

Board of Trustees: Maggie Ridge, Mayor  
Andy Fraser, Deputy Mayor  
Randy Hess, Trustee  
Wayne LaVair, Trustee  
AJ Peck, Trustee

Agenda

1. **Call to Order** Mayor Maggie Ridge called the September 12, 2023 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, May 9, 2023*

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to approve the minutes of the *Tuesday, May 9, 2023 Village Board Meeting* as submitted.

**Vote:** Carried ( - )

Mayor Maggie Ridge  
Trustee Randy Hess  
Trustee Wayne LaVair

Deputy Mayor Andy Fraser  
Trustee AJ Peck

*Tuesday, August 8, 2023*

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to approve the minutes of the *Tuesday, August 8, 2023 Special Meeting* as submitted.

**Vote:** Carried ( - )

Mayor Maggie Ridge  
Trustee Randy Hess  
Trustee Wayne LaVair

Deputy Mayor Andy Fraser  
Trustee AJ Peck

5. **Treasurer – Jen Talbot**

Pay Bills:

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to approve payables as listed on the AP Check Register Report through September 12, 2023 and prepaid bills with General Payables totaling \$ .

**Vote:** Carried ( - )

Mayor Maggie Ridge  
Trustee Randy Hess  
Trustee Wayne LaVair

Deputy Mayor Andy Fraser  
Trustee AJ Peck

Treasurers Report:

Budget Transfers:

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to approve the budget transfers as listed above from the September 2023 Treasurers Report.

**Vote:** Carried ( - )

Mayor Maggie Ridge

Deputy Mayor Andy Fraser

Trustee Randy Hess  
Trustee Wayne LaVair

Trustee AJ Peck

2023 Ford F250 XL Regular Cab 4x4 purchased off state bid from VanBortel Ford, \$52,059.34

6. **Public Before the Board**

7. **Department Reports**

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

Building Dept:

Fire Marshal:

Code Enforcement:

b) **DPW – Todd Schwasman**

Mowing the library

**Last Month:**

**Upcoming Month:**

c) **Clerk – Anne Hartman**

SummerFest

EZ-Pass

WHEREAS, Village of Scottsville Clerk’s Office wishes to retail E-ZPass Tags through the New York State Thruway Authority’s E-ZPass On-the-Go Program;

WHEREAS, Village of Scottsville Clerk’s Office will purchase E-ZPass tags for the cost of \$21.00 per Tag from the Thruway Authority and sell the Tags at a cost of \$25.00 per tag, allowing the Village to keep \$4.00 per sale, and

THEREFORE BE IT RESOLVED, that the Board of Trustees of the Village of Scottsville hereby authorizes the Village Clerk’s office to enter in an agreement with the New York State Thruway Authority to sell E-ZPass Tags provided all legal requirements are complied with.

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_

**Vote:** Carried ( - )

Mayor Maggie Ridge  
Trustee Randy Hess  
Trustee Wayne LaVair

Deputy Mayor Andy Fraser  
Trustee AJ Peck

8. **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 Randy Hess – Historic Commission

9. Mayor’s Reports - Maggie Ridge

- Working with Trail Towns Committee and PTNY Grant for Canawaugus Park. A PTNY celebration event is scheduled for October 2 for the grant funders to review our progress, so we’re trying to get as much done as possible before that.
- Met with Rob Richarson (Clean Energy Communities Coordinator – Genesee/Finger Lakes Regional Planning Council) to get some action items facilitated for some grant funding. He’ll be at the next bord meeting to discuss this program.
- Summerfest was well received – had great weather and turn out. Still unsure about initiating Parade of Lights.
- There is a renewed interest regarding the aesthetics of Main Street - looking to put together an action plan (Project Main Street) to address some of the challenges. To be effective, we’ll need a very high level of participation from the business owners, the building owners, and homeowners.
- Interviewed a viable candidate for the Treasurer’s position.
- Met with Brian Hill and Scott Zolner at Heany regarding the noise. Made some progress.

10. Old Business

Noise Ordinance

Founders’ Park

11. New Business

Brett Holberg, Historic Preservation Commission

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to appoint Brett Holberg to the Historic Preservation Commission with a term ending 2027 on the recommendation of the current members of the Historic Preservation Commission.

