

Village of Scottsville  
Board of Trustees Meeting  
Tuesday, December 9, 2025 6:30 pm  
Wheatland Municipal Building  
Meeting Minutes

**Call to Order** Mayor Maggie Ridge called the December 9, 2025 Village of Scottsville Board of Trustees to order at 6:30 pm.

**Pledge of Allegiance to the Flag**

**Roll Call**

Present: Maggie Ridge, Mayor  
Wayne LaVair, Deputy Mayor  
Charla Domina, Trustee  
Andy Fraser, Trustee  
Randy Hess, Trustee

Also Present: Lauren Baron, Attorney  
Paula Parker, Treasurer  
Anne Hartman, Clerk  
0 Residents

**Approval of Minutes**

**Village Board Meeting Minutes**

*Tuesday, November 10, 2025*

**Motion** made by Mayor Maggie Ridge and seconded by Trustee Randy Hess to approve the minutes of the *Tuesday, November 10, 2025* Village Board Meeting as submitted.

**Vote:** *Carried (5-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Wayne LaVair	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Charla Domina	AYE		

**Public Before the Board** No public

**Treasurer – Paula Parker**

**Pay Bills:**

**Motion** made by Mayor Maggie Ridge and seconded by Deputy Mayor Wayne LaVair to approve payables as listed on the AP Check Register Report through December 9, 2025 and prepaid bills with General Payables totaling **\$45,932.15**.

**Vote:** *Carried (5-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Wayne LaVair	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Charla Domina	AYE		

Treasurers Report:**Expenses:****Overspent Lines 2025-2026****Why?**

A.5112.25 Road Improvements (CHIPs)	6,451.77	material prices
<i>TOTAL</i>	<i>\$ 6,451.77</i>	

**Suggested Budget Appropriations/Transfers**

Account Code Descriptions	To	From
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*Transfers for above noted accounts: 2025/2026 Fiscal Year*

Expenses: TO COVER ABOVE ACCOUNTS:

A.5112.25	Road Improvements (CHIPs)	\$ 6,455.00	
A.5410.25	<u>Sidewalk Project</u>		<u>\$ 6,455.00</u>
	<i>TOTAL</i>	<i>\$ 6,455.00</i>	<i>\$ 6,455.00</i>

**Motion** made by Mayor Maggie Ridge and seconded by Deputy Mayor Wayne LaVair to transfer funds from sidewalk to road improvements to cover project expenses as listed above from the December 2025 Treasurers Report.

**Vote:** Carried (5-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Wayne LaVair	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Charla Domina	AYE		

**Updates:** Sidewalk/Gutter Project CDBG funds (\$50,000) have been received.  
The CHIPs claim is being prepared and will be filed ASAP.  
Budget The 2026-2027 Village Budget season is approaching. I have opened up the KVS budget and I am currently updating some numbers

Budget Meeting Dates

**Motion** made by Deputy Mayor Wayne LaVair and seconded by Trustee Andy Fraser to set January 20, February 3 & 24 and March 3, 2026 at 6:00 pm as 2025-2026 budget workshops.

**Vote:** Carried (5-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Wayne LaVair	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Charla Domina	AYE		

**Department Reports****DPW – Kenny Bohn**

Both leaf boxes have been disassembled and plows attached. The boxes will need to be painted in the Spring.

Furnace in garage needs repair, we will try to do this in house.

Snowflakes are up, we tried to repair them to extend their life, we will not get another year out of them.

We will need new flags and poles for next year.

Spent a lot of time on maintenance of vehicles and equipment.

All trucks will get an oil change this or next week.

Tree trimming along sidewalks

## **Building Inspector/Code Enforcement Officer**

### **Building Dept:**

#### **Ongoing Permits**

- 15 Rochester Street Issued CofO
- 520 North Rd – Construction underway from after vehicle vs house
- CooperVision parking lot completed

#### **Permits Issued:**

- 3 Maple Street – roof
- 65 Oakwood Lane – Fence
- 80 Diana Drive pool deck
- 127 West Cavalier – Roof
- 470 North Rd- Plumbing
- 20 Wyvil- Porch Roof
- 7 Church- Roof
- 7 Main Street – Signs
- 1 Main Street – Plumbing
- 43 Chili Ave – Generator
- 1 Race Street- Fence

#### **Closed Permits:**

- 4 Kase Ct- Inground pool w/fence
- 470 North- Plumbing
- 1 Main – Plumbing
- 7 Sanhurst – shed
- 16 Diana – Roof
- 80 Diana- Deck
- 20 Wyvil – Porch roof
- 9 Church – demo

**A report to the Assessor has been sent regarding building permits issued.**

**PB/ZB:** Nothing currently

**HB:** Nothing Currently

#### **Code Enforcement:**

- Main Street parking complaint received in front of 7 Main
- Neighbor dispute/issues on Briarwood, with parking violations - Violation letter sent. Unregistered vehicles have been registered- closed out violation
- Parking issue on Browns, seems to be resolved at this time
- Working with resident to have them fix their fence that is falling into the rear parking lot
- Neighbor dispute about trees over property line

