

Village of Scottsville  
Board of Trustees Meeting  
Tuesday, October 10, 2023 6:30 pm  
Wheatland Municipal Building

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 October 10, 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, September 12, 2023*

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to approve the minutes of the *Tuesday, September 12, 2023 Village Board Meeting* as submitted.

**Vote:** *Carried ( - )*

Mayor Maggie Ridge

Trustee Randy Hess

Trustee Wayne LaVair

*Deputy Mayor Andy Fraser*

*Trustee AJ Peck*

5. **Public Before the Board**

Rob Richardson, Genesee Finger Lakes Regional Planning Counsel

Heany

*Mayor Ridge opens public hearing at \_\_\_\_\_ pm by reading the notice published in the Sentinel.*

**Legal Notice**  
**Notice of Public Hearings**  
**Village of Scottsville**

**PLEASE TAKE NOTICE** that a Public Hearing will be held by the Village of Scottsville Board of Trustees on Tuesday, October 10, 2023 at 7:00 pm 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.

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 open at pm.*

*Public comment closed and Board comment opened at pm.*

*Board Comment and Public Hearing closed at pm.*

**Motion** made by Trustee and seconded by Trustee to adopt 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

6. **Park Designation**

7. **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 October 10, 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 October 2023 Treasurers Report.

**Vote:** Carried ( - )

Mayor Maggie Ridge

Trustee Randy Hess

Trustee Wayne LaVair

Deputy Mayor Andy Fraser

Trustee AJ Peck

8. **Department Reports**

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

Building Dept:

CooperVision working on finalizing plans with PB/ZB for expansion.

21 Main Street Addition, Rough framing inspection complete. Next inspection will be insulation.

Permits Closed:

- 24 Browns – Pool
- 4 Browns – Generator
- 34 Chili Ave- Fence
- 55 Chili – Roof
- 34 Scotts/West Hen Rd- Fire Restoration

New Permits:

- 15 West Cavalier- Fence
- 10 Rochester Street- Shed
- 15 Rochester Street – Renovation
- 3 Diana – Roof
- 242 Briarwood- Generator
- 11 Diana- Portch
- 7 Scott Crescent- Wood Stove

Fire Marshal:

69 Rochester Street Fire Suppression system up for Hydo Testing. Elmwood Fire working on system will re-inspect in 30 days.

Code:

Working on Heany with Mayor for ongoing noise issues.

b) **DPW – Todd Schwasman**

**Last Month:**

**Upcoming Month:**

c) **Clerk – Anne Hartman**

*Paper vs. Tablets/Laptops*

*Tax Bills*

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to hire a part-time Deputy Clerk at \$ \_\_\_\_\_ an hour.

**Vote:** Carried ( - )

Mayor Maggie Ridge  
 Trustee Randy Hess  
 Trustee Wayne LaVair

Deputy Mayor Andy Fraser  
 Trustee AJ Peck

9. **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

10. **Mayor's Reports - Maggie Ridge**

- o Canawaugus Park improvements – possibility of new sources of grant funding for the park in 2024
- o Ribbon cutting on October 19<sup>th</sup> at 1:00 PM – cider and donuts. Rain or shine- we have a tent.
- o Forestry Board applied for a grant for a “mature specimen tree.”
- o Main Street Action Plan
- o Kenny is back on October 10 (today)

11. **Old Business**

*Employee Health Insurance*

12. **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

Main St. Information Meeting

Canawaugus Park Kiosk

Blind Spot Mirror

13. **Executive session**

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to enter into attorney/client privilege session at \_\_\_\_\_ pm to discuss two legal matters and an employment offer.

**Vote:** Carried ( - )

Mayor Maggie Ridge  
Trustee Randy Hess  
Trustee Wayne LaVair

Deputy Mayor Andy Fraser  
Trustee AJ Peck

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to adjourn executive session and return to regular session at \_\_\_\_\_ pm.

**Vote:** Carried ( - )

Mayor Maggie Ridge  
Trustee Randy Hess  
Trustee Wayne LaVair

Deputy Mayor Andy Fraser  
Trustee AJ Peck

14. **Adjournment**

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to adjourn the Village Board meeting at \_\_\_\_\_ pm.

