

Village of Scottsville
Board of Trustees Meeting
Tuesday, July 11, 2023 6:30 pm
Wheatland Municipal Building
Meeting Minutes

Call to Order Mayor Maggie Ridge called the July 11, 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
Randall Hess, Trustee
Wayne LaVair, Trustee
AJ Peck, Trustee
Absent: Andy Fraser, Deputy Mayor

Also Present: John Mancuso, Attorney
Jen Talbot, Treasurer
Anne Hartman, Clerk

Approval of Minutes

Village Board Meeting Minutes

Tuesday, June 13, 2023

Motion made by Mayor Maggie Ridge and seconded by Trustee Wayne LaVair to approve the minutes of the *Tuesday, June 13, 2023* Village Board Meeting as submitted.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee Randy Hess	AYE	Trustee AJ Peck	AYE
Trustee Wayne LaVair	AYE		

Thursday, July 6, 2023

Motion made by Mayor Maggie Ridge and seconded by Trustee Wayne LaVair to approve the minutes of the *Thursday, July 6, 2023* Special Meeting as submitted.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee Randy Hess	AYE	Trustee AJ Peck	AYE
Trustee Wayne LaVair	AYE		

Treasurer – Jen Talbot

Pay Bills:

Motion made by Trustee Wayne LaVair and seconded by Mayor Maggie Ridge to approve payables as listed on the AP Check Register Report through July 11, 2023 and prepaid bills with General Payables totaling \$39,396.38.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee Randy Hess	AYE	Trustee AJ Peck	AYE
Trustee Wayne LaVair	AYE		

Treasurers Report:

Suggested Budget Transfers @ 5/31/23:

Account Code	Descriptions	To	From
A1210.4	Mayor contractual	\$ 336.00	
A1410.11	Village Clerk Deputy salaries		\$ 336.00
A1410.1	Village Clerk salaries	587.00	
A1410.4	Village Clerk contractual		\$ 587.00
A1420.4	Village Attorney	3,019.00	
A1440.4	Engineer Contractual		\$ 3,019.00
A1640.1	Village Garage salaries	681.00	
A1640.4	Village Garage contractual		\$ 681.00
A8160.41	Recycling contractual	545.00	
A8160.4	Refuse contractual		545.00
		\$ 5,168.00	5,168.00

Budget Transfers:

Motion made by Mayor Maggie Ridge and seconded by Trustee Wayne LaVair to approve the 2022-2023 budget transfers as listed above from the July 2023 Treasurers Report not to exceed \$5,168.00.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee Randy Hess	AYE	Trustee AJ Peck	AYE
Trustee Wayne LaVair	AYE		

Suggested Budget Amendment 23-24 Year:

		Revenue Increase	Expense Increase
Rent - Other Governments	A2410	235,482.00	
Installment Purchase Principal	A9785.6		227,187.00
Installment Purchase Interest	A9785.7		8,295.00

Motion made by Mayor Maggie Ridge and seconded by Trustee Wayne LaVair to amend the 2023-2024 budget for the Fire District payoff of the Fire Truck Installment Purchase Debt in an amount not to exceed \$235,482.00.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee Randy Hess	AYE	Trustee AJ Peck	AYE

Trustee Wayne LaVair AYE

Expenses:

<u>Overspent Lines</u>		<u>Why?</u>
Mayor Contractual - A1210.4	336.00	<i>Mayor's conference in Albany</i>
Village Clerk Salaries - A1410.1	587.00	<i>Accrued payroll at year end</i>
Village Attorney A1420.4	3,019.00	<i>Employment matters</i>
Village Garage Salaries A1640.1	681.00	<i>Accrued payroll at year end</i>
Recycling Contractual A8160.41	545.00	<i>Toter purchases</i>

Updates:

Fire District paid off the Fire Truck loan in June

Motion made by Mayor Maggie Ridge and seconded by Trustee Wayne LaVair to fund \$100,000 into the Parks Reserve, \$75,000 into the Village Street Reserves, \$70,000 into the Storm Sewer Reserve, \$10,000 into the IT and Software Capital Reserve and \$10,000 into the Refuse and Recycling Capital Reserve.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee Randy Hess	AYE	Trustee AJ Peck	AYE
Trustee Wayne LaVair	AYE		

Executive session

Motion made by Mayor Maggie Ridge and seconded by Trustee AJ Peck to enter into executive session at 6:52 pm to discuss a particular employee matter and client/attorney advise.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee Randy Hess	AYE	Trustee AJ Peck	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 7:10pm.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee Randy Hess	AYE	Trustee AJ Peck	AYE
Trustee Wayne LaVair	AYE		