#### **Fire Marshal:**

- annual inspections
- Zoning Compliance letter for 60 Main
- Winter Fest Food trucks all have required licenses

### **Clerk – Anne Hartman**

*.GOV is complete*

*Polling Site*

*Year End Payroll*

*Cyber Security*

*Employee Handbook rewrite*

Holiday Schedule

Wednesday, December 24, 2025	Close at Noon (PTO)
Thursday, December 25, 2025	Holiday
Friday, December 26, 2025	PTO
Wednesday, December 31, 2025	Close at Noon (PTO)
Thursday, January 1, 2026	Holiday
Friday, January 2, 2026 (DPW)	PTO

**Motion** made by Mayor Maggie Ridge and seconded by Deputy Mayor Wayne LaVair to approve the above holiday schedule.

**Vote:** *Carried (5-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Wayne LaVair	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Charla Domina	AYE		

**Trustee Updates:**

Deputy Mayor Wayne LaVair – DPW

Talked to Kenny about upcoming projects

Trustee Andy Fraser – Grants and Planning Board/Zoning Board of Appeals

Monroe County is offering training classes for the Planning and Zoning Boards

Trustee Charla Domina – Procurement and ARPA

Will research solar lights and bench

Trustee Randy Hess – Historic Commission

**Mayor's Reports - Maggie Ridge**

Had a meeting about the dog park with Monroe County, Securitas, Kenny Bohn and Brian Turner Meeting with the owners of the Oatka Hotel, TJ Connor parking lot cleared up, healthcare meeting with the retirees, CMP continues, RFQ for TAP grant submitted will look into PTNY grant for more parking at Canawaugus Park.

**Public Hearing** CANCELLED

The scheduled public hearing is cancelled due to notice not containing the entire title of the local law.

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE The Village of Scottsville Board of Trustees has scheduled a Public Hearing December 9, 2025 at 7:00 pm at the Wheatland Municipal Building, 22 Main Street, Scottsville, NY 14546 to consider Local Law 2-2025 to amend the Village Code of the Village of Scottsville, Chapter 140 – Storm Sewer System, Chapter 139 – Stormwater Management, Chapter 170 – Zoning.

All interested persons will be given an opportunity to speak for or against the above proposed subdivision at the time and location set herein. Comments may also be sent via email to [villageclerk@scottsvilleny.org](mailto:villageclerk@scottsvilleny.org).

**Old Business**

MS4 Local Law Public Hearing

**Motion** made by Trustee Andy Fraser and seconded by Mayor Maggie Ridge to schedule a Public Hearing on Tuesday, January 13, 2025 at 7:00 pm at the Wheatland Municipal Building, 22 Main St, Scottsville, NY 14546 to consider Local Law 1-2026 to amend the Village Code of the Village of Scottsville, Chapter 140 – Storm Sewer System, Chapter 139 – Stormwater Management, 145 – Subdivision of land and Chapter 170 – Zoning.

**Vote:** *Carried (5-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Wayne LaVair	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Charla Domina	AYE		

**New Business**

*Amelia Fontanel, Historic Preservation Commission*

**Motion** made by Deputy Mayor Wayne LaVair and seconded by Mayor Maggie Ridge to appoint Amelia Fontanel to the Historic Preservation Commission with a term ending 2027 on the recommendation of the current members of the Historic Preservation Commission.

**Vote:** *Carried (5-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Wayne LaVair	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Charla Domina	AYE		

*SG Security at Johnson Park*

**Motion** made by Mayor Maggie Ridge and seconded by Deputy Mayor Wayne LaVair to approve the quote from SG Security to upgrade the security system at Johnson Park in an amount of \$4,312.00, funds to come from ARPA money.

**Vote:** *Carried (5-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Wayne LaVair	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Charla Domina	AYE		

*School Parking Lot*

*NYSDOT TAP Grant*

**Motion** made by Deputy Mayor Wayne LaVair and seconded by Trustee Andy Fraser to allow the mayor to submit an application for the NYSDOT TAP Grant to make improvements to Main St..

**Vote:** *Carried (5-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Wayne LaVair	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Charla Domina	AYE		

*Special Meeting*

**Motion** made by Mayor Maggie Ridge and seconded by Deputy Mayor Wayne LaVair to schedule a special meeting on December 30, 2025 at 6:00 pm to discuss open sealed bids on engineering for the NYSDOT TAP Grant.

**Vote:** *Carried (5-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Wayne LaVair	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Charla Domina	AYE		

**Adjournment**

**Motion** made by Deputy Mayor Wayne LaVair and seconded by Mayor Maggie Ridge to adjourn the Village Board meeting at 7:17 pm.

**Vote:** *Carried (5-0)*

Mayor Maggie Ridge      AYE  
Trustee Randy Hess      AYE  
Trustee Charla Domina    AYE

Deputy Mayor Wayne LaVair      AYE  
Trustee Andy Fraser      AYE

Respectfully submitted by:



Anne Hartman  
Village Clerk