

Board of Trustees: Eileen Hansen, Mayor  
Leslie Wagar, Deputy Mayor  
Kathie Carl, Trustee  
Andy Fraser, Trustee  
Nikki Whitmarsh, Trustee

Agenda

1. **Call to Order** Mayor Eileen Hansen called the January 11, 2022 Village of Scottsville Board of Trustees to order at pm.
2. **Pledge of Allegiance to the Flag**
3. **Roll Call**
4. **Approval of Minutes**  
**Village Board Meeting Minutes**  
*Tuesday, December 14, 2021*  
**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to approve the minutes of the *Tuesday, December 14, 2021* Village Board Meeting as submitted.  
**Vote:** Carried ( - )  
Mayor Eileen Hansen  
Trustee Kathie Carl  
Trustee Andy Fraser  
Deputy Mayor Leslie Wagar  
Trustee Nikki Whitmarsh
5. **Public Before the Board**  
**GUIDELINES FOR PUBLIC COMMENT:**
  - The public may speak only during the Public Comment period of the meeting (limited to a total of thirty (30) minutes) and during any public hearing public comment section, or at such other time as a majority of the Board allows.
  - Speakers must step to the front of the room.
  - Speakers must give their name, address and organization, if any.
  - Speakers must be recognized by the presiding officer.
  - Speakers must limit their remarks to three minutes on a given topic.
  - Speakers may not yield any remaining time they may have to another speaker.
  - Board members may, with the permission of the Mayor, interrupt a speaker during their remarks, but only for the purpose of clarification or information.
  - All remarks must be addressed to the Board as a body and not to any member thereof.
  - Speakers must observe the commonly accepted rules of courtesy, decorum, dignity and good taste.
  - Interested parties or their representatives may address the Board by written communications.
6. **Reports - Attorney Thomas Rzepka**
7. **Public Hearing**  
*Mayor Hansen opened the public hearing by reading the notice from the Sentinel at \_\_\_\_\_ pm.*

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

**PLEASE TAKE NOTICE** that the Scottsville Village Board will be holding a Public Hearing at the Wheatland Municipal Building, 22 Main Street, Scottsville, New York 14546 on January 11, 2022 at 7:00 pm to consider Local Law 1-2022 to amend Chapter 162-13 B(1) Article III, Stopping, standing and parking as follows:

One-hour parking on the south side of Beckwith Avenue from a point 100 feet west of the west wall of the Thomas J. Connor School to a point 100 feet east of the east wall of such school.

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

*Public Comment opened at*                      *pm.*  
**Public Comment:**

*Public Comment closed and Board Comment opened at*                      *pm.*  
**Board Comment:**

*Public Hearing closed at*                      *pm.*

**Motion** made by Trustee                      and seconded by Trustee                      to adopt Local Law 1-2022 to amend Chapter 162-13 B(1) Article III, Stopping, standing and parking as follows:

One-hour parking on the south side of Beckwith Avenue from a point 100 feet west of the west wall of the Thomas J. Connor School to a point 100 feet east of the east wall of such school.

**Vote:** *Carried (-)*

Mayor Eileen Hansen  
Trustee Kathie Carl  
Trustee Andy Fraser

Deputy Mayor Leslie Wagar  
Trustee Nikki Whitmarsh

8. **National Neighborhood Watch, Deputy Chambry, Crime Prevention Deputy**

9. **Department Reports**

a) **Building Inspector/Code Enforcement Officer**

**Permits Issued**

**Permits Finalized**

**Code Enforcement**

**Developments/Projects**

**New Items**

**Ongoing Items/Concerns**

**Upcoming**

b) **DPW – Ken Bohn & Todd Schwasman**

Floor at Johnson Park is completed  
Installed a new chimney liner  
In the process of painting the fireplace

Maintenance on all vehicles  
 Hauled out all the brush from the Village dump site

c) **Treasurer – Katie Garner**

Pay Bills:

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to approve payables on the AP Check Register Report through January 11, 2022 and prepaid bills with General Payables totaling \$29,019.28 .

**Vote:** Carried ( - )

Mayor Eileen Hansen  
 Trustee Kathie Carl  
 Trustee Andy Fraser

Deputy Mayor Leslie Wagar  
 Trustee Nikki Whitmarsh

Treasurers Report:

**Expenses:**

	Overspent Lines	Why?
A.5110.2	Street Maint Equipment	1-ton submitting for CHIPs
G.8120.2	Sanitary Sewers Equipment	1-ton (Public Hearing)
A.1410.49	Clerk Records Mngt Equip	Underbudgeted

**Updates:**

Preparing 1099s  
 Received CHIPs and EWR reimbursement  
 Starting 2022-23 Budget Prep

\*\*\*WSJFD Invoice for expense reimbursement

ARPA Expenses	Planned Expenses	Paid to date
Phone System Cloud Conversion	\$ 1,080.00	
Johnson Park Flooring	11,200.00	1,080.00
Johnson Park Furnishings		-
Chairs		-
Tables	1,269.12	
Racks	1,342.70	1,269.12
	575.68	1,342.70
		575.68
	<b>\$ 15,467.50</b>	<b>\$ 4,267.50</b>

d) **Clerk – Anne Hartman**

FMCSA

New copier delivered

Vacation January 17-21

January 17, 18 Closed  
 January 19, 20 11am - 4pm

January 21 8am – 1pm

10. **Trustee Reports:**

Deputy Mayor Leslie Wagar – Communications

Trustee Andy Fraser – Grants

Trustee Nikki Whitmarsh – Planning Board/Zoning Board of Appeals

Trustee Kathie Carl - Finance

11. **Mayor's Reports - Eileen Hansen**

12. **Old Business**

Resolution to put the dispensary to a vote

13. **New Business**

Renewal of Annual Monroe County Maintenance Permit for 2022

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to authorize Todd Schwasman, DPW Labor Foreman, to sign the renewal of the Monroe County Annual Maintenance Permit for 2022 in the amount of \$800.00.

