

Call to Order Mayor Maggie Ridge called the February 14, 2023 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, Trustee
Paul Meabon, Trustee
AJ Peck, Trustee

Absent: Andy Fraser, Deputy Mayor

Also Present: John Mancuso, Attorney
Todd Schwasman, DPW Superintendent
Anne Hartman, Village Clerk
0 Residents

Approval of Minutes

Village Board Meeting Minutes

Tuesday, January 10, 2023

Motion made by Mayor Maggie Ridge and seconded by Trustee Paul Meabon to approve the minutes of the *Tuesday, January 10, 2023* Village Board Meeting as submitted.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee AJ Peck	AYE	Trustee Paul Meabon	AYE
Trustee Wayne LaVair	AYE		

Public Before the Board

Kevin Marks, Trail Town Initiative is applying for a grant to make enhancements to Canawaugus Park. Up to \$15,000 with a 15% in kind match. Monies will be used to install signage to the businesses, bike repair station and make improvements to parking. Mayor Ridge will write the grant with advisement from the Trail Town Committee. Recommend creating a separate committee to create a Canawaugus Park Comprehensive Plan.

Jim Yarrington, Chair Historic Preservation Commission: education letter has been sent to residents on Rochester St. The Commission has created an application for a Certificate of Appropriateness, approval or denial will be communicated via a letter explaining decision using bullets citing code. The Commission has compliance concerns, projects have been completed without going through proper channels. Commission would like to see enforcement of code. Guidelines will be included in the annual recycling calendar.

Motion made by Mayor Maggie Ridge and seconded by Trustee AJ Peck to the Rochester Street Historic District application for a Certificate of Appropriateness as submitted.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee AJ Peck	AYE	Trustee Paul Meabon	AYE
Trustee Wayne LaVair	AYE		

Public Hearing

Mayor Ridge opened the public hearing by reading the notice from the Sentinel at 7:02 pm.

**Legal Notice
Notice of Public Hearing
Village of Scottsville**

PLEASE TAKE NOTICE that a Public Hearing will be held by the Village of Scottsville Board of Trustees on Tuesday, February 14, 2023 at 7:00 pm to consider Property Tax Cap Local Law #1-2023 to Override the Tax Cap Levy Limit established in the General Municipal Law 3c for the 2023-2024 Fiscal Budget.

The Proposed Local Law can be reviewed at the Village of Scottsville Office, in the Wheatland Municipal Building, 22 Main Street, Scottsville, NY during regular business hours.

Public Comment opened at 7:03pm.

Public Comment:

No public

Public Comment closed and Board Comment opened at 7:04 pm.

Board Comment:

No comments

Public Hearing closed at 7:04 pm.

Motion made by Mayor Maggie Ridge and seconded by Trustee AJ Peck to adopt the Property Tax Cap Local Law #1-2023 to Override the Tax Cap Levy Limit established in the General Municipal Law 3c for the 2023-2024 Fiscal Budget.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee AJ Peck	AYE	Trustee Paul Meabon	AYE
Trustee Wayne LaVair	AYE		

Department Reports**Building Inspector/Code Enforcement Officer**

Building Department

- BP #22-011 CooperVision warehouse addition is completed Certificate of Occupancy issued on 1/27/23
- BP # 23-004 Issued for Gerber Homes to build a new residential home located next to 17 Maple Ave. Construction to start within the next month or so. Lot has been an approved building lot.
- Need the Board to issue a number for the new build on Maple, thinking 19 Maple makes the most sense.
- Need Board approval for an application received for a chicken permit located at 20 Chili Ave. Meets all requirements per code.
- CooperVision is working on finalizing plans for another expansion project to be submitted to the Planning Board this spring.

Fire Marshal:

- Permit# 23-002 issued for fire restoration located at 34 Scottsville West Henrietta Rd
- Small fire located at 8 Church Street during the afternoon of 1/23/23. Minor smoke and electrical damage to the home. Residents able to move back once electrical service has been repaired and turned back on.
- Monroe County Fire Dispatch has been having issues with contacting me when needed by FD. After numerous attempts to make sure they have the correct number it finally has been resolved.

Code Enforcement:

- Heany Industries, working with Mayor Ridge and the Village attorney to resolve all the noise complaints.
- Spoke to the gas station at 69 Rochester about plowing snow and blocking the sidewalk during snow events.

Special Permit - Chickens

Motion made by Mayor Maggie Ridge and seconded by Trustee Paul Meabon to grant a special permit for 20 Chili Ave to harbor chickens with the condition that the applicant shall comply with all requirements contained in Chapter 54-26 of the Village Code.

