

Village of Scottsville
Board of Trustees Meeting
Tuesday, November 8, 2022 6:30 pm
Wheatland Municipal Building
Meeting Minutes

Call to Order Mayor Maggie Ridge called the November 8, 2022 Village of Scottsville Board of Trustees to order at 6:30 pm.

Pledge of Allegiance to the Flag

Roll Call

Present: Maggie Ridge, Mayor
Andy Fraser, Deputy Mayor
Wayne LaVair, Trustee
Nikki Whitmarsh, Trustee

Absent: AJ Peck, Trustee

Also Present: John Mancuso, Attorney
Katie Garner, Treasurer
Anne Hartman, Village Clerk
Kenny Bohn, DPW Foreman

Approval of Minutes

Village Board Meeting Minutes

Tuesday, October 11, 2022

Motion made by Deputy Mayor Andy Fraser and seconded by Trustee Wayne LaVair to approve the minutes of the *Tuesday, October 11, 2022* Village Board Meeting as submitted.

Vote: *Carried (4-0)*

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

Public Before the Board

Emails read from Nick Pearl and Nick DeStounis requesting the replacement of speed humps on Browns Grove.

Department Reports

Building Inspector/Code Enforcement Officer

Building Inspector:

Temporary Certificate of Occupancy issued to the warehouse addition located at CooperVision. Currently used for temporary storage while the interior portion is completed.
Certificate of Appropriateness issued by The HB for a shed located at 32 Rochester Street.

Fire Marshal:

34 Scottsville West Henrietta Rd- Tenants in part of the home displaced by a bedroom fire.
Apt 1 has been posted for no occupancy. Can only be occupied for removal of belongings and cleanup from 9am- 5pm only. Owner of home working with insurance company.

Code:

Look for 67 Rochester Street to begin cleaning up the property, new tenants moving in possibly soon. They are aware what needs to be cleaned.

DPW – Ken Bohn & Todd Schwasman

Cole Hannah passed his CDL road test, Emily Clark is scheduling a road test.

Treasurer – Katie Garner**Pay Bills:**

Motion made by Trustee Wayne LaVair and seconded by Trustee Nikki Whitmarsh to approve payables as listed on the AP Check Register Report through November 8, 2022 and prepaid bills with General Payables totaling \$33,493.24.

Vote: Carried (4-0)

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

Expenses:

<u>Overspent Lines</u>		<u>Why?</u>
A.5110.2 - Street Maint Equipment	5,040.00	<i>Radar Sign - ARPA</i>
A.5410.1 - Sidewalks Salaries	1,355.00	<i>Underbudgeted MC Reimbursement/Special</i>
A.1450.4 - Elections Contractual	127.11	<i>Election</i>

Suggested Budget Transfers:

<u>Account Code</u>	<u>Descriptions</u>	<u>To</u>	<u>From</u>	<u>Why?</u>
		\$		
A.5410.1	Sidewalks Salaries	1,355.00		<i>Underbudgeted</i>
A.5110.1	Street Maint Salaries		1,355.00	

Budget Transfers:

Motion made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to approve the budget transfers as listed above from the November 2022 Treasurers Report in the amount of \$1,355.00.

Vote: Carried (4-0)

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

Updates:

Submitted CHIPS/Pave-NY reimbursement request for work done earlier this year.

Reimbursement should be paid to village on 12/15/2022.

Pave-NY	\$	14,606.84
	\$	<u>51,039.95</u>

Motion to amend budget in an amount not to exceed \$5,040.00 for use of ARPA funds for expenses as listed on the October 11, 2022 Treasurers Report.

NEW ARPA Expenses		Check #	3 Paid to date	
11/8/2022	Traffic Systems Inc.		\$	5,040.00

ARPA Expenses		Check #	Paid to date	Account
11/8/2022	Traffic Systems Inc.		5,040.00	A.5110.2
	Johnson Park Playground			
7/5/2022	Mulch	25259	252.00	A.7140.4
	Johnson Park Playground			
8/8/2022	Mulch	25279	3,639.95	A.7140.4
	Johnson Park Cleaning			
	8/8/2022	25284	590.00	A.7140.4
	9/12/2022	25320	730.00	A.7140.4
			\$	11,751.95

Budget Amendments

Motion made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to approve the budget amendment as listed above from the November 2022 Treasurers Report in the amount of \$5,040.00

Vote: Carried (4-0)

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

Clerk – Anne Hartman

Designation of Polling Place for Village Election to be held on March 21, 2023

MOTION: made by Trustee Wayne LaVair and seconded by Mayor Maggie Ridge that the designated polling place for the Village of Scottsville Election to be held on March 21, 2023 will be the Senior Center located within the Wheatland Municipal Building, 22 Main Street, Scottsville, New York 14546 between the hours of 12:00 Noon and 9:00 pm.

Vote: Carried (4-0)

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

Tax Surrender

15 tax parcels surrendered to the County totaling \$8,915.00 will be paid to Village in April 2023.

Sunking Electronics Agreement

Motion made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to authorize the mayor to sign the Sunking Electronic Recycling Agreement term ending November 1, 2024.

Vote: Carried (4-0)

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

Instream Agreement

Motion made by Deputy Mayor Andy Fraser and seconded by Trustee Wayne LaVair to authorize the mayor to sign the Instream Software Support Agreement term ending December 7, 2023 in an amount of \$2,055.00.

Vote: Carried (4-0)

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

Trustee Updates:

Deputy Mayor Andy Fraser – Grants and Planning Board/Zoning Board of Appeals

Trustee AJ Peck – Procurement and ARPA

Trustee Wayne LaVair – DPW

Trustee Nikki Whitmarsh – Social Media and Communications

Mayor's Reports - Maggie Ridge

Arcadia Power

Continuing to Participate in the Hazard Mitigation Planning for potential FEMA Funding.

Met with Fire Company – working on a new lease agreement for the Ball Field.

Participated in ribbon cutting ceremony for the renovated portion of the Greenway - New York State's longest park

Was a guest at the American Legion's annual Veteran's Day Brunch

Participated in the local Mayors meeting – main topics of discussion was how can NYCOM help with some of our unmet needs (assistance with grants was one suggestion) and the possible formation of ambulance district.

Received the permit for vertical crosswalk signs on 383. Need to establish management protocols for signs.

Met with the Historic Preservation Commission and Doug Barber to begin drafting the application for the Certificate of Appropriateness (part of this meeting is to discuss)

Old Business

Vacation Policy: will continue discussion

Clothing Allowance: will continue discussion

ARPA Spending Projects (American Legion gazebo roof, park improvements, doors, lighting)

New Business

Historic District Certificate of Appropriateness: will continue discussion

Volleyball, SAA and Wheatland Rec: will continue discussion

Executive session

Motion made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to enter into executive session at 7:44 pm to discuss two particular employee matters.

Vote: *Carried (4-0)*

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

Motion made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to adjourn executive session and return to regular session at 8:34pm.

Vote: *Carried (4-0)*

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

Employee Step Wage Increase

Motion made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to approve a step up of .50 an hour on the employee's anniversary date based on a satisfactory supervisor performance review.

Vote: *Carried (4-0)*

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

Adjournment

Motion made by Mayor Maggie Ridge and seconded by Deputy Mayor Andy Fraser to adjourn the Village Board meeting at 8:35 pm.

Vote: *Carried (4-0)*

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

Respectfully submitted by,



Anne Hartman
Village Clerk