

**Call to Order** Mayor Maggie Ridge called the March 12, 2024 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  
AJ Peck, Trustee

Also Present: John Mancuso, Attorney  
Paula Parker, Treasurer  
Todd Schwasman, DPW Superintendent  
Anne Hartman, Village Clerk  
0 Residents

**Approval of Minutes**

**Village Board Meeting Minutes**

*Tuesday, February 13, 2024*

**Motion** made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to approve the minutes of the *Tuesday, February 13, 2024* Special Meeting 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		

*Tuesday, February 20, 2024*

**Motion** made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to approve the minutes of the *Tuesday, February 20, 2024* Budget 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	ABSTAIN		

*Thursday, February 22, 2024*

**Motion** made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to approve the minutes of the *Thursday, February 22, 2024* CDBG Meeting as submitted.

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

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

**Public Before the Board**

SAA requested new dugouts at Johnson Park – that portion of the park belongs to the church, we need to look at what we can do on property we do not own.

**Treasurer – Paula Parker**

Pay Bills:

**Motion** made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to approve payables as listed on the AP Check Register Report through March 12, 2024 and prepaid bills with General Payables totaling \$34,584.80.

**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:

Suggested Budget Appropriations  
 Account Code            Descriptions

Appropriations:

Revenues:

A.2660	Sale of Real Property	\$ 805,500.00
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Expenses:

A.1440.4	Engineering/Other fees	500.00
A.9710.6	Debt Service - Principal	805,000.00

\*Record sale of Firehouse and appropriate funds for payoff & Municipal Solutions Services (DTC & EMMA notices)

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\$ 1,611,000.00

Budget Public Hearing

**Motion** made by Mayor Maggie Ridge and seconded by Trustee AJ Peck to set a public hearing at the Wheatland Municipal Building, 22 Main Street, Scottsville, New York 14546 on April 9, 2024 at 7:00 pm to adopt the 2024-2025 Budget.

**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		

Clerk Salary

**Motion** made by Mayor Maggie Ridge and seconded by Trustee AJ Peck to convert the Clerk from hourly to salaried compensation at \$60,000 a year with a 35 hour work week and a retroactive start date of the pay period 2/18/2024-3/2/2024 check date of 3/8/2024.

**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		

DPW Furniture

**Motion** made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to approve the expenditure up to \$4,000.00 for new furniture for the DPW breakroom and direct the Treasurer to make the appropriate modifications to the budget.

**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		

No budget transfers needed for February.

Appropriations to increase the budget (less \$75,000 principal and interest budgeted) for the sale of the Firehouse to the Fire District. This includes \$500 for Municipal Solutions for notifications needed to Depository Trust Company and the EMMA event. Payment is due May 1, 2024.

### **Department Reports**

#### **Building Inspector/Code Enforcement Officer**

- New permits
  - 792 North Rd fence
  - 214 Briarwood new roof
  - 6 Genesse St residential addition
  - 22 Browns Grove residential addition
  - 4 Kase Street residential addition
- Old Permits
  - 37 Chili Ave closed fence permit
  - 15 Rochester Street - Interior framing ongoing
- Working with residents on applications
  - Cemetery by DPW
  - Briarwood Dr - shed or garage addition
  - Pool deck permit

Still waiting on CooperVision building plans

Attended NYSEDA clean energy seminar on 3/7/24

Follow-up on new permit fees that were sent out last month for Board approval.

#### **Fire Marshal:**

- 3/13 Fire inspection scheduled for Union Presbyterian Church
- 6 Roch Working on interior fire renovation.

#### **Code :**

- Ongoing parking issues on Main Street
- Heany noise issues
- 48 Main Tenant issues with security cameras being placed in public areas towards one resident's front door.

Tenant/Landlord issue nothing the village handle.

- Complaint that unpermitted work is being performed at 13 Main, Will follow up with this situation. No permits have been issued and have not noticed any construction.

No new business for Historical Board.

I will be out of town for a family vacation 3/31- 4/8 will have cellular and email capabilities while I am gone. Will secure a on call Fire Marshal from neighboring town while I am gone.