**Vote:** Carried ( - )

Mayor Eileen Hansen

Trustee Kathie Carl

Trustee Andy Fraser

Deputy Mayor Leslie Wagar

Trustee Nikki Whitmarsh

14. **Adjournment**

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

**Vote:** Carried ( - )

Mayor Eileen Hansen

Trustee Kathie Carl

Trustee Andy Fraser

Deputy Mayor Leslie Wagar

Trustee Nikki Whitmarsh

Village of Scottsville  
Board of Trustees Meeting  
Tuesday, December 14, 2021 6:30 pm  
Wheatland Municipal Building  
UNAPPROVED Meeting Minutes

**Call to Order** Mayor Eileen Hansen called the December 14, 2021 Village of Scottsville Board of Trustees to order at 6:30 pm.

**Pledge of Allegiance to the Flag**

**Roll Call**

Present: Eileen Hansen, Mayor  
Leslie Wagar, Deputy Mayor  
Kathie Carl, Trustee  
Andy Fraser, Trustee  
Nikki Whitmarsh, Trustee arrived at 6:32pm

Also Present: Katie Garner, Treasurer  
Tom Rzepka, Attorney via phone  
Anne Hartman, Village Clerk  
Approx. 8 residents

**Approval of Minutes**

**Village Board Meeting Minutes**  
*Tuesday, November 9, 2021*

**Motion** made by Deputy Mayor Leslie Wagar and seconded by Trustee Kathie Carl to approve the minutes of the *Tuesday, November 9, 2021* Village Board Meeting as submitted.

**Vote:** *Carried (4-0)*

Mayor Eileen Hansen	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	ABSENT
Trustee Andy Fraser	AYE		

**Public Before the Board**

**GUIDELINES FOR PUBLIC COMMENT:**

The public may speak only during the Public Comment period of the meeting (limited to a total of thirty (30) minutes) and during any public hearing public comment section, or at such other time as a majority of the Board allows.

Speakers must step to the front of the room.

Speakers must give their name, address and organization, if any.

Speakers must be recognized by the presiding officer.

Speakers must limit their remarks to three minutes on a given topic.

Speakers may not yield any remaining time they may have to another speaker.

Board members may, with the permission of the Mayor, interrupt a speaker during their remarks, but only for the purpose of clarification or information.

All remarks must be addressed to the Board as a body and not to any member thereof.

Speakers must observe the commonly accepted rules of courtesy, decorum, dignity and good taste.

Interested parties or their representatives may address the Board by written communications.

**Public Hearing**

**Sanitary Sewer Reserve**

*Mayor Hansen opened the public hearing by reading the notice from the Sentinel at 7:00pm.*

**Village of Scottsville  
NOTICE OF PUBLIC HEARING**

**PLEASE TAKE NOTICE** that the Scottsville Village Board will be holding a Public Hearing at the Wheatland Municipal Building, 22 Main Street, Scottsville, New York 14546 on December 14, 2021 at 7:00 pm to consider release monies already on deposit in the Sanitary Sewer Reserve to pay a portion of the 2021 F450 1-ton truck in an amount not to exceed \$17,416.93.

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

*Public Comment opened at 7:01pm.*

**Public Comment:**

No public comment

*Public Comment closed and Board Comment opened at 7:01pm.*

**Board Comment:**

No Board comment

*Public Hearing closed at 7:02pm.*

**Motion** made by Trustee Kathie Carl and seconded by Deputy Mayor Leslie Wagar to release monies already on deposit in the Sanitary Sewer Reserve to pay a portion of the 2021 F450 1-ton truck in an amount not to exceed \$17,416.93.

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

Mayor Eileen Hansen	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Andy Fraser	AYE		

**Equipment Reserve**

*Mayor Hansen opened the public hearing by reading the notice from the Sentinel at 7:15pm.*

**Village of Scottsville  
NOTICE OF PUBLIC HEARING**

**PLEASE TAKE NOTICE** that the Scottsville Village Board will be holding a Public Hearing at the Wheatland Municipal Building, 22 Main Street, Scottsville, New York 14546 on December 14, 2021 at 7:15 pm to consider release monies already on deposit in the Equipment Reserve to pay a portion of the 2021 F450 1-ton truck in an amount not to exceed \$17,416.93.

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

*Public Comment opened at 7:16pm.*

**Public Comment:**

No public comment

*Public Comment closed and Board Comment opened at 7:16pm.*

**Board Comment:**

No public comment

*Public Hearing closed at 7:16pm.*

**Motion** made by Deputy Mayor Leslie Wagar and seconded by Trustee Kathie Carl to release monies already on deposit in the Equipment Reserve to pay a portion of the 2021 F450 1-ton truck in an amount not to exceed \$17,416.93.

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

Mayor Eileen Hansen	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Andy Fraser	AYE		

*Local Law 8-2021 Opt out marijuana dispensary.*

*Mayor Hansen opened the public hearing by reading the notice from the Sentinel at 7:30 pm.*

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

**PLEASE TAKE NOTICE** that the Scottsville Village Board will be holding a Public Hearing at the Wheatland Municipal Building, 22 Main Street, Scottsville, New York 14546 on December 14, 2021 at 7:30 pm to consider Local Law 8-2021 to opt out of marijuana dispensary, action subject to a permissive referendum.

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

#### **Section 1. Legislative Intent**

It is the intent of this local law to opt the Village of Scottsville out of hosting retail cannabis dispensaries within its boundaries.

#### **Section 2. Authority**

This local law is adopted pursuant to Cannabis Law § 131, which expressly authorizes cities and villages to opt-out of allowing retail cannabis dispensaries and/or on-site cannabis consumption establishments to locate and operate within their boundaries.

#### **Section 3. Local Cannabis Retail Dispensary Opt-Out**

The Board of Trustees of the Village of Scottsville, County of Monroe hereby opts-out of allowing retail cannabis dispensaries from locating and operating within the boundaries of the Village of Scottsville.

#### **Section 4. Severability**

If a court determines that any clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm or corporation, or circumstance is invalid or unconstitutional, the court's order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

#### **Section 5. Effective date**

This local law shall take effect immediately upon filing with the Secretary of State. Pursuant to Cannabis Law § 131, this local law is subject to a permissive referendum and thus may not be

filed with the Secretary of State until the applicable time period has elapsed to file a petition or a referendum has been conducted approving this local law.

