/Community Development			
<b>START/END DATE:</b> October 01, 2023 - August 31, 2025		<b>TYPE/PROCUREMENT:</b> Amendmen/Other	
<b>RESOLUTION NO. OF YEAR, DATE:</b> 194 of 2023, 06/13/23		<b>CONTRACT CEILING (PREV. CEILING):</b> \$65,000 (0)	
<b>ORIGINAL AMOUNT:</b> \$65,000	<b>AMEND. 1:</b> \$0	<b>AMEND. 2:</b> \$0	<b>AMEND. 3:</b> \$0
<b>% LOCAL DOLLARS:</b> 0%		<b>TOTAL (ORIG. + AMEND.):</b> \$65,000	
<b>SYNOPSIS OF PROGRAM / SERVICES:</b> Replacement of 1815 linear feet of concrete gutters in the Diana Drive/Heather Lane/Briarwood Lane areas			
<b>NEED FOR SERVICES:</b> In addition to the unsightliness of these gutters, this lack of maintenance creates some bigger challenges: 1) Loose gravel &"a) slows down and/or re-routes storm water drainage, b) poses a risk of pedestrian and bike fall accidents, c) Clogs up the drainage system. 2) Eroded and/or sunken gutters - a) water drainage issues also cause additional street problems, including pavement heaving, potholes, and the formation of icy spots. The icy spots are a concern &" the neighborhood features an asphalt "pseudo-sidewalk" on only 1 side of the street, but our refuse and recycling collection is on both sides. The homes on the non-sidewalk side must place their totes on their driveway or on the street gutter. 3) Uneven gutters &" a) Tripping and falling hazards, b) Bike fall hazards, c) School bus pickup hazards.			
<b>APPROVAL STEP</b>	<b>DATE</b>	<b>APPROVAL STEP</b>	<b>DATE</b>
Phil Morgan (Planning & Development review)	03/21/24	Colleen Anderson (Purchasing Manager Review)	04/04/24
Daniel Morrison (Planning & Development review)	03/28/24	Maggie Ridge (Vendor Signatory)	04/05/24
Chanh Quach (Planning & Development review)	04/01/24	Donald Crumb (Law Approval After Vendor)	04/19/24
Ana Liss (Planning & Development Director review)	04/01/24	Kim Boedicker (Overview to County Exec)	
Alicia Hurley (Paralegal MC LAW review)	04/02/24	Adam Bello (County Exec Signature)	
Donald Crumb (Law Approval prior to vendor)	04/04/24	Kim Boedicker (SAP Entry & Contract Distribution)	
Wendy Clifford (MC OMB Approval)	04/04/24		



County Executive Signature

(indicating authorization to electronically  
execute contract through ContractHQ)


Date

## Maggie Ridge - Village of Scottsville

ID	Year	Status	Unlocked	Type	Submitted
144	2023	submitted	no	Works	2/16/23 02:52PM

Organization	Address
Village of Scottsville	22 Main Street, Scottsville, NY 14546

Name	Title	Phone	Email
Maggie Ridge	Mayor	585-889-6050	<a href="mailto:mayor@scottsvilleny.org">mayor@scottsvilleny.org</a>

**Project Name** Concrete Gutter Replacement on "The Big Track"

**Project Address** Diana Drive/Heather Lane/Briarwood Lane, Scottsville , NY 14546

Contact Name	Phone	Email
Maggie Ridge	585-889-6050	<a href="mailto:mayor@scottsvilleny.org">mayor@scottsvilleny.org</a>

**Census Block Groups** 360550147002

Funds Requested	Project Cost
88,041.25	180,000.00

**Summary** This group of 152 modestly priced homes was built in the late 70's-early 80's and feature the common styles of the homes from that era (colonial, ranch, raised ranch and split level.) They are mostly owner/occupied by families. These homes are well maintained and are an attractive place to live because they offer close proximity to the schools, safe places for their children to play/make friends, as well as provide a built in community of neighbors who look out for each other.