**Vote:** Carried ( - )

Mayor Maggie Ridge

Trustee Randy Hess

Trustee Wayne LaVair

Deputy Mayor Andy Fraser

Trustee AJ Peck

Scott Crescent speeding and speed humps too low, radar sign?

Appointed Officer Residency

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to schedule a public hearing on \_\_\_\_\_ to consider Local Law 2-2023 amending Chapter 39 of the Code of the Village of Scottsville in relation to residency requirements for any persons holding a public officer appointment.

**Vote:** Carried ( - )

Mayor Maggie Ridge

Trustee Randy Hess

Trustee Wayne LaVair

Deputy Mayor Andy Fraser

Trustee AJ Peck

12. Executive session

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to enter into executive session at \_\_\_\_\_ pm to discuss a \_\_\_\_\_ matter.  
**Vote:** *Carried ( - )*  
 Mayor Maggie Ridge Deputy Mayor Andy Fraser  
 Trustee Randy Hess Trustee AJ Peck  
 Trustee Wayne LaVair

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to adjourn executive session and return to regular session at \_\_\_\_\_ pm.  
**Vote:** *Carried ( - )*  
 Mayor Maggie Ridge Deputy Mayor Andy Fraser  
 Trustee Randy Hess Trustee AJ Peck  
 Trustee Wayne LaVair

13. **Adjournment**

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to adjourn the Village Board meeting at \_\_\_\_\_ pm.  
**Vote:** *Carried ( - )*  
 Mayor Maggie Ridge Deputy Mayor Andy Fraser  
 Trustee Randy Hess Trustee AJ Peck  
 Trustee Wayne LaVair

Village of Scottsville  
 Board of Trustees Meeting  
 Tuesday, August 8, 2023 6:30 pm  
 Wheatland Municipal Building  
 UNAPPROVED Meeting Minutes

**Call to Order** Mayor Maggie Ridge called the August 8, 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  
 Andy Fraser, Deputy Mayor  
 Randall Hess, Trustee  
 Wayne LaVair, Trustee

Absent: AJ Peck, Trustee

Also Present: John Mancuso, Attorney  
 Anne Hartman, Clerk  
 Todd Schwasman, DPW Superintendent  
 Approx. 2 Residents

**Approval of Minutes**

**Village Board Meeting Minutes**

*Tuesday, July 11, 2023*

**Motion** made by Mayor Maggie Ridge and seconded by Trustee Wayne LaVair to approve the minutes of the *Tuesday, July 11, 2023* Village Board Meeting as submitted.

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

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

**Treasurer – Jen Talbot**

**Pay Bills:**

**Motion** made by Mayor Maggie Ridge and seconded by Deputy Mayor Andy Fraser to approve payables as listed on the AP Check Register Report through August 8, 2023 and prepaid bills with General Payables totaling \$40,119.73.

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

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

**Treasurers Report:**

**Expenses**

<u>Overspent Lines</u>	<u>Why?</u>
Unallocated Insurance	(1,053.98)

**Budget Transfers:**

<u>Account Code</u>	<u>Description</u>	<u>To</u>	<u>From</u>
A.1910.4	Unallocated Insurance	1.054.00	
	Underbudgeted		

A.1990.4	Contingent Account	1,054.00
	premiums increase 8%	

**Motion** made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to amend the 2023-2024 budget for the transfers as listed above from the August 2023 Treasurers Report in the amount of \$1,054.00.

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

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

Updates:

Properly investing our excess cash flow has netted us over \$9,500 in interest in July!

Establish Reserves

IT and Computer Software Reserve Fund

RESOLVED, that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the IT and Computer Software Reserve Fund" (hereinafter "Reserve Fund"). The purpose of this Reserve Fund is to accumulate moneys to finance the cost of a type of equipment. The type of software and equipment to be financed from the Reserve Fund is the purchase of computers or related printers/technology and financial software.

The chief fiscal officer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The Treasurer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Village. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The Treasurer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, interest earned by the fund, capital gains or losses resulting from the sale of investments of the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of the Reserve Fund.

