



## REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF WATKINS GLEN HELD TUESDAY, OCTOBER 4, 2022

### PLEDGE OF ALLEGIANCE

The public session of the meeting was called to order at 6:05 pm by Deputy Mayor Louie Perazzini. Present were Deputy Mayor Louie Perazzini, Trustee Laurie DeNardo, Trustee Nan Woodworth, Superintendent of Public Works Terry Wilcox, Village Clerk Fred Warrick and Village Treasurer Angela Ventra. Also present were Superintendent of Parks and Recreation Craig Bond, Code Enforcement Officer Scot Cole and Water Department Supervisor Meghan Fox. Absent was Trustee Bob Carson and Sergeant-In-Charge Ethan Mosher. There were approximately 7 other persons in attendance.

### PUBLIC HEARING

Trustee Laurie DeNardo motioned to open the Public Hearing for the Amendment to Local Law #1 of 2022, Zoning Map Amendment. Trustee Nan Woodworth seconded the motion.

Kristin Van Horn presented the summary details of the Amendment to Local Law #1 of 2022, Zoning Map Amendment that was previously discussed at the September 6, 2022 Board meeting. She explained that the amendment would move one (1) parcel which contains the former Guthrie building, part of the Lake Front District, into the Village Center, which is directly adjacent to it. In doing this, it will provide a service to the community that is not currently available anywhere in Schuyler County. There is a potential tenant that could provide Dialysis services, but under the current zoning a medical clinic is not allowed in the Lake Front District. Moving this single parcel into the Village Center would allow that building to be a permitted use with site plan approval so they could move through the Planning Board process.

No members of the public offered comment. The public hearing session remained open throughout the duration of the meeting. Trustee Laurie DeNardo motioned to close the Public Hearing and approve the Amendment to Local Law #1 of 2022, Zoning Map Amendment at 7:14 p.m. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion with the following results:

Trustee Laurie DeNardo – Aye  
Trustee Nan Woodworth – Aye  
Trustee Bob Carson – Absent  
Deputy Mayor Louis Perazzini - Aye

Motion Carried.

### PUBLIC BE HEARD

No members of the public came forward to be heard.

### APPROVAL OF MINUTES

#### Minutes for the Regular Meeting held on September 20, 2022

Trustee Nan Woodworth made the motion to approve the minutes for the Regular Board of Trustees meeting held on September 6, 2022. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### DEPARTMENT REPORTS

Trustee Laurie DeNardo made the motion to approve all Department Head reports. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### VOTING ITEMS

#### Bi-Annual Preventive Maintenance

Trustee Laurie DeNardo made the motion to approve the bi-annual preventive maintenance for the Catherine Valley Water Reclamation Facility in the amount of \$1,333.60 every 6 months, paid by the JPC. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### Clute Park Roadway Reconstruction

Trustee Nan Woodworth made the motion to approve the Clute Park Roadway Reconstruction Engineering in the amount of \$47,500, paid by the JPC. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### Municipal Solutions

Trustee Nan Woodworth made the motion to approve a payment to Municipal Solutions by the JPC for \$110,000 for a short fall in grant money under Project Village of Watkins Glen – Seneca Capital Z917. Empire State Development amended the grant amount from \$1,250,000 to \$1,105,508 due to a decrease in total project costs. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### Lu Engineering

Trustee Nan Woodworth made the motion to approve a payment to Lu Engineering by the JPC for \$13,000 for a short fall in grant money under Project Village of Watkins Glen – Seneca Capital Z917. Empire State Development amended the grant amount from \$1,250,000 to \$1,105,508 due to a decrease in total project costs. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### Electric Department Supplies

Trustee Laurie DeNardo motioned to approve the purchase of a Portable Meter Tester & other related equipment – by Powermetrix in the amount of \$18,725, of which the IEEP will reimburse the Village 50% (\$9,362.50). Trustee Nan Woodworth seconded the motion. In further discussion, Superintendent of Public Works Terry Wilcox explained that NYPA regulations require the Electric Dept. to test 10% of all meters for accuracy and this is the new equipment that will align with the training of a new Meter Reader position to consistently meet this required audit. The Board then voted on the motion and all were in favor. Motion Carried

Trustee Nan Woodworth made the motion to approve the purchase of a 2022 Ford E-Transit + Fees & Upfit from Friendly Ford in the amount of \$65,171. Trustee Laurie DeNardo seconded the motion. The motion was tabled until more information could be provided and verification of available funds in the budget was confirmed.