*Public Comment opened at 7:42pm and started by reading a summary of the law and process. +*

**Public Comment:**

Lisa VenVertloh, 4 Beckwith Ave: In favor of shops not on-site locations, been to out of state shops and they are clean, require ID and no riff raff loitering outside the shops

Steve Ely, 22 Diana Dr: in favor of both retail and onsite, benefits include medical use, tax revenue, bars are open late, this should be no different

Andrew Perez, 850 Wheatland Center Rd, in favor of both, do not take a “wait and see” if other towns get in first, that’s where the potential owners will be looking to set up shop, Scottsville will miss out on an opportunity. If it is close to home locals won’t drive under the influence.

*Public Comment closed and Board Comment opened at 7:48pm.*

**Board Comment:**

Trustee Fraser: In favor of a dispensary, it would make it safer than illegal marijuana, if the Board cannot vote to opt in, at least put it to a vote of the residents. Local entrepreneurs are already investigating locations. 11-24 states have already legalized marijuana, NY can learn from them.

Trustee Carl: Even if we opt-in, there is no guarantee Scottsville will be picked for a location. What about parking? And concerned about the unknown regulations. Would like to see it on the ballot

Trustee Wagar: Agree that the state is slow to get the regulations set, would like to see how this plays out.

Trustee Whitmarsh: In favor of opting in for a dispensary but not the on-site establishment

Mayor Hansen: Appreciate those who spoke, concerned about the unknow, if we opt-in we may not get one, Chili and Henrietta are much bigger, we have not heard from a lot of residents, would prefer to place this on the ballot.

Attorney Rzepka: The Board must wait til after January 1 to make the resolution to place it on the ballot.

*Public Hearing closed at 8:03pm.*

**SEQR Determination Local Law 8-2021**

**Motion** made by Trustee Kathie Carl and seconded by Deputy Mayor Leslie Wagar that Local Law 8-2021, opting out of licensing and establishing retail cannabis dispensaries within the Village of Scottsville will make no significant impact on the environment in accordance with SEQRA.

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

Mayor Eileen Hansen	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Andy Fraser	AYE		

**Local Law 8-2021**

**Motion** made by Deputy Mayor Leslie Wagar and seconded by Trustee Nikki Whitmarsh to adopt Local Law 8-2021 pursuant to Cannabis Law § 131 opting out of licensing and establishing retail cannabis dispensaries within the Village of Scottsville.

**Roll Call Vote:** Carried (3-2)

Mayor Eileen Hansen	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	NAY
Trustee Andy Fraser	NAY		

Local Law 9-2021 Opt out marijuana on-site consumption sites.



*Mayor Hansen opened the public hearing by reading the notice from the Sentinel at 8:10pm.*

**Village of Scottsville  
NOTICE OF PUBLIC HEARING**

**PLEASE TAKE NOTICE** that the Scottsville Village Board will be holding a Public Hearing at the Wheatland Municipal Building, 22 Main Street, Scottsville, New York 14546 on December 14, 2021 at 7:45 pm to consider Local Law 9-2021 to opt out of marijuana on-site consumption locations, action subject to a permissive referendum.

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

**Section 1. Legislative Intent**

It is the intent of this local law to opt the Village of Scottsville out of hosting on-site cannabis consumption establishments within its boundaries.

**Section 2. Authority**

This local law is adopted pursuant to Cannabis Law § 131, which expressly authorizes cities and villages to opt-out of allowing retail cannabis dispensaries and/or on-site cannabis consumption establishments to locate and operate within their boundaries.

**Section 3. Local Cannabis On-Site Consumption Opt-Out**

The Board of Trustees of the Village of Scottsville, County of Monroe hereby opts-out of allowing on-site cannabis consumption establishments from locating and operating within the boundaries of the Village of Scottsville.

**Section 4. Severability**

If a court determines that any clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm or corporation, or circumstance is invalid or unconstitutional, the court's order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

**Section 5. Effective date**

This local law shall take effect immediately upon filing with the Secretary of State. Pursuant to Cannabis Law § 131, this local law is subject to a permissive referendum and thus may not be filed with the Secretary of State until the applicable time period has elapsed to file a petition or a referendum has been conducted approving this local law.

*Public Comment opened at 8:13pm.*

**Public Comment:**

No public comment

*Public Comment closed and Board Comment opened at 8:13pm.*

Board Comment:  
No Board comment

*Public Hearing closed at 8:14pm.*

**SEQR Determination Local Law 9-2021**

**Motion** made by Deputy Mayor Leslie Wagar and seconded by Trustee Kathie Carl that Local Law 9-2021, opting out of licensing and establishing on-site cannabis consumption establishments within the Village of Scottsville will make no significant impact on the environment in accordance with SEQRA.

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

Mayor Eileen Hansen	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Andy Fraser	AYE		

**Local Law 9-2021**

**Motion** made by Trustee Kathie Carl and seconded by Deputy Mayor Leslie Wagar to adopt Local Law 9-2021 adopted pursuant to Cannabis Law § 131 opting out of licensing and establishing on-site cannabis consumption establishments within the Village of Scottsville.

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

Mayor Eileen Hansen	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Andy Fraser	AYE		

**Reports - Attorney Thomas Rzepka**

No report

**Department Reports**

**Building Inspector/Code Enforcement Officer**

Building Department:

35 Main Street has been approved for a special use permit by the Planning /Zoning Board. The property will be used for office purposes on the main floor, second floor will be short term rental /Air BNB. Will be working with the new owner on required building permits.

Plans sent over to the Planning Board for January for 711 North Rd, 5,000sqft warehouse expansion.

Working on closing out permits for the year and sending my annual report to the Assessors office, for tax purposes.

Fire Marshal:

Fire Department referrals for two properties in the village regarding the unsafe use of a residential generator. Another for a hoarding condition. Working with the homeowners on a safe resolution to these Matters. (left out addresses do to the Homeowners privacy.)

Fire damaged building located in Briarwood Place Apts has been torn down and the new construction is well underway.

Code Enforcement:

Sending letters to repeat violations of parking in the lawns within the Village.

Numerous complaints from residents regarding, the noise/smell issues from Heany Industries. Working with the site manager to see if any manufacturing processes have changed lately.