Except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law or any other law, including a permissive referendum if required by subdivision 4 of Section 6-c.

The establishment of the Reserve Fund takes effect retroactively on May 31, 2023.

**Motion** made by Mayor Maggie Ridge and seconded by Deputy Mayor Andy Fraser to establish the IT and Computer Software Reserve Fund as proposed.

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

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

Refuse and Recycling Reserve Fund

RESOLVED, that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the Refuse and Recycling Reserve Fund" (hereinafter Reserve Fund). The purpose of this Reserve Fund is to accumulate moneys to finance the cost of garbage truck repairs, tires and unanticipated costs related to garbage and recycling. The type of services/equipment/repairs to be financed from the Reserve Fund are related to the garbage and recycling services provided by the Village.

The chief fiscal officer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law, The Treasurer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Village. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The Treasurer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, interest earned by the fund, capital gains or losses resulting from the sale of investments of the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of the Reserve Fund.

Except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law or any other law, including a permissive referendum if required by subdivision 4 of Section 6-c.

The establishment of the Reserve Fund takes effect retroactively on May 31, 2023.

**Motion** made by Deputy Mayor Andy Fraser and seconded by Trustee Wayne LaVair to establish the Refuse and Recycling Reserve Fund as proposed.

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

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

**Public Before the Board**

Forestry Board, Michael Souers: Todd S. called in for utilities stake out at the triangle, there are no utilities in that area. The Forestry Board would like to make an event for the designation of the park. Fall planting of 6 trees in mid-October and we will buy the Spring plantings on clearance and over winter them.

Main St. needs attention: sidewalks and curbs need maintenance. The Forestry Board will put together a plan. Should look up the old Main St. study that was done several years ago. It will need to be redone. Deputy Mayor Fraser stated that to apply for sidewalk grants we would need architectural plans.

Kevin Marks, PTNY: Thanks to the Village DPW for the help, Eagle Scout constructing kiosk. Completion goal is end of September.

**Department Reports**

**Building Inspector/Code Enforcement Officer**

Lots of small permit's decks ,pools and fences. Bigger projects on the table waiting on other board's approval. Working on a few Code enforcement issues mostly just neighbor disputes.

### **DPW – Todd Schwasman**

#### **Last Month:**

The roadwork is complete for the year. SuitKote came to oil and stone the roads.  
Patches are completed in preparation for next year's roadwork.  
Culver pipe on Grenadier was fixed.  
Collecting quotes for sewer repair.  
One DPW employee completed his CDL course and got his license.  
Training is being completed.

#### **Upcoming Month:**

Quotes for new shirts and hoodies for employees.  
Preparing Johnson Park for the car show and Summerfest.  
Fixing a tire on the loader.  
Radar signs will go up again on Chili Ave.  
Gathering quotes from Skanex for sanitary sewer repair and Kenyon does lining. Work to be done in fall and winter.  
Will look into buying vs. renting a sprayer to do the crosswalks.  
We are getting complaints about Diana Dr and the big track. We have a plan to complete that, we can patch the bad spots until the gutter work is completed 2024 with a \$65K CDBG.

### **Clerk – Anne Hartman**

#### **Taxes**

#### **Treasurer Salary**

**Motion** made by Trustee Wayne LaVair and seconded by Mayor Maggie Ridge to hire a part-time Treasurer at \$22-25 an hour.

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

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

#### **Pay out unused carryover**

**Motion** made by Mayor Maggie Ridge and seconded by Deputy Mayor Andy Fraser to unused carry over vacation to Clerk Anne Hartman not to exceed 37 hours.

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

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

#### **Johnson Park**

Refund or reschedule Johnson Park rental – no refunds, but can have rental credit for one year.

Discount for Stonewall Jackson Johnson family reunion - no discount

#### **SummerFest**

30 Vendors  
10 Community Groups  
4 Entertainers  
Food Trucks



**Trustee Updates:**

Deputy Mayor Andy Fraser – Grants and Planning Board/Zoning Board of Appeals  
MRG working on Water Quality Improvement grant  
CooperVision asking for variance on lot coverage

Trustee AJ Peck – Procurement and ARPA  
Absent

Trustee Wayne LaVair – DPW  
Covered in Todd's report

Trustee Randy Hess – Historic Commission  
To expedite the process and clarify projects, the applicant should be coming to the meetings to discuss their application.