Public Before the Board

Grant

2023 Consolidated Funding Application

Water Quality Improvement Project, I&I Improvements

SEQRA

VILLAGE OF SCOTTSVILLE
SANITARY SEWER IMPROVEMENTS PROJECT

**SEQR RESOLUTION
UNLISTED ACTION**

WHEREAS, the Village of Scottsville Board of Trustees (hereinafter referred to as Village Board) has reviewed and completed the SEQR Short Environmental Assessment Form (EAF) Part 1, prepared by the MRB Group (hereinafter referred to as Village Engineer) on the above referenced Village of Scottsville Sanitary Sewer Improvements Project (hereinafter referred to as Action); and

WHEREAS, the Village Board determines that said Action is classified as an Unlisted Action under Part 617 of the State Environmental Quality Review (SEQR) Regulations; and

WHEREAS, the Village Board has determined that the proposed action is subject to a single agency review pursuant to Part 617.6(b) (4) of the SEQR Regulations; and

WHEREAS, the Village Board determines that it is the most appropriate agency for making the determination of significance thereon under the SEQR Regulations; and

WHEREAS, the Village Board has given consideration to the criteria for determining significance as set forth in Section 617.7(c) (1) of the SEQR Regulations and the information contained in the Short EAF Part 1; and

WHEREAS, the Village Board has completed Part 2 and Part 3 of the Short EAF; and

NOW, THEREFORE BE IT RESOLVED the Village Board has reasonably concluded the following impacts are expected to result from the proposed Action, when compared against the criteria in Section 617.7 (c):

there will not be a substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic noise levels; a substantial increase in solid waste production; a substantial increase in potential for erosion, flooding, leaching or drainage problems;

there will not be large quantities of vegetation or fauna removed from the site or destroyed as the result of the proposed Action; there will not be substantial interference with the movement of any resident or migratory fish or wildlife species as the result of the proposed Action; there will not be a significant impact upon habitat areas on the site; there are no known threatened or endangered species of animal or plant, or the habitat of such species; or, are there any other significant adverse impacts to natural resources on the site;

there are no known Critical Environmental Area(s) on the site which will be impaired as the result of the proposed Action;

the overall density of the site is consistent with the Village's Comprehensive Plan land use recommendations;

there will not be an increase in the use of either the quantity or type of energy resulting from the proposed Action;

there will not be any hazard created to human health;

there will not be a change in the use of active agricultural lands that receive an agricultural use tax exemption or that will ultimately result in the loss of ten acres of such productive farmland;

there will not be a larger number of persons attracted to the site for more than a few days when compared to the number of persons who would come to the site absent the Action;

there will not be created a material demand for other Actions that would result in one of the above consequences;

there will not be changes in two or more of the elements of the environment that when considered together result in a substantial adverse impact; and

there are not two or more related Actions which would have a significant impact on the environment.

BE IT FURTHER RESOLVED, based upon the information and analysis above and the supporting documentation referenced above, the proposed Action **WILL NOT** result in any significant adverse environmental impacts.

BE IT FINALLY RESOLVED that the Village of Scottsville Board of Trustees does hereby make a Determination of Non-Significance on the proposed development, and the Mayor is hereby directed to sign the Short Environmental Assessment Form Part 3 and issue the Negative Declaration as evidence of the Village Board's determination.

Motion made by Mayor Maggie Ridge and seconded by Trustee AJ Peck to approve the SEQRA resolution for an unlisted action.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee Randy Hess	AYE	Trustee AJ Peck	AYE
Trustee Wayne LaVair	AYE		

Resolution of Support and Authorization

Village of Scottsville
2023 Consolidated Funding Application
Resolution of Support & Authorization for the Village of Scottsville
Water Quality Improvement Project, I&I Improvements

WHEREAS, the Village of Scottsville supports the submission of a 2023 Consolidated Funding Application (CFA) on behalf of the Village to address Inflow & Infiltration within the collection system; and

WHEREAS, the New York State Department of Environmental Conservation (DEC) provides a competitive statewide grant funding for wastewater treatment improvements to municipal wastewater systems and the Village of Scottsville considers this project a priority; and

NOW THEREFORE BE IT RESOLVED, the Village Board, on behalf of the Village, identifies the Village Mayor as the authorized representative for the project, able to execute necessary documents relative to and as required for this application; and

BE IT FURTHER RESOLVED, the Village Board does hereby accept that they shall provide at least a 25% match of the total of any grant funding awarded as a local match in the form of in-kind services or cash contributions hereby appropriated and obligated from the Sewer Fund; and

BE IT FURTHER RESOLVED, the Village Board approves MRB Group to prepare and submit the WQIP grant application within the CFA portal; and

BE IT FURTHER RESOLVED, that the Village of Scottsville, recognizes and fully supports the submission of the CFA WQIP grant by MRB Group on behalf of the Village to address Inflow and Infiltration within the collection system.