**DPW – Ken Bohn & Todd Schwasman**

- Storm assessment and cleanup
- Will do one more leaf pick up because of the winds, then both leafers will be off the trucks
- Johnson Park floor was started this week
- Plows are ready
- Shop clean up
- Shop cleanup

**Treasurer – Katie Garner**

Pay Bills:

**Motion** made by Trustee Kathie Carl and seconded by Deputy Mayor Leslie Wagar to approve payables on the AP Check Register Report through December 14, 2021 and prepaid bills with General Payables totaling \$72,244.96.

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

Mayor Eileen Hansen	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Andy Fraser	AYE		

Treasurers Report:

**Expenses:**

	<u>Overspent Lines</u>	<u>Why?</u>
A.5110.2	Street Maint Equipment	1-ton submitting for CHIPs
G.8120.2	Sanitary Sewers Equipment	1-ton (Public Hearing)

**Updates:**

Received 3rd Quarter Monroe County Sales Tax for an amount of \$154,995.13 compared to Q3 2020 - \$138,788.98 on track to exceed budgeted revenue  
 Starting 2022-23 Budget Prep  
 Budget Item - KVS Cloud Conversion \$75K - KVS Server Migration \$3K

<u>ARPA Expenses</u>	<u>Planned Expenses</u>	<u>Paid to date</u>
Phone System Cloud Conversion	\$ 1,080.00	1,080.00
Johnson Park Flooring	11,200.00	-
Johnson Park Furnishings		-
Chairs	1,269.12	1,269.12
Tables	1,340.00	537.08
Racks	575.68	575.68
	<b>\$ 15,464.80</b>	<b>\$ 3,461.88</b>

Budget Workshop Dates

January 18, 2022  
 February 15, 2022  
 February 22, 2022

**Clerk – Anne Hartman**

IT Support

SkyPort and PinPoint Group giving us quotes for IT service contract to offer more protection

Office Copier

**Motion** made by Deputy Mayor Leslie Wagar and seconded by Trustee Nikki Whitmarsh to allow the mayor to sign the Xerox AltaLink 8035 Color Printer/Scanner/Copier 60 month lease agreement with BXI Consultants, Inc.

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

Mayor Eileen Hansen	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Andy Fraser	AYE		

Sexual Harassment Training

**Trustee Reports:**

Deputy Mayor Leslie Wagar – Communications

COVID test kit dispersal went well, thank you to the Town and Supervisor Dobson for there work

Trustee Andy Fraser – Grants

No report

Trustee Nikki Whitmarsh – Planning Board/Zoning Board of Appeals

2 Genesee St looking for a zoning variance

35 Main St. was issued a special use permit for offices on the first floor and Air BnB on the second with off street parking

Trustee Kathie Carl – Finance

Will be working with Katie on the budget

**Mayor's Reports - Eileen Hansen**

Banners and flags are down and snowflakes are up.  
Governor Hochul implemented a mask mandate

**Old Business**

No old business

**New Business**

National Neighborhood Watch: MCSO Deputy Chambry will attend the January meeting to give information to the residents, a Neighborhood Watch is supported by residents

COVID plan for garbage and recycling and snowplowing if the DPW is out with COVID and cannot cover the services. The Town of Wheatland will help with the plowing and the Town of Caledonia will help with garbage. We need to work on a policy for the employees.

Schedule Public Hearing Local Law 1-2022

**Motion** made by Trustee Andy Fraser and seconded by Trustee Kathie Carl to set a Public Hearing for Tuesday, January 11, 2022, at 7:00 pm to consider Local Law 1-2022 to amend Chapter 162-13 B(1) Article III, Stopping, standing and parking as follows:

One-hour parking on the south side of Beckwith Avenue from a point 100 feet west of the west wall of the Thomas J. Connor School to a point 100 feet east of the east wall of such school.

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

Mayor Eileen Hansen	AYE	Deputy Mayor Leslie Wagar	AYE
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Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Andy Fraser	AYE		

Genesee Valley Trail Town Initiative

**Motion** made by Trustee Kathie Carl and seconded by Trustee Nikki Whitmarsh to contribute \$1,000.00 per year for 3 years from the ARPA funds to the Genesee Valley Trail Towns Initiative to support local businesses affected by the COVID pandemic, and to promote outdoor recreation for residents.

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

Mayor Eileen Hansen	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Andy Fraser	AYE		

**Adjournment**

**Motion** made by Trustee Kathie Carl and seconded by Deputy Mayor Leslie Wagar to adjourn the Village Board meeting at 8:30 pm.

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

Mayor Eileen Hansen	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Andy Fraser	AYE		

## Chapter 133. Smoking

### § 133-1. Purpose.

The purpose is to provide a clean and healthy environment for our employees, customers, and visitors, recognizing that secondhand smoke from tobacco has direct adverse effects on the health of smokers and nonsmokers alike, and in accordance with Article 13-E of the New York Public Health Law and Monroe County Sanitary Code Article VI.

### § 133-2. Policy.

Smoking shall not be permitted and no person shall smoke in any Village indoor work area. This includes hallways, meeting rooms, cafeterias, private and nonprivate offices, shops, warehouses, and vehicles used for business or on any property owned by the Village of Scottsville. "No Smoking" signs or the international "No Smoking" symbol shall be prominently posted and properly maintained where smoking is regulated by the Village of Scottsville.

### § 133-3. Applicability; enforcement; penalties for offenses.

- A. This policy applies to all employees, suppliers, visitors, and customers. Individuals violating this policy shall be reminded of the law and asked politely to discontinue smoking. The person(s) in charge must make a good faith effort to prevent smoking in prohibited areas. Employees will be subject to disciplinary action if warnings are ignored.
- B. Any person who violates any provision of this chapter shall be guilty of a violation, punishable by a civil penalty not to exceed \$1,000.

### § 133-4. Construal of provisions.

This chapter shall not be interpreted or construed to permit smoking where it is otherwise restricted by other applicable laws.



