

Village of Scottsville
Board of Trustees Meeting
Tuesday, September 13, 2022 6:30 pm
Wheatland Municipal Building

Call to Order Mayor Maggie Ridge called the September 13, 2022 Village of Scottsville Board of Trustees to order at 6:34 pm.

Pledge of Allegiance to the Flag

Roll Call

Present: Maggie Ridge, Mayor
Andy Fraser, Deputy Mayor
Wayne LaVair, Trustee
AJ Peck, Trustee

Absent: Nikki Whitmarsh, Trustee

Also Present: John Manucuso, Attorney
Katie Garner, Treasurer
Anne Hartman, Village Clerk
Approximately 15 residents

Approval of Minutes

Village Board Meeting Minutes

Tuesday, August 9, 2022

Motion made by Mayor Maggie Ridge and seconded by Trustee Wayne LaVair to approve the minutes of the *Tuesday, August 9, 2022 Village Board Meeting* as submitted.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee AJ Peck	AYE	Trustee Nikki Whitmarsh	ABSENT
Trustee Wayne LaVair	AYE		

Monday, August 15, 2022

Motion made by Mayor Maggie Ridge and seconded by Deputy Mayor Andy Fraser to approve the minutes of the *Monday, August 15, 2022 Treasurer Meeting* as submitted.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee AJ Peck	AYE	Trustee Nikki Whitmarsh	ABSENT
Trustee Wayne LaVair	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.

DJ Reynolds, Scottsville Fire Company: Fire Company was not aware that the lease terminated with the formation of the Fire District, is there still an opportunity to lease the ballfield for general recreation for firefighters and public.

Mayor Ridge responded it is open to discussion once the Village decides what to do with it.

Jay Coates states Fire Department was under the Village and Fire Company is separate a non-profit. Fire Company built the pavilion and ballfield to provide recreation for the firefighters.

The Village would be willing to meet to discuss in negotiations the use of the ballfield.

Department Reports

Building Inspector/Code Enforcement Officer

Building Inspector/ Fire Marshal:

39 Main Street - Bears Playgrounds has a Special Permit Application for the Planning Board regarding the purchase of the property for another location since their business is expanding.

CooperVision- Steel framing has been installed for the warehouse expansion. Project is moving along nicely with all necessary inspections completed.

Briarwood Apts rehab upgrades to the apartments are moving along. Certificate of Occupancies have been issued to all but two buildings. Site work has been progressing. Look for that project to be completed before winter.

Working with the Town Assessor on getting him all closed permits so updates can be made to properties tax files.

15 Rochester Street- Insurance companies and Emergency Enclosures have been working on the obtaining environmental permits from the state to close up the home and remove the debris piles on the outside. Keeping the Mayor in the loop as to the status of the home. Due to severity and contamination it's unfortunate, not a fast process. Update: Crews have been in to clean and board it up.

Few permits have been opened in the past month for smaller projects throughout the village and multiple permits have been completed and closed out.

Annual Fire inspections are ongoing and many businesses have had none to minimal violations.

Code Enforcement:

Working on having the last few junk cars removed from the closed repair garage on Rochester Street.

Was advised on another noise complaint about Heany Industries and will be setting up a Meeting with management to Hopefully Resolve.

Parking issues along main street will be ticketed, seems to be an issue again as of late.

DPW – Ken Bohn & Todd Schwasman

Removed trees at Johnson Park

Stump Removals

Reseeded and continued mowing both side streets

Micro paving on Grenadier, Cavalier, Browns Grove and Oakwood

Redid aprons in preparation for micro paving next year

Continue stump grinding on Main St. and repair disrupted sidewalks

Preparing for leaf season

The tractor is away at Caledonia Diesel awaiting repairs

Awaiting quotes for new lighting the DPW and Johnson Park and new doors on gas house and Johnson Park

Researching a new pickup from VanBortel, selection must be in by the order bank start in mid-October. We will need to decide on a color, size and package and show proof of commitment.

Safety trainings started

Two employees start the CDL class Sept 13 – Oct 20

Treasurer – Katie Garner

Pay Bills:

Motion made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to approve payables as listed on the AP Check Register Report through September 13, 2022 and prepaid bills with General Payables totaling \$82,030.73.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee AJ Peck	AYE	Trustee Nikki Whitmarsh	ABSENT
Trustee Wayne LaVair	AYE		

Report

AUD is complete, need to submit

We will be overbudget on parks due to the extra cleaning.

Clerk – Anne Hartman

Park Permits

FOGVG

Motion made by Mayor Maggie Ridge and seconded by Trustee AJ Peck to waive the Johnson Park permit rental fee for the Friends of Genesee Valley Greenway annual meeting on October 23, 2022 and charge only the \$50 cleaning fee.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee AJ Peck	AYE	Trustee Nikki Whitmarsh	ABSENT
Trustee Wayne LaVair	AYE		

Office Holiday Schedule

Wednesday, November 23, 2022	Close at noon (PTO)
Thursday, November 24, 2022	Closed, (Holiday)
Friday, November 25, 2022	Closed (Holiday)
Friday, December 23, 2022	Closed (PTO)
Monday, December 26, 2022	Closed, (Holiday)
Monday, January 2, 2022	Closed, (Holiday)

Motion made by Mayor Maggie Ridge and seconded by Deputy Mayor Andy Fraser to approve the holiday schedule as listed.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee AJ Peck	AYE	Trustee Nikki Whitmarsh	ABSENT

Trustee Wayne LaVair AYE

Trustee Updates:

Deputy Mayor Andy Fraser – Grants and Planning Board/Zoning Board of Appeals
39 Main St. we should find the most expedient resolution to facilitate this project

Trustee AJ Peck – Procurement and ARPA

Speed monitoring signs – Speeding throughout the Village especially on North Rd. Sheriffs have put out speed monitoring signs and decoy cars. We have looked into purchasing our own portable monitors that can be moved around the Village.

