

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 January 9, 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, December 12, 2023

Motion made by Trustee _____ and seconded by Trustee _____ to approve the minutes of the *Tuesday, December 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**

Kevin Marks, Trail Town

6. **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 January 9, 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 January 2024 Treasurers Report.

Vote: Carried (-)

Mayor Maggie Ridge
Trustee Randy Hess
Trustee Wayne LaVair

Deputy Mayor Andy Fraser
Trustee AJ Peck

Budget Workshop Dates

- January 30, 2024
- February 20, 2024
- March 5, 2024
- March 19 or 26, 2024

Motion made by Trustee _____ and seconded by Trustee _____ to set the above listed dates as Budget Workshops for the 2024-2025 Fiscal Year meetings start at 6:00 pm.

Vote: Carried (-)

Mayor Maggie Ridge
 Trustee Randy Hess
 Trustee Wayne LaVair

Deputy Mayor Andy Fraser
 Trustee AJ Peck

7. **Department Reports**

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

Building Dept:

Fire Marshal:

Code Enforcement:

b) **DPW – Todd Schwasman**

Last Month:

Upcoming Month:

Motion made by Trustee _____ and seconded by Trustee _____ to authorize Todd Schwasman, DPW Superintendent, to sign the renewal of the Monroe County Annual Maintenance Permit for 2024.

Vote: Carried (-)

Mayor Maggie Ridge
 Trustee Randy Hess
 Trustee Wayne LaVair

Deputy Mayor Andy Fraser
 Trustee AJ Peck

c) **Clerk – Anne Hartman**

- Deputy Clerk
- CDL Queries completed
- Election notices published
- Johnson Park rental (EC)

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

11. New Business

2024-2025 Tax Cap Override:

Motion made by Trustee and seconded by Trustee to set a Public Hearing for Tuesday, February 13, 2024, at 7:00 pm to consider Local Law 1-2024 to override the tax cap for the 2024-2025 budget year.

Vote: Carried (-)

Mayor Maggie Ridge
Trustee Randy Hess
Trustee Wayne LaVair

Deputy Mayor Andy Fraser
Trustee AJ Peck

Canawaugus Park Kiosk

Motion made by Trustee and seconded by Trustee to accept ownership of the new kiosk at Canawaugus Park from the Wheatland Trail Town Committee.

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

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
pm.

and seconded by Trustee

to adjourn the Village Board meeting at

Vote: *Carried (-)*
Mayor Maggie Ridge
Trustee Randy Hess
Trustee Wayne LaVair

Deputy Mayor Andy Fraser
Trustee AJ Peck

Motion made by Mayor Maggie Ridge and seconded by Trustee Wayne LaVair to approve payables as listed on the AP Check Register Report through December 12, 2023 and prepaid bills with General Payables totaling \$44,634.36.

Vote: Carried (5-0)

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

Treasurers Report:

Budget Transfers:

Suggested Budget Transfers

| Account Code | Descriptions | To | From |
|--------------|--|---|-----------|
| A.1450.4 | Elections Contractual (advertising expenses) | \$ 260.00 | |
| A.7140.4 | Recreation Contractual (Greenway project) | \$ 492.00 | |
| A.1990.4 | Contingency | | \$ 752.00 |
| | | (through December 12, 2023 claims paid) | |
| | | \$ 752.00 | 752.00 |

Motion made by Mayor Maggie Ridge and seconded by Deputy Mayor Andy Fraser to approve the budget transfers as listed above from the December 2023 Treasurers Report in an amount not to exceed \$752.00.

Vote: Carried (5-0)

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

Expenses:

Overspent Lines

Why?

| | | |
|---|-----------|---|
| A.5110.4 Street Maintenance Contractual | 15,845.66 | CHIPS - will be amended upon project completion |
|---|-----------|---|

Updates:

New York State ERS retirement bill was paid in November and came in slightly under budget.

Cashflow was positively impacted by the November sales tax receipts (\$167,888.04). Sales tax is trending about budget.

Department Reports

Building Inspector/Code Enforcement Officer

Building Dept:

- CooperVision final noise study sent to PB/ZB for review.
- 21 Main Street insulation inspection completed; owner will be coming in the next few months for a Special Use Permit for a possible café located in the location. Owner working on paperwork.

