

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 December 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, November 14, 2023*

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to approve the minutes of the *Tuesday, November 14, 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. **Treasurer – Paula Parker**

**Pay Bills:**

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to approve payables as listed on the AP Check Register Report through December 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 December 2023 Treasurers Report.

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

Mayor Maggie Ridge

Trustee Randy Hess

Trustee Wayne LaVair

Deputy Mayor Andy Fraser

Trustee AJ Peck

6. **Public Before the Board**

7. **Department Reports**

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

Building Dept:

Fire Marshal:

Code Enforcement:

b) **DPW – Todd Schwasman**

**Last Month:**

**Upcoming Month:**

c) **Clerk – Anne Hartman**

Recycling Letters

Hire Deputy Clerk

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**

10. **Old Business**

Baseball Field

11. **New Business**

Amendment to Village/Town and Irondequoit Bay South Central Pure Waters District Intermunicipal Construction and Service Agreement

Page 4 Construction Paragraph 2 replacement

2. The VILLAGE will finance all VILLAGE/TOWN costs including but not limited to, costs associated with planning, design, construction, inspection, engineering, legal administration, and other costs of the LOCAL PROJECT and REGIONAL PROJECT. These costs are estimated to be \$3,590,000 as shown on Exhibit C. The VILLAGE shall calculate both VILLAGE and TOWN shares of the annual debt service payment each year based on the number of “EQUIVALENT DWELLING UNITS” (“EDUs”) located in each municipal jurisdiction in that year. The VILLAGE and TOWN EDUs will be expressed as percentages of the total number of combined VILLAGE and TOWN EDUs applied against the annual debt service payment. The VILLAGE and TOWN list of EDUs shall be reviewed by a Scottsville Wheatland Regional Sanitary Sewer Committee\* (SWRSSC) every two (2) years, or as residential and/or commercial projects that materially increase the flow. \*\*

\*The SWRSSC was formed following completion of construction and commissioning of the LOCAL PROJECT and REGIONAL PROJECT and is comprised of the following six (6) members: VILLAGE and TOWN Code Enforcement Officers, VILLAGE Treasurer, a VILLAGE Trustee, the VILLAGE DPW Superintendent and the TOWN Highway Superintendent.

\*\*The SWRSSC agreed to set the percentage based on a five-year average of equivalent units as of January 2023. The current percentage is calculated to be 72% VILLAGE responsibility and 28 % TOWN responsibility. This percentage will remain in effect until a review by the Committee determines that the percentage difference exceeds 1%.

3. The VILLAGE shall invoice the TOWN semi-annually by January 1<sup>st</sup> and July 1<sup>st</sup> for the TOWN share of the annual debt service payment for the cost of the LOCAL PROJECT and REGIONAL PROJECT. Upon receipt of this semi-annual debt service invoice, the TOWN shall pay the VILLAGE by means of a lump sum payment. The TOWN shall pay semi-annually by February 1<sup>st</sup> and August 1<sup>st</sup>.

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to adopt the amendment to Village/Town and Irondequoit Bay South Central Pure Waters District Intermunicipal Construction and Service Agreement as submitted.

**Vote:** Carried ( - )

Mayor Maggie Ridge  
Trustee Randy Hess  
Trustee Wayne LaVair

Deputy Mayor Andy Fraser  
Trustee AJ Peck

Historic Preservation Commission

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to appoint the following members to the Historic Preservation Commission on the recommendation of the current members of the Historic Preservation Commission.

Kyle Semmel with a term ending April 2024  
Joyce Magann with a term ending April 2025

**Vote:** Carried ( - )

Mayor Maggie Ridge  
Trustee Randy Hess  
Trustee Wayne LaVair

Deputy Mayor Andy Fraser  
Trustee AJ Peck

Chicken Permit

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to grant a special permit for the chicken permit application at 20 Rochester St as per Village Code Chapter 54-26.

**Vote:** Carried ( - )

Mayor Maggie Ridge  
Trustee Randy Hess  
Trustee Wayne LaVair

Deputy Mayor Andy Fraser  
Trustee AJ Peck

Speed Radar Signs

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to purchase two (2) additional Speed Radar Signs from Traffic Systems Incorporated in an amount not to exceed \$6,310.00.

**Vote:** Carried ( - )

Mayor Maggie Ridge  
Trustee Randy Hess  
Trustee Wayne LaVair

Deputy Mayor Andy Fraser  
Trustee AJ Peck

Tent Purchase

12. Executive session

**Motion** made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to enter into executive session at \_\_\_\_\_ pm to discuss a particular employee matter.

**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

13. **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

Village of Scottsville  
Board of Trustees Meeting  
Tuesday, November 14, 2023 6:30 pm  
Wheatland Municipal Building  
UNAPPROVED Meeting Minutes

**Call to Order** Mayor Maggie Ridge called the November 14, 2023 Village of Scottsville Board of Trustees to order at 6:30pm.