Building Inspector should verify setbacks and that coop is enclosed.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee AJ Peck	AYE	Trustee Paul Meabon	AYE
Trustee Wayne LaVair	AYE		

DPW – Todd Schwasman

Last Month:

- Final delivery of salt to fill the shed.
- Cleaned and trimmed the Johnson Park parking lot.
- Various truck repairs.
- Trimmed back trees on sidewalks and streets around the Village.
- Hauled brush from the pile to the transfer station.
- 12 stakeouts completed.
- Compiled radar sign data from both sides of North Road.
- Cleaned and flushed 2500 ft of sewers.
- Cold patch around the Village, fixing potholes.

Upcoming Month:

- Tree trimming right away on Hanford Ave.
- Continue with cold patching.
- Preparing for shop inspection.
- Sign straightening and repair around the Village.

Updates

- WCCSD contacted the Village to do a sidewalk project at TJ Connor school. The Village will do the entire project or nothing. This will be a good job to train our new employees. The school will need to write up an IMA to proceed.
- Received a quote from Rochester Door Company to install four doors at Johnson Park.
- We have no back up garbage totes. We found Cascade Industries; they will sell 54 totes.
- Himes quote for gutter work in the big track.
- Town of Henrietta will come in to sweep streets.

Treasurer – Jennifer Talbot

Pay Bills:

Motion made by Trustee Wayne LaVair and seconded by Trustee AJ Peck to approve payables as listed on the AP Check Register Report through February 14, 2023 and prepaid bills with General Payables totaling \$49,535.95.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee AJ Peck	AYE	Trustee Paul Meabon	AYE
Trustee Wayne LaVair	AYE		

Treasurers Report:

Expenses:

<u>Overspent Lines</u>		<u>Why?</u>
A.1325.2	838.91	Purchase of Board approved laptop
A.1450.4	140.61	Will be reimbursed by County
A.9045.8	845.41	Under-budgeted life insurance

Budget Transfers:

Suggested Budget Transfers:

<u>Account Code</u>	<u>Descriptions</u>	<u>To</u>	<u>From</u>	<u>Why?</u>
A1325.2	Clerk Equipment	\$	839.00	
A1325.4	Clerk Contractual		\$	
A.9045.8	Life Insurance	\$	900.00	
A9060.8	Health Insurance		\$	
			900.00	

Motion made by Trustee AJ Peck and seconded by Mayor Maggie Ridge to approve the budget transfers as listed above from the February 2023 Treasurers Report.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee AJ Peck	AYE	Trustee Paul Meabon	AYE
Trustee Wayne LaVair	AYE		

Suggested Budget Adjustments:

		Expense Increase	Revenue Increase
		\$	
A.1010.4	Board Contractual	1,025.00	
		\$	
A.5182.2	Streets Equipment	4,254.00	
A.7140.4	Parks Contractual	\$	270.00
A.4089	Federal revenue - ARPA		\$ 5,549.00
<i>To amend budget for expenditure of ARPA funds</i>			
		\$	
A.5110.4	Streets Contractual	51,040.00	
A.3501	CHIPS state aid		\$ 51,040.00
<i>To recognize CHIPS aid for street repairs</i>			

Motion made by Mayor Maggie Ridge and seconded by Trustee Paul Meabon to approve the budget amendments as listed above from the February 2023 Treasurers Report.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee AJ Peck	AYE	Trustee Paul Meabon	AYE
Trustee Wayne LaVair	AYE		

Updates:

Note that we have budgeted \$7,500 for a stump grinder with current year funds, and equipment has not been purchased yet. Status?

We had another meeting with Canandaigua Nat'l Bank and are moving forward with implementing positive pay ASAP

We also will add Maggie, and possibly Jen as online users to implement dual approval controls.

We have tiered our certificate of deposit maturity dates and terms better to insulate from long term interest rate changes.

Clerk – Anne Hartman

Made another call to Avon Ford to get documentation on the last fire vehicle.
Cleared up some NYRLR reporting errors
Attending and assisting at Planning Board meetings
Working on training schedules
Looking for another CDL training option

Trustee Updates:

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

Trustee AJ Peck – Procurement and ARPA
Working with different vendors for Johnson Park equipment. Need a map of Village owned property for placement.

Trustee Wayne LaVair – DPW
Meeting with DPW to discuss 2023-2024 projects and budget.

Trustee Paul Meabon –
No report

Mayor's Reports - Maggie Ridge

- Facilitated the kickoff meeting for our "Summer Concert Series." Lots of great ideas and input. First concert is scheduled to coincide with the Legion's Chicken Barbeque on June 10th, and will featuring Joe Beard, a legendary Blues guitarist and vocalist. He's toured the United States, and sat in with Muddy Waters, BB King and John Lee Hooker. He was inducted into the Rochester Music Hall of Fame in 2017. More dates and music to be scheduled over the next few months.
- Solicited letters of support for a capital improvement grant for the Smith Warren American Legion Post 367 to repave the parking lot and replace the roof on the Gazebo.