**Vote:** Carried ( - )

Mayor Maggie Ridge  
Trustee Randy Hess  
Trustee Wayne LaVair

Deputy Mayor Andy Fraser  
Trustee AJ Peck

**Call to Order** Mayor Maggie Ridge called the September 12, 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

**Approval of Minutes**

**Village Board Meeting Minutes**

*TABLED - 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.

*Tuesday, August 8, 2023*

**Motion** made by Trustee Wayne LaVair and seconded by Deputy Mayor Andy Fraser to approve the minutes of the Tuesday, August 8, 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	AYE
Trustee Wayne LaVair	AYE		

**Treasurer – Jen Talbot**

**Pay Bills:**

**Motion** made by Deputy Mayor Andy Fraser and seconded by Trustee Wayne LaVair to approve payables as listed on the AP Check Register Report through September 12, 2023 and prepaid bills with General Payables totaling \$90,192.61.

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

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

**Treasurers Report:**

**Expenses:**

<u>Overspent Lines</u>		<u>Why?</u>
Mayor Equipment	1,115.81	unbudgeted laptop - but needed
Unallocated Insurance	810.38	Inland marina and policy change for new truck

**Suggested Budget Transfers**

Account Code	Descriptions	To	From
A.1910.4	Unallocated Insurance	\$ 811.00	
A.1990.4	Contingent Account		\$ 811.00
A.1210.4	Mayor Equipment	1,116.00	
A.1325.1	Treasurer Salaries		\$ 1,116.00
		\$ 1,927.00	1,927.00

**Motion** made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to approve the budget transfers as listed above from the September 2023 Treasurers Report in the amount of \$1,927.00.

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

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

**Updates:**

Deduction issues discovered with supplemental insurance dating back to 2021. Several employees will owe back deductions.

We received \$158,611 in 2nd Q Sales Tax - we are on course to exceed budget

Note that General AP checking balance appears overdrawn (due to truck paid at time of delivery).

Sufficient cash was in the account, and additional funds were transferred from CLASS early in September

**Public Before the Board**

Michael Souers - Report to the Village Board re: Fall Tree Plantings

The Forestry Board has identified nine (9) potential planting sites.

We will use six (6) of these sites for our annual Fall planting, 9 AM Saturday morning, Oct 14th.

The site and street addresses are listed below.

The exact location of the tree will be determined in conjunction with the DPW.

1 - Browns Ave (on the school side, across from Home # 35, in proximity to the Fire Hydrant).

2 & 3 - #6 Browns Ave.

4 - #78 Main St.

5 & 6 - #80 Main St.

7 & 8 - #84 Main St.

9 - #11 Rochester St.

We are requesting that the Tree City Brochure "*Join us in welcoming the newest tree to Scottsville!*" is included with the DPW letter sent to the homeowners whose property adjoins the ROW where the trees are to be planted.

Thank you for your cooperation and support.

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

Building Dept:  
CooperVision project and other residential permits

Fire Marshal:  
Performing Main St inspections

Code Enforcement:  
Noise complaint

**DPW – Todd Schwasman****Last Month:**

Quoted and purchased new shirts and hoodies for employees.  
Preparing Johnson Park for Summerfest.  
Fixing a tire on the loader.  
Radar signs went up again on Chili Ave.  
Canawaugus Park parking lot and walkway in continuation.

**Upcoming Month:**

Blacktop prep work on Diana, Heather, and Briarwood.  
Continuing work in Canawaugus Park.  
Preparing leafers for the upcoming leaf season.  
Radar signs are going up on Scott Crecent.  
Terry Tree to assess street tree removals.

**Update**

Garbage truck blew a steel line today, the truck is at CYNCON and should be ready tomorrow.  
Villager Construction will be coming in to fix the collapsed pipe at Rochester and Main.  
Hines Construction will be doing gutter work in the big tract this spring.