**Pledge of Allegiance to the Flag**

**Pledge of Allegiance to the Flag**

Present: Maggie Ridge, Mayor  
Andy Fraser, Deputy Mayor  
Wayne LaVair, Trustee  
AJ Peck, Trustee

Absent: Randall Hess, Trustee

Also Present: Lauren Baron, Attorney  
Paula Parker, Treasurer  
Anne Hartman, Clerk

**Approval of Minutes**

**Village Board Meeting Minutes**

*Tuesday, October 10, 2023*

**Motion** made by Deputy Mayor Andy Fraser and seconded by Trustee AJ Peck to approve the minutes of the *Tuesday, October 10, 2023* Village Board Meeting as submitted.

**Vote:** *Carried 3-0-1 Abstention*)

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

**Public Before the Board**

Rob Richardson – GFLRPC

Helps communities obtain Clean Energy Communities status

This opens up opportunities for grant monies for other clean energy projects

First step toward Climate Smart Communities designation with larger grant opportunities.

Service is at no cost to the Village

The Clerk will work with Mr. Richardson to facilitate this.

**Treasurer – Paula Parker**

**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 November 14, 2023 and prepaid bills with General Payables totaling \$217,878.93.

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

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

**Treasurers Report:**

**Expenses:**

**Overspent Lines**

A.5110.4 Street Maintenance Contractual **12,269.29**

**Why?**

*CHIPS - will be amended upon project completion*

Suggested Budget Transfers:

Account Code	Descriptions	To	From
A.1010.2	Board Equipment	\$ 2,830.00	
A.1990.4	Contingency		\$ 2,830.00
		<u>\$2,830.00</u>	<u>\$2,830.00</u>

**Motion** made by Deputy Mayor Andy Fraser and seconded by Trustee Wayne LaVair to approve the budget transfers as listed above from the November 2023 Treasurers Report in an amount not to exceed \$2,830.00.

**Vote:** Carried 4-0)

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

CEO Cell Phone

**Motion** made by Deputy Mayor Andy Fraser and seconded by Trustee AJ Peck to direct the Treasurer to look at the Code Enforcement budget to purchase a Village issued phone.

**Vote:** Carried 4-0)

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

**Updates:**

New York State ERS retirement bill was paid in November and came in slightly under budget. Cashflow was impacted by payments for road materials for CHIPS.

Department ReportsBuilding Inspector/Code Enforcement OfficerBuilding Dept:

- CooperVision is working on finalizing plans with PB/ZB for expansion.
- 21 Main Street addition, rough framing and insulation inspections complete, final inspection will be next.
- 15 Rochester Street remodel coming along nicely.
- A handful of new permits issued for small jobs, mainly roofs and generators this time of year.
- Permits Closed:
  - 15 West Cavalier- Fence
  - 10 Rochester Street- Shed
  - 3 Diana – Roof
  - 242 Briarwood- Generator
  - 11 Diana- Portch
  - 7 Scott Crescent- Wood Stove

Will be working on the yearly list and making sure jobs are finalized before sending list to the Assessor.

Fire Marshal:

- 69 Rochester Street Fire Suppression system up for Hydo Testing. Elmwood fire working on system will re-inspect in 30 days. Project competed. 11/1/23
- Two call outs by Fire Dispatch, nothing major turned out from the incidents.

Code:

- Continuously working on Heany with Mayor and Village attorney for ongoing noise issues.
- Working on fire inspections/code inspections looking for code violations to clean up the look of Main Street. Will have an update next month.
- Plumbing /Sewer issue on East Genesse Street resolved between the neighbors and contractors. Neighbor had a plumbing line relined without knowing they tied together blocking the use of the others.
- 11 Rochester Street needs a VB vote on a chicken permit. Per the code the resident does not have the ½ acre requirement. This property has had chickens for a bit and was noticed when a complaint was filed. Application is on my desk for review. I have had no complaints, and the coop is in good condition up to the board what they would like to do. Please advise and I will follow up. (The lot is about .4 acres)
- 20 Rochester Street also has chickens, and the homeowner has been advised they need approval; no permit has been received at this time.

**DPW – Todd Schwzman**

**Motion** made by Deputy Mayor Andy Fraser and seconded by Trustee AJ Peck to advertise the position of Part-time or Full-time CDL driver at \$20-25 and hour.

**Vote:** Carried 4-0)

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

**Clerk – Anne Hartman**Village Election Polling Place Designation

**MOTION:** made by Trustee AJ Peck and seconded by Deputy Mayor Andy Fraser that the designated polling place for the Village of Scottsville Election to be held on March 19, 2024 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 Randy Hess	ABSENT	Trustee AJ Peck	AYE
Trustee Wayne LaVair	AYE		

Instream Agreement

**Motion** made by Trustee Wayne LaVair and seconded by Trustee AJ Peck to authorize the mayor to sign the Instream Software Support Agreement term ending December 7, 2023 in an amount of \$2,210.00.