While our homeowners have maintained their homes, the Village (due to financial constraints and other urgent needs) has had to defer the maintenance of those streets and the concrete gutters. The gutters are crumbling, sinking, and some no longer exist. It's unsightly and detracts from the value and aesthetics of the neighborhood.

Conceptually the plan is:

Spring 2023-

We will work with the Town of Henrietta to use their street cleaner and thoroughly sweep all the Village Streets - this is already getting scheduled and will require an intermunicipal/shared services agreement. This will help address the aesthetics of the neighborhood and possibly uncover some additional opportunities for improvement.

Spring 2024-

Assuming CDBG funding is awarded - Schedule the contracted gutter replacements—have our DPW Superintendent or Foreman stay in contact and provide oversight of the work. The Village will notify the residents, post office and the school bus drivers of the project and resolve the inconveniences this will cause.

Spring/Summer 2024-

Dedicate Village time and materials to complete another 20-30% of the project, using existing money from Storm Water Reserves and/or ARPA.

Spring 2024-

Budget for another 20-30% to be completed in 2025 and fund the Storm Water Reserves. Cross fingers for additional grants.

Spring 2025 – 2026

Budget for the remaining replacements.

Once the gutters are complete, we can start planning on paving all three streets (Diana, Briarwood and Heather)

**Description** Our DPW has identified the areas that need the most attention (high traffic areas, curves, and low spots) and sorted out the ones we can do ourselves from the ones that need to be contracted out. Most of the ones outsourced will be the curves - we don't have the manpower or the equipment (forms) to replace them:

1) North and South side of Diana Drive/corner of Chili Ave - house numbers 1-7

2) South side of Heather Lane/corner of Diana Drive – odd house numbers 103-115

3) North and East side of Briarwood - Even house numbers 232-260

These replacements represent approximately 20% of the total linear feet in the tract.

**Clients** Census Data

**Project Timeline** 4/1/24 - 10/1/24

**Disturb 4K Sqft Land?** No    **Building > 50 Yr Old?** No    **Wetland/Floodplain/Canal?** No

**Issues** In addition to the unsightliness of these gutters, this lack of maintenance creates some bigger challenges:

1) Loose gravel –

- a) slows down and/or re-routes storm water drainage.
- b) poses a risk of pedestrian and bike fall accidents.
- c) Clogs up the drainage system.

2) Eroded and/or sunken gutters -

- a) water drainage issues also cause additional street problems, including pavement heaving, potholes, and the formation of icy spots. The icy spots are a concern – the neighborhood features an asphalt "pseudo-sidewalk" on only 1 side of the street, but our refuse and recycling collection is on both sides. The homes on the non-sidewalk side must place their totes on their driveway or on the street gutter.

3) Uneven gutters –

- a) Tripping and falling hazards.
- b) Bike fall hazards.
- c) School bus pickup/drop off hazards.
- d) Vehicle damage

**Permits?** No

**Purchasing** Municipal Force Account

**Linear Footage** Linear footage total: 1815 If contracted and approximately the same amount from the Village

**Vendor Info** Hynes Concrete Contractors

## Maggie Ridge - Village of Scottsville

Submitted 2024  
2025

ID	Year	Status	Unlocked	Type	Submitted	Meeting Date	Meeting Done?
223	2024	submitted	no	Works	2/23/24 08:33AM	2/5/2024	yes

Organization	Address
Village of Scottsville	22 Main Street, Scottsville, NY 14546

Name	Title	Phone	Email
Maggie Ridge	Mayor	585-889-6050	<a href="mailto:mayor@scottsvilleny.org">mayor@scottsvilleny.org</a>

**Project Name** Phase II of concrete storm gutter replacement on "The Big Track"

**Project Address** Diana Drive/Heather Lane/Briarwood Lane , Scottsville , NY 14546

Contact Name	Phone	Email
Maggie Ridge	585-889-6050	<a href="mailto:mayor@scottsvilleny.org">mayor@scottsvilleny.org</a>