**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 Deputy Mayor Andy Fraser and seconded by Trustee Wayne LaVair.

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

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

**Holiday Schedule**

Wednesday, November 22, 2023

Close at Noon (PTO)

November 23-24, 2023	Holidays
December 25, 2023	Holiday
December 26, 2023	PTO
January 1, 2023	Holiday

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

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

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

### **Trustee Updates:**

Deputy Mayor Andy Fraser – Grants and Planning Board/Zoning Board of Appeals  
PB/ZBA meetings on Thursday

Trustee AJ Peck – Procurement and ARPA  
Absent

Trustee Wayne LaVair – DPW  
Nothing to add

Trustee Randy Hess – Historic Commission  
Looking for new members  
Purchase more speed signs for Rochester St. and trim trees to make traffic signs more visible  
Grant funding available for historic signs  
Spotlight homes in the newsletter  
Main St condition

### **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 board 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.

### **Old Business**



Noise Ordinance

Park Designation

The Board is interested in designating the Village owned parcel at Rochester St. and Grove St. as a park. All that is needed is a board resolution. The Board wants to get feedback from the residents, a notice will be published.

**New Business**

**Appointed Officer Residency**

Motion made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to schedule a public hearing on October 10, 2023 at 7:00 pm at the Wheatland Municipal Building, 22 Main St, Scottsville, NY 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 (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee Randy Hess	AYE	Trustee AJ Peck	AYE
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 7:40 pm to discuss the financial history of certain employees and to discuss matters leading to the employment and appointment of a particular person.

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

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

**Motion** made by Deputy Mayor Andy Fraser and seconded by Trustee Wayne LaVair to adjourn executive session and return to regular session at 8:01pm.

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

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

**Privilege Session**

**Motion** made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to enter into privileged session at 8:01 pm to discuss the financial history of certain employees and to discuss matters leading to the employment and appointment of a particular person.

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

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

**Motion** made by Deputy Mayor Andy Fraser and seconded by Trustee Wayne LaVair to adjourn executive session and return to regular session at 8:18pm.

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

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

**Adjournment**

**Motion** made by Trustee Randy Hess and seconded by Mayor Maggie Ridge to adjourn the Village Board meeting at 8:25 pm.

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

Mayor Maggie Ridge      AYE

Trustee Randy Hess      AYE

Trustee Wayne LaVair    AYE

Deputy Mayor Andy Fraser      AYE

Trustee AJ Peck                      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.



**Seller:**

**The PinPoint Group, Inc.**  
 PO Box 185  
 15 East Buffalo Street  
 Churchville, NY 14428  
 585-293-2320  
 585-293-2321 fax

**QUOTE**

**Quote #** PPGQ5208  
**Date** 10/04/23  
**Sales Rep.** jkyle

**Quote To:**

Scottsville, Village of  
 Anne Hartman  
 22 Main Street  
 Scottsville, NY 14546  
 USA

**Ship To:**

Scottsville, Village of  
 Anne Hartman  
 22 Main Street  
 Scottsville, NY 14546  
 USA

Project Description	Terms	F.O.B.
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Laptops for board members

NET 30

SHIP PT.

Qty	Part Num	Description	Unit Price	Ext. Price
4	7484241	Lenovo ThinkPad E14 Gen 5 AMD Ryzen 5 7530U 2GHz 14Inch 1920 x 1200 DDR4 8GB AMD Radeon Graphics FHD 1080p camera with Privacy Shutter Windows 11 Pro 802.11 ax wireless. BT	\$700.35	\$2,801.40

- All prices are in US Dollars.
- Applicable Sales Tax and Shipping charges will be included in the Invoice unless specified in this quote.
- To place an order, please complete the Quote Approval portion of this document and send to The PinPoint Group via e-mail: [purchasing@pinpointgroup.com](mailto:purchasing@pinpointgroup.com) or fax: (585) 293-2321.

SubTotal	\$2,801.40
Sales Tax	\$0.00
<b>Total</b>	<b>\$2,801.40</b>

**Quote Approval**

I am an authorized representative of the buyer. I agree to the Terms and Conditions of Sale, and I accept this proposal.

Name	Signature	Date	PO Number