Department of Transportation  
Monroe County, New York

Adam J. Bello  
County Executive

Thomas J. Frys, P.E.  
Acting Director

December 15, 2021

RECEIVED

DEC 20 2021

Todd Schwasman  
Superintendent of Public Works  
Village of Scottsville  
22 Main St., Suite 3  
Scottsville, New York 14546

Village of Scottsville

**RE: RENEWAL OF ANNUAL MAINTENANCE PERMIT FOR 2022**

Dear Mr. Schwasman:

Attached is the 2022 Annual Permit Packet for the maintenance of your facilities on County Highways. The Annual Permit is to be used for the maintenance and repair of **existing** facilities located within the County highway right-of-way. Maintenance/Repairs could include work on existing overhead lines, transferring overhead wires, pole removals, water mains, gas mains, sanitary sewers, and appurtenances, etc. Any construction of new facilities or replacement/upgrades of facilities at a location other than their original location shall require a separate 136 Highway Work Permit Application prior to commencing work. All road cuts must be delineated with a cone, candlestick or barrel, which must remain until final topping of the patch is installed. Once binder has been installed, top course should be installed within 3-5 days maximum.

Enclosed are the following:

1. Two copies of the 2022 Annual 136 Highway Permit Application.
2. Two copies of the Special Condition Sheet for the Annual Permit.
3. Two copies of the MCDOT Standard Details: "Trench and Pavement Restoration for Road Cut," "Asphalt Shoulder - New or Replacement" and Pavement Markings Details (Particularly Installation & Materials)
4. One 6905-P Form.
5. One Permit Fee Worksheet.

**Please remember that you are required to notify the Permit Office at 753-7710 two (2) business days prior to performing any annual maintenance/repair work and send a copy of the 6905-P Form (attached) to our office for each location, prior to the work being performed, or as soon as possible if work is unplanned.**

Please sign the Annual 136 Highway Permit Applications and return the **ENTIRE** packet by February 1, 2022. **Per the Town Work Committee meeting dated March 19, 2020, the County will no longer charge a permit fee to towns for Annual Permits.** If you have any questions, please contact John Raymond at 753-7711 or me at 753-7733.

Sincerely,

Brent H. Penwarden, III, P.E.  
Chief of Traffic Operations & Permits

Attachments

cc: T. Frys  
File

50 West Main Street • Suite 6100 City Place Building • Rochester, New York 14614-1231  
(585) 753-7720 • fax: (585) 753-7730 • [www.monroecounty.gov](http://www.monroecounty.gov) • email: [mcdot@monroecounty.gov](mailto:mcdot@monroecounty.gov)

COUNTY OF MONROE  
DEPARTMENT OF TRANSPORTATION  
6100 CityPlace  
50 West Main Street  
Rochester, New York 14614-1231  
585-753-7710

**PERMIT UNDER SECTION 136 HIGHWAY LAW**

WHEREAS, Section 136 of the Highway Law Provides: No street surface or other railroad shall be constructed upon any portion of a road constructed or improved on a county road system, nor shall any person, firm, corporation or municipality enter upon or construct any works in or upon any such road, or construct any overhead or underground crossing thereof, or lay or maintain therein drainage, sewer or water pipes underground, except under such conditions and regulations as may be prescribed by the county superintendent, notwithstanding any consent or franchise granted by any town or by the municipal authorities of any village or town. Any municipal corporation may enter upon any road constructed or improved on a county road system for the purpose of widening the pavement or constructing sidewalks or for any other purpose authorized by this section, but only after securing a permit as provided herein. Notwithstanding the limitations in any general or special law, every municipal corporation shall have and is hereby given authority to deposit with the county superintendent such a sum of money as may be required by the county superintendent as a condition precedent to the granting of the permit provided in this section. Any person, firm or corporation violating this section shall be liable to a fine of not less than one hundred dollars nor more than one thousand dollars for each day of such violation, to be recovered by the county superintendent and paid in to the county treasury to the credit of the county road fund created under article six of this chapter for the construction, reconstruction and maintenance of county roads on the county road system in accordance with the provisions of said article six, and may also be removed therefrom as a trespasser by the county superintendent upon petition to the county court of the county or to the supreme court of the state.

WHEREAS, a certain highway known as Various \_\_\_\_\_ in the town of  
(print road name)

Various \_\_\_\_\_ has been improved and is on the Monroe County Road System and  
(print town name)

WHEREAS, Todd Schwasman, Superintendent of Public Works, Village of Scottville  
(print property owner name or utility company name)

whose address is 22 Main St., Suite 3, Scottville, New York 14546  
(print current mailing address, city, state and zip code)

requests permission to perform the following work: Use this 2022 Annual Maintenance Permit/Repair Permit to work within the County right-of-way on existing facilities only. NOTE: Use attached MCDOT 6905P Form to notify MCDOT Permit Office, two (2) business days in advance of the work taking place in the County right-of-way. Fax 6905P Form to 585-753-7730 or scan to emailbox MCDOTPermits@monroecounty.gov

at HOUSE #: \_\_\_\_\_ LOT #: \_\_\_\_\_ PROJECT NAME: \_\_\_\_\_  
\_\_\_\_\_ as per sketch or map attached.

\_\_\_ Residential \_\_\_ Commercial \_\_\_\_\_ Other

NOW, THEREFORE, a permit is hereby granted in accordance with the SPECIAL CONDITIONS (Attached) - In consideration of granting this permit the undersigned applicant accepts it subject to all methods, conditions and restrictions listed on the back of this form and all special conditions attached to this form.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
County Superintendent of Highways

\_\_\_\_\_  
By: Applicant Name (please print)