Mayor Ridge spoke to the three vendors from the quotes that Trustee Peck sought out. Trustee Peck and Mayor Ridge agree that battery operated would be better than solar (solar is not portable), and one company, Traffic Systems Incorporated, would be best. They are a local company with the best price and the non-proprietary batteries.

Motion made by Mayor Maggie Ridge and seconded by Deputy Mayor Andy Fraser to approve the expenditure of ARPA funds in the amount of \$4,850 plus freight for the purchase of two safety speed radar signs from Traffic Systems Incorporated.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Trustee AJ Peck	AYE
Trustee AJ Peck	AYE	Trustee Nikki Whitmarsh	ABSENT
Trustee Wayne LaVair	AYE		

Trustee Wayne LaVair – DPW
Nothing to add to the DPW report discussion.

Trustee Nikki Whitmarsh – Social Media and Communications

Mayor’s Reports - Maggie Ridge

- Met with Linda Dobson and Trail Town stakeholders to re-visit mission, clarify tasks and responsibilities, as well as strategize the path forward to ensure adherence to the parameters of the grant funding.
- Met with the Historic Preservation Commission regarding 15 Rochester Street – They are concerned with the condition of the property. There is not much the Village can do regarding the future of that property and any potential steps the Village and/or the HPC could possibly take are dependent upon what the homeowner decides to do. I expressed my concern about putting any additional pressure on the homeowners and to offer only our support for what path she decides to take.
- Sent a letter to the DOT authorizing a “crash pattern study” to be done on Rochester Street and request information regarding the placement of radar feedback signs. Also contacted Steve Brew, Patrick Gallivan and Marjorie Byrnes offices to make them aware of the importance of this issue. The DOT responded with a letter indicating they will review the location, as well as a permit application (and guidelines) for the signs.
- Did some additional research on the signs. AJ got the quotes –discussion is on the agenda.
- Met with Ram Shrivastava from Larsen Engineers and Todd at the DPW and walked the solar field. Ram is going to put together a proposal that will include some software so we can monitor the output and functionality of the panels and their electricity production.

- Met with Toby Pilato-she has been taking care of the little triangle park in the Village and we purchased mums for her to plant. I'm going to put a meeting together with Toby, Amy Sauers, and Silvia Benso to put these like-minded people together for a more coordinated effort.
- The Village was not awarded the ARPA grant, but the application is being held for further review if additional funding becomes available. There were 180 applications for a total ask of 2.25 billion dollars – funding pool was 144 million.

Old Business

Subdivision for Fire District Mandatory Referendum – There were no objections from the Planning Board and WSJFD Village will declare to be the lead agency for the SEQRA and rezoning of parcel

CDL Policy

Motion made by Deputy Mayor Andy Fraser and seconded by Trustee Wayne LaVair to approve the CDL Policy as drafted and added the Employee Handbook.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee AJ Peck	AYE	Trustee Nikki Whitmarsh	ABSENT
Trustee Wayne LaVair	AYE		

New Business

Halloween decorating contest, no prizes, just bragging rights, we will put Trustee Whitmarsh in charge of this.

Clothing Allowance policy should be clarified as to calendar or fiscal year. Look at that for October

Vacation Policy Review: current policy is unclear for the first year. Trustee LaVair will bring in the County policy. County policy is based on an accrual method. This will require a change to the handbook

39 Main Street – Bears Playground, proposed use is for sale, manufacturing and distribution of playground equipment, current zoning does not permit. Best option is to grant a use variance or special use permit through the Planning and Zoning Board that will only apply to Bears Playground.

Bike Rack

Motion made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to transfer the ownership of the bike rack that was donated by the Girl Scout Troop to the Town of Wheatland.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee AJ Peck	AYE	Trustee Nikki Whitmarsh	ABSENT
Trustee Wayne LaVair	AYE		

Executive session

Motion made by Mayor Maggie Ridge and seconded by Deputy Mayor Andy Fraser to enter into executive session at 7:35pm to discuss a particular employee matter.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee AJ Peck	AYE	Trustee Nikki Whitmarsh	ABSENT
Trustee Wayne LaVair	AYE		

Motion made by Mayor Maggie Ridge and seconded by Trustee Wayne LaVair to adjourn executive session and return to regular session at 8:58 pm.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee AJ Peck	AYE	Trustee Nikki Whitmarsh	ABSENT
Trustee Wayne LaVair	AYE		

Employee hourly rate increases effective as of October 1, 2022

Kenny Bohn \$29 per hour
 Todd Schwasman \$28 per hour
 Cole Hannah \$18 per hour
 Peter Depuy \$18 per hour
 Emily Clarke \$16. 50
 Anne Hartman \$25 per hour
 Katie Garner \$24 per hour
 Doug Barber \$26 per hour

Motion made by Mayor Maggie Ridge and seconded by Trustee Wayne LaVair to increase the employee hourly rate effective as of October 1, 2022 as listed above.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee AJ Peck	AYE	Trustee Nikki Whitmarsh	ABSENT
Trustee Wayne LaVair	AYE		

Subdivision of the land at the fire hall

Mayor Ridge proposed a meeting between two members of the Village Board plus counsel and two members from the District plus counsel to discuss and clear up expectations. If a subsequent meeting is needed with the Fire Company that will be scheduled at a later date.

Adjournment

Motion made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to adjourn the Village Board meeting at 9:09 pm.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee AJ Peck	AYE	Trustee Nikki Whitmarsh	ABSENT
Trustee Wayne LaVair	AYE		