**Vote:** Carried 4-0)

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

Village Tax Bill Surrender

**Motion** made by Deputy Mayor Andy Fraser and seconded by Trustee Wayne LaVair to authorize the Clerk to surrender the unpaid 2023 tax bills to Monroe County for relevy in an amount of \$10,110.10 .

**Vote:** Carried 4-0)

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

Interviewing for Deputy Clerk

Residency Requirement Local Law 2-2023 has been filed with the state.

**Trustee Updates:**

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

- Planning and Zoning are still working with CooperVision, nothing has been finalized.
- Zoning is looking into recommendations on the noise ordinance.
- Some of the grants Mr. Richardson spoke about are limited in scope, we should be pursuing LED grants.

Trustee AJ Peck – Procurement and ARPA

Continue to get more quotes with additional funds, should consider putting in a rubberized floor under the pavilion.

A park planner design would be helpful.

Trustee Wayne LaVair – DPW

Busy with leaf pick up and gathering quotes for sewer lining, it is difficult to get a call back.

Trustee Randy Hess – Historic Commission

Several members left the HPC for various reasons. Working on leads to fill those positions.

**Mayor's Reports - Maggie Ridge**

Ribbon cutting for Canawaugus Park was a success. We borrowed the tent again from Chuck (Reminiscence Diner). He has offered to sell it to us for \$2,000. It was easy for the DPW to set up. We will need to determine the depreciated value before making a decision.

**Old Business**

Blindspot Mirror

We can legally put one up, first determine if it is in the Village ROW, it cannot go on private property. Will it help to trim the bushes that cause the sight issue?

Radar Signs

We will wait for the quote for any decision.

**New Business**

Sale of property to WSJFD

**RESOLUTION**

**WHEREAS**, the Village of Scottsville (the “Village”) and Wheatland-Scottsville Joint Fire District (the “Fire District”) previously entered into a Purchase and Sale Contract concerning the sale of a portion of real property located at 385 Scottsville Munford Road in the Village (the “Property”) containing an existing fire station (the “Contract”); and

**WHEREAS**, in accordance with the New York State Environmental Quality Review Act, Article 8 of the Environmental Conservation Law and the regulations adopted pursuant thereto at 6 NYCRR Part 617, as amended, the Village Board of Trustees on October 11, 2022 adopted a resolution issuing a Negative Declaration for the proposed action.



**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES** that the Contract is ratified, and the Village Mayor is authorized to execute and deliver any and all documents necessary to sell the Property to the Fire District as contemplated in the Contract, subject to the review and approval of the attorney for the Village.

The adoption of the foregoing Resolution was moved by Mayor Maggie Ridge, seconded by Deputy Mayor Andy Fraser, and duly put to vote, which resulted as follows:

	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Absent</i>
Mayor Maggie Ridge	[ X ]	[ ]	[ ]	[ ]
Deputy Mayor Andy Fraser	[ X ]	[ ]	[ ]	[ ]
Trustee AJ Peck	[ X ]	[ ]	[ ]	[ ]
Trustee Wayne LaVair	[ X ]	[ ]	[ ]	[ ]
Trustee Randy Hess	[ ]	[ ]	[ ]	[ X ]

The Resolutions were thereupon duly adopted.

**Executive session**

**Motion** made by Deputy Mayor Andy Fraser and seconded by Trustee Wayne LaVair to enter into executive session at 8:07pm to discuss information related to the future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed and to discuss proposed litigation.

**Vote:** Carried 4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee Randy Hess	ABSENT	Trustee AJ Peck	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 8:49pm.

**Vote:** Carried 4-0)

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

**Adjournment**

**Motion** made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to adjourn the Village Board meeting at 8:51pm.

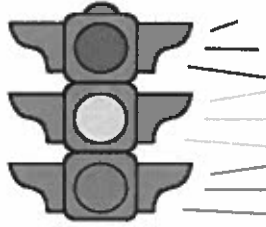
**Vote:** Carried 4-0)

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

Respectfully submitted by:



Anne Hartman  
Village Clerk



# Traffic Systems Incorporated

1 CORPORATE DRIVE, STE 1  
HOLTSVILLE, NY 11742  
PH: (631) 242-4292  
FAX: (631) 242-4296

Reference: Radar Sign Pricing

12/04/23

We are pleased to quote the following

ITEM NO.	DESCRIPTION	UNIT	BID UNIT	Qty	BID TOTAL
TC-400B	Battery Powered 11" LED Radar Speed Display includes Mounting Bracket and (2) Field Replaceable Batteries up to 3 weeks operation between charges Charger and WIFI Communications	EA.	\$2,795.00	2	\$5,590.00
SS002	StreetSmart Data Option	EA.	\$265.00	2	\$530.00
	Freight for TC400B	EA.	\$95.00	2	\$190.00
	<b>Total with Freight</b>				<b>\$6,310.00</b>