- Working with 18 Maple Street (Art Gallery) on the possibility of opening up the old wood shop in the rear for a wood working adult school.
- Following up with old permits to see if they have been closed out before I send the year-end report to the Town Assessor.
- 15 Rochester Street work still progressing on rehab.
- Handful of FOIL requests processed for zoning or health and safety violation reports.
- Need VB approval for the Chicken Permit located at 20 Rochester, meets all requirements per code and coop has been inspected. See attached permit.
- 11 Rochester Street Chicken permit waiting on homeowner to request a variance for lot size. (will be following up)

Fire Marshal:

- Working with the Diner to replace the sign or remove the deteriorating sign on Main Street.
- Keeping an eye on Main Street overnight parking
- Still working with Mayor on Heany noise complaints and our next step in action.

Code Enforcement:

- Working on completing annual inspection for the year.
- No FD call outs for November.

DPW – Todd Schwasman

Last Month:

- Leaf season is complete as of 12-11-23
- Major repairs on the older leafer are finished (main bearings)
- Snow removal equipment is ready to go
- Street tree removal has been completed
- The brush pile has been hauled off site to the recycling plant thanks to help from the Town of Wheatland.

Upcoming Month:

- During the winter the plywood leaf boxes need to be repaired
- Safety training to be completed
- Work to improve the village dump
- Concentrate on keeping the village fleet up and running
- Stump grinding

Clerk – Anne Hartman

Recycling Letters
Hire Deputy Clerk

EZPass on the Go Agreement

Motion made by Trustee Wayne LaVair and seconded by Trustee AJ Peck to allow the Clerk to sign the E-ZPass On-the-Go Retail Program Agreement as submitted.

Vote: Carried (5-0)

| | | | |
|----------------------|-----|--------------------------|-----|
| 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
Wrapping up the CooperVision project, the Zoning board will review the noise ordinance.

Trustee AJ Peck – Procurement and ARPA
Working with Finger Lakes Playgrounds, September 2024. The Board discussed a splash pad or community pool; this would require engineer plans (ARPA) and a pump station (grant)

Trustee Wayne LaVair – DPW
Creating a list of winter tasks and looking ahead to a summer plan.

Trustee Randy Hess – Historic Commission
HPC still needs one more member. The other three new members are excited to be a part.

Mayor's Reports - Maggie Ridge

Continue working on the noise complaints.
Edit the Pure Waters agreement

Old Business

Baseball Field

New Business

SEORA Resolution Village of Scottsville, Town of Wheatland and Irondequoit Bay South Central Pure Waters District Intermunicipal Construction and Service Agreement

RESOLUTION

WHEREAS, the Village of Scottsville (the “Village”), the Town of Wheatland (the “Town”), and Irondequoit Bay South Central Pure Waters District previously entered into an intermunicipal construction and service agreement regarding the Village and Town sewerage systems dated August 2, 2012 (the “Agreement”); and

WHEREAS, the Village and Town desire to amend certain sections of the Agreement regarding billing and logistical implementation of the Agreement (the “Amendment”); 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 (collectively referred to as “SEQRA”), the Village must satisfy the applicable requirements set forth in SEQRA, as necessary, prior to making a final determination whether to undertake the Amendment; and

WHEREAS, the Village Board of Trustees has completed its review of Parts 2 and 3 of the Short Environmental Assessment Form (“EAF”); and

WHEREAS, the Village Board of Trustees has given consideration to the criteria for determining significance as set forth in 6 NYCRR § 617.7(c) and the information contained in Parts 1, 2 and 3 of the Short EAF.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF SCOTTSVILLE AS FOLLOWS:

Section 1. The Amendment is classified as an Unlisted Action as it does not exceed any existing thresholds of the Type I list as established through 6 NYCRR § 617, and each of the Whereas Clauses in this Resolution are incorporated by reference as specific findings of this Resolution and shall have the same effect as the other findings herein.

Section 2. The Village Board of Trustees has considered the significance of the potential environmental impacts of the Amendment by: (i) carefully reviewing and examining the responses to the Short EAF, and completing the analyses for Parts 2 and 3 of the Short EAF, together with examining other information and documents concerning the Amendment, to identify the relevant areas of environmental concern with respect to potential impacts to land, geological features, stormwater and groundwater, wetlands, flooding, air, historic, archaeological and other recognized and/or protected resources, plants and animals, including threatened or endangered species, noise, odor, or light, human health, critical environmental areas, open space and recreation, aesthetic resources, transportation, agriculture, community character and cumulative impacts, if any, and other potential impacts as required by applicable regulation; (ii) considering the criteria set forth in 6 NYCRR § 617.7(c); and (iii) thoroughly analyzing the identified areas of relevant environmental concern.