\*Deputy Mayor Fraser left at 7:49pm and returned at 7:50 pm.

**Mayor's Reports - Maggie Ridge**

- Met with Kevin Marks, Pauline Burnes, and Todd Schwasman, to mark out the locations of the improvements to Canawaugus Park. Took some measurements for sidewalks, fencing, and picnic table pads to order supplies.
- Met with a resident who's proposed some ideas for better communication for keeping our residents informed of what's happening in the Village.
- Summerfest is coming along – lots of details and logistics. We have about 30 arts/crafts vendor booths, 10 or more non-profit booths, a Cornhole Tournament, food trucks, talent show, penny carnival and a bike/kazoo parade.
- The final "Concert at the Gazebo" will be this Friday, August 11 at 6:00. Thanks to a generous contribution from CooperVision and food purchases, the American Legion raised enough money to replace the roof on the gazebo. Initial conversations with the Legion and some of the artists indicate that we'll do them again next summer.

**Old Business**

Heany

**New Business****Equipment Reserves Public**

**Motion** made by Trustee Wayne LaVair and seconded by Mayor Maggie Ridge to schedule a public hearing on September 12, 2023 at 7:00pm at the Wheatland Municipal Building to expend \$52,059.34 from the Equipment Reserves for a 2023 Ford F250 XL Regular Cab 4x4 purchased off state bid from VanBortel Ford.

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

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

**Declare as Surplus**

**Motion** made by Trustee Wayne LaVair and seconded by Mayor Maggie Ridge to declare 2012 Ford 250 VIN 1FTBF2B64DEA40370 as surplus and to put it up for auction through Auction International.

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

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

**Planning and Zoning Board of Appeals**

**Motion** made by Trustee Wayne LaVair and seconded by Mayor Maggie Ridge to allow Attorney John Mancuso to perform Planning Board and Zoning Board of Appeals training to satisfy the four (4) hour annual requirement during regularly scheduled meeting dates.

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

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

**Executive session**

**Motion** made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge and seconded by Mayor Maggie Ridge to enter into executive session at 8:02 pm to discuss pending and threatened litigation.

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

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee Randy Hess	AYE	Trustee AJ Peck	ABSENT
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 8:07 pm.

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

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

**Adjournment**

**Motion** made by Deputy Mayor Andy Fraser and seconded by Trustee Wayne LaVair to adjourn the Village Board meeting at 8:07pm.

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

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

Respectfully submitted by:



Anne Hartman  
Village Clerk

**LOCAL LAW NO. 2 OF 2023 AMENDING CHAPTER 39 OF  
THE CODE OF THE VILLAGE OF SCOTTSVILLE IN  
RELATION TO RESIDENCY REQUIREMENTS**

BE IT ENACTED, by the Board of Trustees of the Village of Scottsville, Monroe County, State of New York, as follows:

1. Section 39-2 of the Code of the Village of Scottsville shall be amended by deleting existing Section 39-2 in its entirety and replacing it with the following:

§ 39-2. Appointed Village Officers.

Notwithstanding the provisions of Article 3 of the Village Law, any person holding an appointed public office within the Village of Scottsville need not be a resident or an elector of the Village of Scottsville, provided that the person who is an appointed Village Officer resides within the State of New York, except that all members of local Village boards shall remain residents or electors of the Village of Scottsville.

2. This local law is adopted pursuant to NYS Municipal Home Rule Law.

3. All other local laws of the Village of Scottsville that are inconsistent with the provisions of this local law are hereby repealed provided, however, that such repeal shall only be to the extent of such inconsistency. In all other respects, this local law shall be in addition to such other local laws regulating and governing the subject matter covered herein.

4. If any clause, sentence, paragraph, word, section or part of this local law shall be adjudged by any court of competent jurisdiction to be unconstitutional, illegal or invalid, such judgment shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, word, section, or part thereof directly involved in the controversy in which such judgment shall have been rendered.

5. This local law will take effect upon filing in the office of the New York State Secretary of State.