\_\_\_\_\_  
Date Issued

\_\_\_\_\_  
Date Phone #

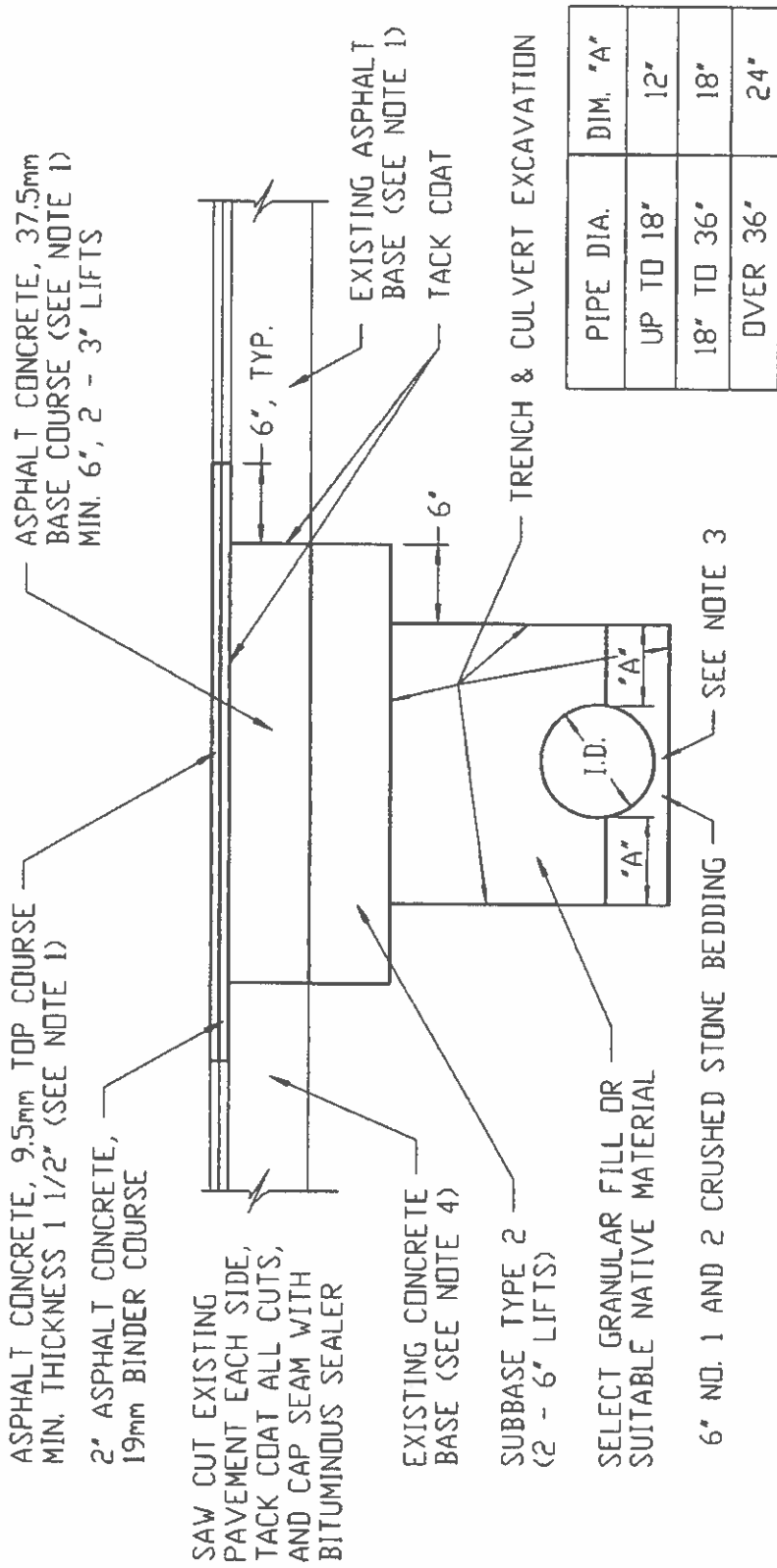
\$0 (For MCDOT Use Only)



## **SPECIAL CONDITIONS FOR ANNUAL MAINTENANCE PERMIT**

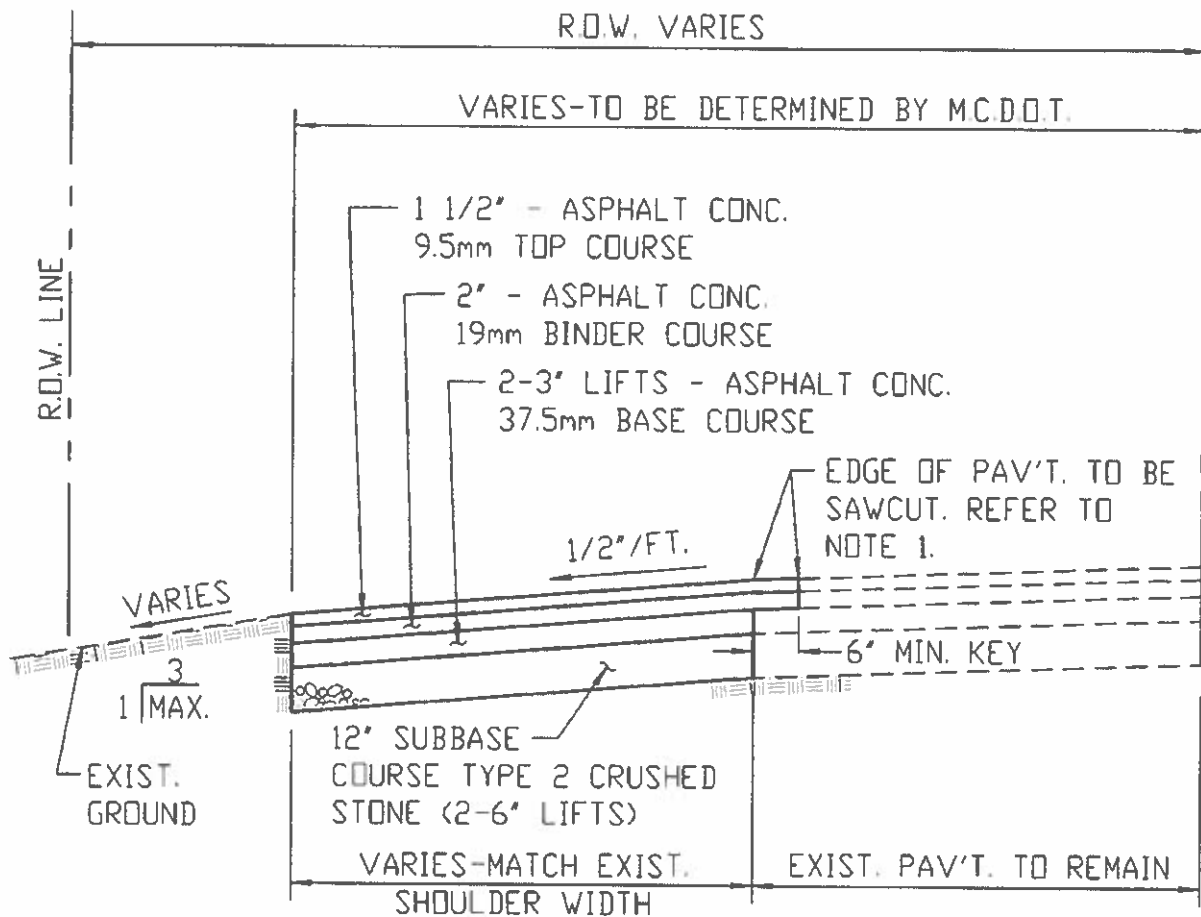
1. The Permit Office must be notified by phone 48 hours in advance (753-7710) when scheduled work is to be done. For un-scheduled pavement cuts only, the permittee shall call 753-7711 (8:00 am – 4:00 pm) or 753-7750 (4:00 pm – 8:00 am) as soon as possible once a pavement cut is identified. A 6905P Form must be submitted to follow up the phone call and may be faxed to 585-753-7730 or scanned to email box MCDOTPermits@monroecounty.gov.
  2. All disturbed areas within the right-of-way are to be restored to their original condition.
  3. All work must be completed to the satisfaction of the County Superintendent of Highways.
  4. Comply with attached details:
    - a. Trench and Pavement Restoration for Road Cut
    - b. Asphalt Shoulder – New or Replacement (Replace Pavement in kind to match existing. Use appropriate detail). \*
    - c. Pavement Marking Details
  5. The highway must be kept clean of mud, dirt and other debris at all times.
  6. Temporary pavement must be placed in all approved pavement cuts until permanent pavement can be installed. This temporary pavement may consist of approved cold patch material (QPR 2000 (or equivalent)) or portland cement concrete using a high-early mix. The temporary pavement must be maintained by the permittee until permanent pavement is placed.
  7. If directed by MCDOT, the permittee shall place warning signs and/or reflectorized or lighted delineation devices to alert motorists.
  8. The permittee is to maintain the repaired pavement cut until such time the highway is reconstructed.
  9. Two way traffic shall be maintained by the permittee on this section of highway while the work is in progress and until its' final completion. All maintenance and protection of traffic shall be performed as directed by the *National Manual of Uniform Traffic Control Devices*, and *N.Y.S. Supplement*, latest edition.
  10. All sites should be seeded and stabilized with erosion control materials, such as straw, mulch, jute mesh, or excelsior within 7 days of final grading. If construction has been suspended, or sections completed, areas should be seeded immediately and stabilized with erosion control materials. Maintenance should be performed as necessary to ensure continued stabilization.
- \* Replace pavement in kind to match existing. Use appropriate detail.