#### **Village Fee Increase**

**Motion** made by Deputy Mayor Andy Fraser and seconded by Trustee Randy Hess to approve the proposed fee schedule effective April 1, 2024.

**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

### **DPW – Todd Schwasman**

North Road Townhomes garbage pick up – the logistics are not feasible in regards to space and number of garbage and recycling totes needed

Reconditioning of the benches has been completed and put back in place throughout the village.

Kenyan Pipeline completed cleaning and videoing Maple Street and Wyvil Ave. As the first step of cure in place lining.

The DPW installed a riser and lid for a missing manhole that we discovered during videoing.

The bike rack and tool station has been installed in Canawaugus Park.

Vehicle maintenance and repair is ongoing. The 2004 International 7400 is out for transmission repairs at Caledonia Diesel.

Discuss a new truck

### **Executive session**

**Motion** made by Mayor Maggie Ridge and seconded by Trustee AJ Peck to enter into executive session at 7:15 pm to discuss two particular employee compensation matters.

**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 AJ Peck to adjourn executive session and return to regular session at 7:30 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		

**Motion** made by and seconded by Deputy Mayor Andy Fraser to increase payrate of Jonathan Bumbarger to \$24.25 effective April 22, 2024 after a satisfactory 90 review.

**Vote:** *Carried (4-0-1 Abstention)*

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

### **Clerk – Anne Hartman**

SAM Registration Renewal System for Award Management, used for receiving federal grant money

NYSLRS Gold Certification completed, have two more training sessions to do the monthly reports

Retiree Dental Benefits – Should we offer to the retirees at 100% payment by retiree just like the employees. This will take a Handbook amendment

Johnson Park – AED needed for youth programs. We need to consider placement and access to the teams. Charging groups for the cleaning fee – we did not discuss

**Motion** made by Deputy Mayor Andy Fraser and seconded by Trustee Wayne LaVair to allow the Clerk to apply to the AED Grant Program for the acquisition of two AEDs.

**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		

Deputy Clerk

**Motion** made by Mayor Maggie Ridge and seconded by Trustee Wayne LaVair to raise the Deputy Clerk hourly rate to \$19 per hour effective on the end of a 90 day probation period and a satisfactory review effective March 14, 2024

**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  
Attorney Mancuso presented PB/ZBA 101 training to fulfill one of the required 4 hours annually.

Trustee AJ Peck – Procurement and ARPA  
Will look into dugouts for Johnson Park.

Trustee Wayne LaVair – DPW  
Will work with DPW on vehicle options and summer projects

Trustee Randy Hess – Historic Commission  
Historic Commission working on an educational piece to present to the community

### **Mayor's Reports - Maggie Ridge**

- Met with Supervisor Kirch – discussed the Village doing SummerFest and the Town doing the Parade of Lights
- Working on the 2024 Community Development Block Grant to do Phase II of the gutter work in the big track
  - Phase I 2023 CDBG work being done this summer – gutters on Diana Dr. from Chili Ave to Heather Lane and Heather Lane
  - Phase II 2024 CDBG all of Briarwood
  - Phase III 2025 CDBG the rest of Diana
- Met with the new owners of Heany Industries to discuss the noise complaints
- Working on the Clean Energy Checklist to open us to more grants
- Monroe County Mayors dinner is at Midvale on April 27

### **Old Business**

### **New Business**

NYCOM Annual Conference

**Motion** made by Deputy Mayor Andy Fraser and seconded by Trustee Wayne LaVair to send the Mayor to the NYCOM Annual Conference May 15-17 2024.

**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		

Garage Sale Trail

GTM Solar - The Board recommends hire a local electrician to inspect and maintain the solar panels

Bill Review Schedule can be found in the Trustee folder on the laptops. Phone numbers included, if you can't review on your scheduled month, please find a substitute.

Resolution to establish benchmarking requirements for municipal buildings  
Attorney Mancuso recommended to revise the language to make it fit the Village.

Main Street Parking Complaint  
4 Paws Grooming requested the 2 hour parking on Main St be enforced. The cars that routinely exceed the limit cause hardship for customers. Will consider simpler signage and pay closer attention to Code Enforcement.

**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 (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