Motion made by Mayor Maggie Ridge and seconded by Trustee AJ Peck to approve 2023 Consolidated Funding Application Resolution of Support & Authorization for the Village of Scottsville Water Quality Improvement Project, Wastewater Treatment Improvements as proposed.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee Randy Hess	AYE	Trustee AJ Peck	AYE
Trustee Wayne LaVair	AYE		

Department Reports

Building Inspector/Code Enforcement Officer

Building Dept:

- CooperVision site plans received and sent off to PB for their approval during the July Meeting.

- No issues with the plans on my end and no issues with zoning.

- 622 North Rd residential addition certificate of Occupancy issued after final inspection.

- 19 Maple, New residential build is nearing final inspection and CofO

- 15 Rochester Street - Plans submitted for repairs to the home, no issues on My end waiting for

- CofA from the HB before I can issue the permit.

- 21 Main street- Residential addition /demo permit issued to replace back kitchen area.

- 7 other permits issued in the Village for Decks, Pools, Fences, generator, and Plumbing permits.

- 1 Barn permit on Rochester Street waiting on HB

Fire Marshal:

- Yearly inspections are coming along with no major issues at this time.

Code Enforcement:

- Couple of Grass complaints resolved

- Checking into a report of someone possibly living in the old bowling alley without approval.

- Caledonia Ave, sent a letter to a resident to clean up the property of junk and overgrowth.

DPW – Todd Schwasman

Last Month:

Step one and two of the village surfacing project is complete. The final step will be completed this month.

5 emergency main sewer plugs throughout the village.

Town of Henrietta came out to clean streets

P Depuy passed CDL test

Upcoming Month:

Collecting quotes on tree removal throughout the village and the Race.

Starting driveway culvers and catch basin repairs this month.

DPW needs a back up plan for when the Supervisor is unavailable during off hours.

Clerk – Anne Hartman

Taxes

Due date has passes, letters were sent to past due residents

SummerFest

22 Vendors

10 Community Groups

4 Entertainers

Food Trucks

Casella

Casella has been overcharging on our invoices the last couple months, will continue to work on rectifying.

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

Attorney Mancuso advised the Planning Board to have CooperVision come back to apply for a lot coverage variance. In 2018, CooperVision received a limited lot coverage variance for a specific project

Trustee AJ Peck – Procurement and ARPA

Got a response from one playground equipment company

Trustee Wayne LaVair – DPWTrustee Randy Hess – Historic Commission**Mayor's Reports - Maggie Ridge**

Concerts at the Gazebo

Revised Health Insurance policy

Scott Crescent flooding – will contact the DEC for suggestions

Helped residents with a letter to the NYS DOT about speeding on Rochester St and safety concerns at the triangle

Sent a letter to the school from the Forestry Board asking for care around trees planted on right of way at the school

Walked Canawaugus Park for grant projects

Old BusinessHealth Insurance

Motion made by Trustee Wayne LaVair and seconded by Mayor Maggie Ridge to approve the amendment to the Employee Handbook section on Health Insurance as submitted.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee Randy Hess	AYE	Trustee AJ Peck	AYE
Trustee Wayne LaVair	AYE		

Noise Ordinance - Heany

Made a few alterations to mitigate the sound that did help, but the excessive noise continues after 11 pm and before 7 am as determined by code.

Get complaints in writing and new decibel readings at different times of the day.

Attorney suggested amending the noise ordinance, it is antiquated. We could be ready for a public hearing in September

New BusinessMailbox Damage

Motion made by Mayor Maggie Ridge and seconded by Trustee AJ Peck to approve the invoice to repair the mailbox damaged by the garbage truck at 241 Briarwood Lane in an amount not to exceed \$122.40.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee Randy Hess	AYE	Trustee AJ Peck	AYE
Trustee Wayne LaVair	AYE		

Johnson Park Key

People who rent the park should get the key during regular office hours. What plan can we put in place if someone forgets? If we ask a DPW worker to unlock it is a minimum of 3 hours show up time at time and a half. Discussed getting a lock box or keypads on the doors.

Historic Preservation Commission

There was a disconnect between the HPC and a resident. To remedy any future misunderstanding the homeowner must attend the HPC meeting.

North Rd

Resident had a sewer back up and wants compensation from the Village for cleanup. This is the second time this has happened at this residence. The first time the DPW told the homeowner to cap the pipe in the basement. They did not want to do that because that is where appliances drain. This is not a Village issue.

Adjournment

Motion made by Trustee AJ Peck and seconded by Mayor Maggie Ridge to adjourn the Village Board meeting at 8:40 pm.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSENT
Trustee Randy Hess	AYE	Trustee AJ Peck	AYE
Trustee Wayne LaVair	AYE		

Respectfully submitted by:



Anne Hartman
Village Clerk