**Census Block Groups** 360550147002

Funds Requested	Project Cost
100,000.00	200,000.00

**BABA Compliance**  
Small Grant Waiver

**Summary** The last major owner-occupied housing project constructed within the Village of Scottsville occurred in the late 70's and early 80's. It featured 152 homes and town homes that appeal to a diverse demographic via architecture, style/size of homes, proximity to schools, shopping, parks, and access to a wide variety of activities and recreation. The homes are modestly priced and well maintained. Other than some incremental and/or emergency repairs to the storm gutters, catch basins and pavement, the "Big Track" has not had any significant investment from the Village and the deferred maintenance is visible. The gutters are uneven, pitted, sunken, broken, clogged, and in many cases, causing more harm than good.

The broader scope of this long-term capital plan is to replace the storm water gutters in 3-5 phases (pending finances) completing them street by street - Phase I: Diana Drive to Heather Lane, Phase II: All of Briarwood Lane. Phase III and IV: The rest of Diana Drive. Following completion of the storm water gutter replacements, street paving will commence.

Phase I: Will kick off in early spring 2024 (funded with the current CDBG grant of \$65,000 and a village match of at least \$133,000\* -(from reserves, CHIPS, fund balance and/or ARPA funds) and will cover 3920 linear feet of gutter replacements beginning at Chili Ave and Diana Dr and continuing onto Heather Lane. Phase II: This 2024 application will allow us to replace the storm gutters on Briarwood. This is a little bigger project covering the removal and replacement of 4250 linear feet of storm gutters.

The Village DPW and Office staff will work with the contractor to notify the residents, the post office, and the schools, and resolve any challenges/inconveniences during the construction.

\*This quote was updated to reflect the increase in concrete pricing.

**Description** Phase I of the project: 1) remove the gutter that crosses Diana Drive and replace it with asphalt. 2) Remove and replace the storm gutters in front of: 24 and 26 Chili Ave, 1-9 Diana Drive (both sides), and 100-126 Heather Lane (both sides)

Phase II - This 2024 Application: Remove and replace the storm gutters on both sides of Briarwood Lane - addresses 200-278 - approximately 4250 linear feet.

Phase III and IV: Continue storm gutter replacements on Diana Drive.

**Clients** Census Data

**Project Timeline** 4/1/25 - 10/1/25

**Disturb 4K Sqft Land?** No    **Building > 50 Yr Old?** No    **Wedland/Floodplain/Canal?** No

**Issues** Loose Gravel:

- a) slows down and/or reroutes storm water drainage
- b) drags excess debris into our storm water system

Eroded, clogged, and sunken gutters:

- a) improper drainage causes pavement issues, including heaving, potholes, and the creation of icy spots. This presents a hazard when the homeowners put out their recycle and refuse bins. Only 1 side of the street has pseudo (asphalt) sidewalks, so the other side of the street must put their totes on the gutter or in their driveway.
- b) very unsightly - aesthetically detracts from the well-maintained homes and potentially affecting property values.

Uneven Gutters:

- a) creates trip and fall hazards
- b) bike fall hazards
- c) school bus pick-up/drop off hazards
- d) vehicle damage

A new storm gutter system will eliminate or mitigate most all of these issues, as well as improve our Inflow and Infiltration rates - a common issue within the Village's aging infrastructure.