- Met with Carl Schoenthal, Kevin Marks, Linda Dobson and Pauline Burnes (Landscape Architect) to discuss kiosk placements from the 2022 PTNY award. Will be working with the Trail Town Committee on the next round of the PTNY grant funding, due March 31, 2023. This round of funding will be 100% dedicated towards improvements to Canawaugus Park.
- Finishing Community Block Grant Application due Friday, Feb 17. Awaiting some quotes for street gutter repair/replacements on Diana/Heather/Briarwood track.
- Met with Lisa Wasson regarding relaunching Parade of Lights and Summerfest. Still a work in progress but do-able.

Old Business

Garbage - Still getting numbers on garbage, we will discuss that during budget meeting.
Sanitary Sewer – Worst part is the triangle at Rochester, Main and River.

New Business

Motion made by Mayor Maggie Ridge and seconded by Trustee AJ Peck to designate Tax Parcel No. 200.05-3-1.2 as 19 Maple Avenue in the Village of Scottsville, Monroe County, New York.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee AJ Peck	AYE	Trustee Paul Meabon	AYE
Trustee Wayne LaVair	AYE		

Festivals/Concerts – would like to add a budget line item to help bring back some of the events that residents have enjoyed.

Arbor Day Proclamation

Whereas, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, Maggie Ridge, Mayor of the **Village of Scottsville**, do hereby proclaim **Saturday, May 6, 2023** as in the **Village of Scottsville**, and I urge all citizens to **celebrate Arbor Day** and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Motion made by Trustee Paul Meabon and seconded by Mayor Maggie Ridge to approve the proclamation of Arbor Day as drafted.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee AJ Peck	AYE	Trustee Paul Meabon	AYE
Trustee Wayne LaVair	AYE		

CDBG Grant Resolution

A RESOLUTION authorizing the submittal of the 2023 Community Development Block Grant (CDBG) application to the Monroe County (New York) Community Development Organization by *Mayor Maggie Ridge* and the subsequent appropriation of *Scottsville, New York* grant funds for the Briarwood Lane, Diana Drive and Heather Lane Gutter Project.

WHEREAS the *Village of Scottsville* believes itself to be qualified, and is willing and able to carry out all activities described in the CDBG grant application; and

WHEREAS in this action the *Village of Scottsville of Board Trustees* has declared its intent to conduct the Briarwood Lane, Diana Drive and Heather Lane Gutter Project described in the application; and,

WHEREAS in this action the *Village of Scottsville* will, upon an award and acceptance of the grant, agree to the terms of the grant;

IT IS THEREFORE RESOLVED THAT: The *Village of Scottsville Board of Trustees* requests the funds and assistance available from the Monroe County New York Community Development Organization under the Community Development Block Grant (CDBG) Program and will comply with county rules for the program, and,

HEREBY AUTHORIZES the authorized representative *Mayor* to act on behalf of the *Village of Scottsville* to submit and sign an application to Monroe County for financial aid for the Briarwood Lane, Diana Drive and Heather Lane Gutter Project purposes, sign related documents, and,

HEREBY AUTHORIZES the authorized representative Mayor to act on behalf of the Village of Scottsville to sign the grant agreement if the grant funds are awarded.

Motion made by Trustee Wayne LaVair and seconded by Trustee Paul Meabon to authorize the above CDBG resolution.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee AJ Peck	AYE	Trustee Paul Meabon	AYE
Trustee Wayne LaVair	AYE		

Executive session

Motion made by Trustee Wayne LaVair and seconded by Trustee AJ Peck to enter into executive session at 7:46 pm to discuss a particular employee matter.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee AJ Peck	AYE	Trustee Paul Meabon	AYE
Trustee Wayne LaVair	AYE		

Motion made by Mayor Maggie Ridge and seconded by Trustee AJ Peck to adjourn executive session and return to regular session at 8:03 pm.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee AJ Peck	AYE	Trustee Paul Meabon	AYE
Trustee Wayne LaVair	AYE		

Adjournment

Motion made by Trustee Wayne LaVair and seconded by Mayor Maggie Ridge to adjourn the Village Board meeting at 8:03 pm.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE
Trustee AJ Peck	AYE
Trustee Wayne LaVair	AYE

Deputy Mayor Andy Fraser	ABSENT
Trustee Paul Meabon	AYE

Respectfully submitted by,



Anne Hartman
Village Clerk