Section 3. Based upon a review by the Village Board of Trustees of the Short EAF and supporting information and documents concerning the Amendment, the Village Board of Trustees hereby finds that the Amendment will result in no potential significant adverse environmental impacts requiring the preparation of an environmental impact statement for the Amendment. The Village Board of Trustees thus issues a Negative Declaration for the action pursuant to 6 NYCRR § 617.7. The reasoning supporting the Village Board of Trustees' determination of significance for the Amendment is more fully set forth in the Part 3 Determination of Significance.

Section 4. The Village Board of Trustees accepts the findings contained in Parts 2 and 3 of the Short EAF and directs the Mayor to sign and date Part 3 of the Short EAF.

Section 5. The requirements of SEQRA have been satisfied and this Resolution shall take effect immediately.

The adoption of the foregoing Resolution was moved by Mayor Maggie Ridge, seconded by Trustee AJ Peck to approve the SEQRA resolution as drafted by the Village Attorney 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] | [] | [] | [] |
| Trustee Andy Fraser | [] | [] | [X] | [] |
| Trustee AJ Peck | [X] | [] | [] | [] |
| Trustee Wayne LaVair | [] | [] | [X] | [] |
| Trustee Randy Hess | [X] | [] | [] | [] |

The Resolution was thereupon duly adopted.

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 materially increase the flow. The SWRSSC shall be comprised of six (6) members as follows:

The TOWN Code Enforcement Officer.

- The VILLAGE Code Enforcement Officer.
- A VILLAGE Board member
- The TOWN Highway Superintendent.
- The VILLAGE Department of Public Works Superintendent.
- The VILLAGE Treasurer.

As of the date of this Amendment, the current percentage of EDUs is calculated to be 72% EDUs in the VILLAGE and 28% EDUs in the TOWN. This percentage shall remain in effect until a review by the SWRSSC determines that the difference in either of the calculated percentages exceeds 1%.

3. The VILLAGE shall invoice the TOWN semi-annually by January 1st and July 1st 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 1st and August 1st.

SERVICES (p. 6)

Delete “This EDU proportion shall be reviewed and updated annually by the SWRSSC, and this proportion shall not be challenged by either the VILLAGE or TOWN.”

Insert “This EDU proportion shall be reviewed and updated by the SWRSSC every two (2) years or as residential and/or commercial projects materially increase the flow. The proportion may not be challenged by either the VILLAGE or TOWN, unless such proportion deviates from the proportion set forth in the prior year by greater than 50%.”

Motion made by Trustee AJ Peck and seconded by Trustee Randy Hess to adopt the amendment to Village/Town and Irondequoit Bay South Central Pure Waters District Intermunicipal Construction and Service Agreement as submitted. And authorize the Mayor to sign any and all documents related to the amendment and subject to the Village Attorney approval.

Vote: Carried (3-0-2 Abstentions)

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

Historic Preservation Commission

Motion made by Mayor Maggie Ridge and seconded by Trustee Randy Hess 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 (5-0)

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

Chicken Permit

20 Rochester St as per Village Code Chapter 54-26 – sent to the Zoning Board of Appeals for an area variance. Property size does not meet the half acre requirement.

Speed Radar Signs

Motion made by Mayor Maggie Ridge and seconded by Deputy Mayor Andy Fraser to purchase two (2) additional Speed Radar Signs from Traffic Systems Incorporated in an amount not to exceed \$6,310.00.

Vote: Carried (5-0)

| | | | |
|----------------------|-----|--------------------------|-----|
| 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 6:39 pm to discuss a particular employee matter.

Vote: Carried (5-0)

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

Motion made by Mayor Maggie Ridge and seconded by Trustee Wayne LaVair to adjourn executive session and return to regular session at 6:58 pm.

Vote: Carried (5-0)

| | | | |
|----------------------|-----|--------------------------|-----|
| 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 Deputy Mayor Andy Fraser and seconded by Trustee AJ Peck to adjourn the Village Board meeting at 6:58 pm.

Vote: Carried (5-0)

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

Respectfully submitted by:



Anne Hartman
Village Clerk