**Permits?** No

**Purchasing** Competitive Public Bid

**Linear Footage** Phase 1) (2023 CDBG Grant Funding) Diana Drive to Heather Lane (both sides of both) 3920 linear feet  
Phase 2) (this application) Briarwood Lane - both sides - (house numbers 200- 278) 4250 linear feet

**Vendor Info** Hynes Concrete Contractors  
PO Box 607  
Macedon, NY 14502



PROGRAM/CONTRACT TITLE: Concrete Gutter Replacement YR49

VENDOR/CONTRACTOR NAME: Village of Scottsville

DEPARTMENT/DIVISION: Planning and Development/Community Development

START/END DATE: March 01, 2025 - February 28, 2026

TYPE/PROCUREMENT: New Contract/Other

RESOLUTION NO. OF YEAR, DATE: 144 of 2024, 06/11/24

CONTRACT CEILING (PREV. CEILING): \$50,000 (0)

ORIGINAL AMOUNT: \$50,000

AMEND. 1: \$0

AMEND. 2: \$0

AMEND. 3: \$0

% LOCAL DOLLARS: 0%

TOTAL (ORIG. + AMEND.): \$50,000

SYNOPSIS OF PROGRAM / SERVICES: Replacement of 900 lf of roadside gutters and sidewalks on the even side (numbers 206-234) of Briarwood Lane.

NEED FOR SERVICES: The gutters are crumbling, sinking, and some no longer exist. The sidewalks are adjacent and will be replaced as well.

APPROVAL STEP	DATE	APPROVAL STEP	DATE
Phil Morgan (Planning & Development review)	02/12/25	Colleen Anderson (Purchasing Manager Review)	02/28/25
Daniel Morrison (Planning & Development review)	02/12/25	Maggie Ridge (Vendor Signatory)	03/03/25
Chanh Quach (Planning & Development review)	02/13/25	Joshua Pheterson (Law Approval After Vendor)	03/05/25
Ana Liss (Planning & Development Director review)	02/13/25	Kim Boedicker (Overview to County Exec)	03/11/25
Alicia Hurley (Paralegal MC LAW review)	02/14/25	Adam Bello (County Exec Signature)	03/11/25
Joshua Pheterson (Law Approval prior to vendor)	02/26/25	Kim Boedicker (SAP Entry & Contract Distribution)	03/11/25
Wendy Clifford (MC OMB Approval)	02/27/25		



## Revised CDBG Grant Application 2024

Re: Revise Scope of Project Phase II

### **Phase II** Storm water gutters and adjacent sidewalk replacement on “The Big Track”

**Summary:** The last major owner-occupied housing project constructed within the Village of Scottsville occurred in the late 70’s and early 80’s, commonly referred to as “The Big Track.” It featured 152 homes and townhomes that appeal to a diverse demographic via architecture, style/size of home, and proximity to schools, shopping, and parks, as well as easy access to a wide variety of activities and recreation. The homes are modestly priced and well maintained. Other than emergency repairs to storm gutters, catch basins, and pothole repairs, the Big Track has not had any significant investment from the Village and the deferred maintenance is unsightly and unsafe.

The gutters are uneven, pitted, sunken, broken, clogged, and in many cases are non-functional with regard to moving storm water.

The broader scope of this long-term capital project is to replace all the gutters and the adjacent sidewalks in 4-7 phases (pending finances) completed them street by street.

### **Description**

**Phase I** of the project was completed in 2024 and included removal and replacement of the existing concrete storm gutters and asphalt sidewalks on both sides of Diana Drive (#’s 1-9) and continuing around the corner of Heather Lane on both sides for a total of 3920 linear feet. This project also included removal of debris, repairing affected driveway aprons, re-seeding lawns, and relocation of affected mailboxes. The project total was \$205,660 for all the gutter related project expenses. In addition to this amount, the Village spent approximately \$164,185 for the replacement of the asphalt sidewalks with ADA compliant concrete sidewalks. This brought the grant total of the project to \$369,845.

**Phase II** (this application) will allow for the removal of approximately 900 linear feet of storm gutters and adjacent asphalt sidewalks on the even side of Briarwood (#’s 206- 234) and replacing both with concrete. It will also include replacing affected catch basins, removal of debris, repairing affected driveway aprons, reseeding affected lawns, and relocation of affected mailboxes. The concrete sidewalks will be ADA compliant and more functional than the current asphalt sidewalks.