11/18/14  
 REVISED



1. REPLACE PAVEMENT IN KIND WITH WHAT IS EXISTING, UNLESS CONDITIONS EXIST WHERE THAT ISN'T FEASIBLE, THEN INSTALL SECTION AS APPROVED BY THE DEPARTMENT'S ENGINEER OR HIGHWAY MAINTENANCE MANAGER. THE MINIMUM APPROVABLE SECTION SHALL BE 6" OF TYPE 2 SUBBASE (CRUSHER RUN STONE), 2" OF ASPHALT BINDER AND 1 1/2" OF ASPHALT TOP. SEE NOTE 6 FOR TRENCHES LESS THAN 24" WIDTH.
2. SELECT GRANULAR FILL OR SUITABLE NATIVE MATERIAL, AS APPROVED BY THE DEPARTMENT'S ENGINEER OR HIGHWAY MAINTENANCE MANAGER, SHALL BE COMPACTED IN A MAXIMUM OF 6" LIFTS AT 95% COMPACTION.
3. 6" OF STONE BEDDING, CONSISTING OF A BLENDING OF #1 AND 2 STONE, IS REQUIRED FOR SANITARY OR STORM SEWER INSTALLATIONS WITH CRUSHED STONE HAUNCHING TO A MINIMUM OF 1/2 OF THE PIPE DIAMETER ON THE SIDE OF THE PIPE.
4. IF CONCRETE BASE IS EXISTING, IT MUST BE REPLACED WITH A MINIMUM OF 6" OF ASPHALT BASE.
5. IF PAVEMENT MARKINGS OR SIGNAL LOOPS ARE DESTROYED, THEY MUST BE REPLACED.
6. WHEN TRENCH WIDTH IS LESS THAN 24", FLOWABLE FILL MUST BE PLACED ABOVE THE 6" OF #1 AND 2 STONE BEDDING TO BINDER GRADE. A 2" LIFT OF BINDER AND A 1 1/2" LIFT OF TOP ASPHALT MUST BE THEN INSTALLED TO FINISH GRADE.

## TRENCH AND PAVEMENT RESTORATION FOR ROAD CUT NOT TO SCALE



NOTES:

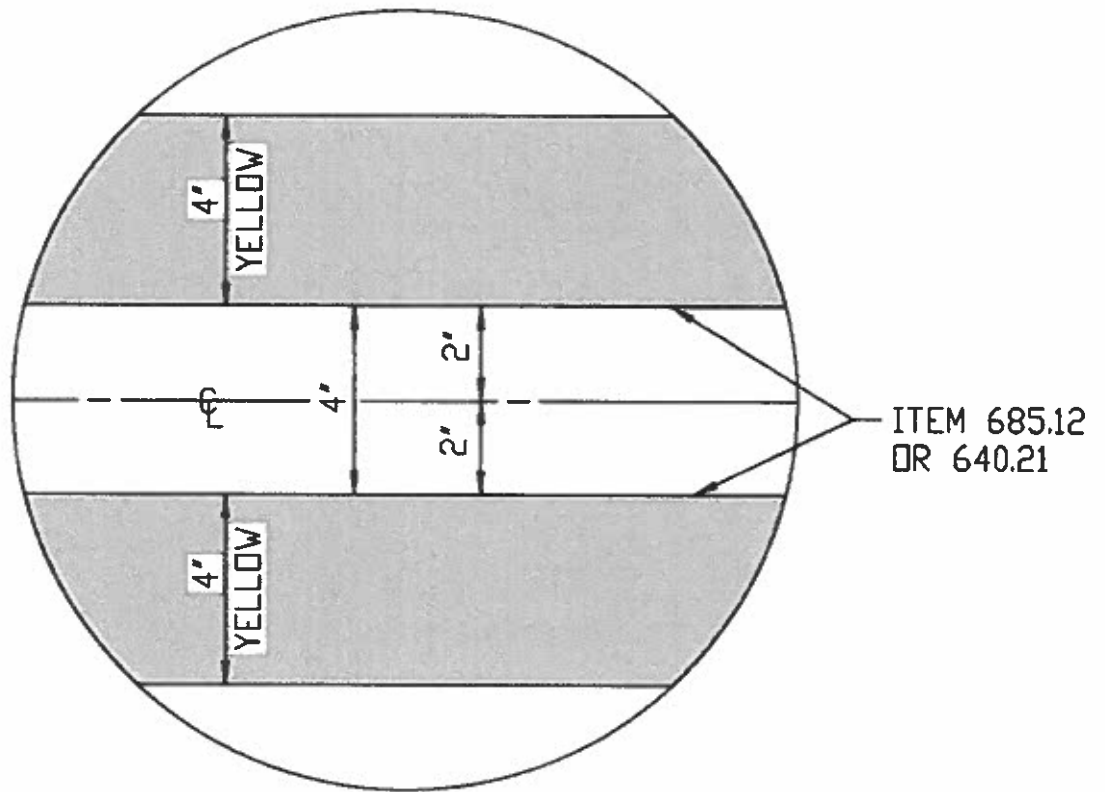
1. EXISTING ASPHALT SHOULDER SHALL BE SAWCUT PRIOR TO PERFORMING ANY EXCAVATION WITHIN THE SHOULDER. ALL PAVEMENT JOINTS SHALL BE TACK COATED AND SEALED WITH BITUMINOUS SEALER.
2. LOCATION OF THE SAWCUT IS TO BE DETERMINED IN THE FIELD AND TO BE GOVERNED BY EXISTING CRACKS IN THE ROAD.
3. IF A ROADSIDE DITCH EXISTS, THE STONE SUBBASE MUST BE EXTENDED TO THE DITCH.
4. REPLACE SHOULDER PAVEMENT SECTION IN KIND WITH WHAT IS EXISTING, UNLESS CONDITIONS EXIST WHERE THAT ISN'T FEASIBLE OR IF NEW, THEN INSTALL SECTION AS APPROVED BY THE DEPARTMENT'S ENGINEER OR HIGHWAY MAINTENANCE MANAGER. THE MINIMUM APPROVABLE SECTION SHALL BE 6' OF TYPE 2 SUBBASE (CRUSHER RUN STONE), 2' OF ASPHALT CONC. 19mm BINDER COURSE AND 1 1/2' OF ASPHALT CONC. 9.5mm TOP COURSE.

**ASPHALT SHOULDER - NEW OR REPLACEMENT**

**NOT TO SCALE**

9/17/14

REVISED



685.12 - EPOXY YELLOW  
640.21 - PAINT YELLOW

DOUBLE YELLOW CENTERLINE

NOT TO SCALE

2/24/20  
REVISED

6' MIN. 10' STD. (A.D.B.E.) WIDTH OF PROPOSED CROSSWALK DEPENDS ON WIDTH OF EXISTING SIDEWALK AND VOLUME OF PEDESTRIAN TRAFFIC. FOR ALTERNATIVE CROSSWALK MARKING SCHEME, REFER TO MCDOT "CROSSWALK" DETAILS.

ITEM 686.04000011  
OR 685.14 OR 640.23

12' GAP (TYP.)

12' WHITE,  
ITEM 686.01000011  
OR 685.11 OR 640.20

16' WHITE,  
ITEM 686.01000011  
OR 685.11 OR 640.20

2' MINIMUM

EXTENDED CURB LINE

4' WHITE,  
ITEM 685.11 OR 640.20

4' WHITE,  
ITEM 685.11 OR 640.20

2-4' YELLOW,  
ITEM 685.12 OR 640.21

100' (TYP)  
(UNLESS INDICATED OTHERWISE)

CURB LINE

NOTE :

SHOULD THE LOCATION OF DETECTOR LOOPS COINCIDE WITH THE LOCATION OF ARROWS, THE INSTALLATION OF THESE MARKINGS SHALL BE OVERLAID ON THE NEW PAVEMENT AFTER THE DETECTOR LOOPS HAVE BEEN INSTALLED.

- 685.XX - EPOXY
- 640.XX - PAINT
- 686.XX - PREFORMED THERMOPLASTIC

# PAVEMENT MARKINGS AT INTERSECTION

NOT TO SCALE

2/25/20  
REVISED



## Chapter 133. Smoking

### § 133-1. Purpose.

The purpose is to provide a clean and healthy environment for our employees, customers, and visitors, recognizing that secondhand smoke from tobacco has direct adverse effects on the health of smokers and nonsmokers alike, and in accordance with Article 13-E of the New York Public Health Law and Monroe County Sanitary Code Article VI.

### § 133-2. Policy.

Smoking shall not be permitted and no person shall smoke in any Village indoor work area. This includes hallways, meeting rooms, cafeterias, private and nonprivate offices, shops, warehouses, and vehicles used for business or on any property owned by the Village of Scottsville. "No Smoking" signs or the international "No Smoking" symbol shall be prominently posted and properly maintained where smoking is regulated by the Village of Scottsville.

### § 133-3. Applicability; enforcement; penalties for offenses.

- A. This policy applies to all employees, suppliers, visitors, and customers. Individuals violating this policy shall be reminded of the law and asked politely to discontinue smoking. The person(s) in charge must make a good faith effort to prevent smoking in prohibited areas. Employees will be subject to disciplinary action if warnings are ignored.
- B. Any person who violates any provision of this chapter shall be guilty of a violation, punishable by a civil penalty not to exceed \$1,000.

### § 133-4. Construal of provisions.

This chapter shall not be interpreted or construed to permit smoking where it is otherwise restricted by other applicable laws.