### Police Department Tasers

Trustee Laurie DeNardo made the motion to approve the purchase of two tasers from Axon for \$2,998. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### Memorandum of Agreement

Trustee Laurie DeNardo made the motion to approve the Memorandum of Agreement to amend the June 1, 2018 through May 31, 2023 collective bargaining agreement between the IBEW and the Village of Watkins Glen to add a Meter Reader position starting at \$19.64/hr. Trustee Nan Woodworth seconded the motion.

## MEMORANDUM OF AGREEMENT

The following sets forth the terms established by this Memorandum of Agreement by and between the International Brotherhood of Electrical Workers or IBEW (“Union”) and the Village of Watkins Glen New York, (“Village”), collectively described as “the parties”, to amend the June 1, 2018 through May 31, 2023 collective bargaining agreement (“CBA”);

**WHEREAS**, Article 6 of the current CBA between the Village and the Union does not currently have a Meter Reader position established; and,

**WHEREAS**, the parties recognize the need and desire to establish a new full-time position within the Electric Department titled Meter Reader to allow for increased efficiency of operations of the Village of Watkins Glen’s Utility Billing process and Electrical Department; and,

**WHEREAS**, the need for shared supervision of this position is necessary to execute the responsibilities effectively,

**NOW THEREFORE BE IT RESOLVED THAT**, the Parties agree to amend the current CBA as follows:

- Add a full-time position titled Meter Reader effective October 4, 2022.
- The Meter Reader rate of pay shall be 60% of the base wage rate for a Lineworker, with a step increase to 65% of the base wage rate after six (6) months of service. The position will only be entitled to regular increases applied to the base rate but no further step increases as a Meter Reader.
- The Meter Reader will report directly to the Supervisor of Village Electric Department with General supervision from the Deputy Treasurer/Clerk for processes associated with Utility Billing.

The Board then voted on the motion and all were in favor. Motion Carried.

#### [2023 Medicare \(Retirees over 65\) Health Plan PPO Renewal](#)

Trustee Nan Woodworth made the motion to approve the 2023 Medicare (Retirees over 65) Health Plan PPO Renewal effective 01/01/2023. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

#### [Request for Reimbursement .](#)

Trustee Laurie DeNardo made the motion to approve a request to Reimburse Linda Gibson totaling \$179 for stained closed as a result of rust exposure in her water. Trustee Nan Woodworth seconded the motion.

In further discussion, rust in the water happens on occasion for natural reasons and was not the result of neglect by the Village. The resident was sent two bottles of Red-B-Gone, a detergent used to remove such stains, and was informed that this is available as needed upon request at no charge. The Board the Board then voted on the motion and all opposed. Motion Denied.

#### [Trainings](#)

Trustee Nan Woodworth made the motion to approve Police Officer Alicia Dacey to attend the 2022 New York Women in Law Enforcement Annual Training Conference, October 26th – 28th for \$225. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Trustee Nan Woodworth made the motion to approve two (2) Electrical Dept. employees to attend the Municipal Electric Utilities Association Engineering Workshop, November 15-16, 2022 at \$80 per person plus \$129 per night lodging. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

#### [AUDIT](#)

##### [General Audit](#)

Trustee Laurie DeNardo made the motion to approve the general audits dated September 29, 2022 and October 3, 2022 in the following amounts:

General	\$72,019.31	Sewer	\$105,330.81
Electric	\$25,162.04	Water	\$10,578.49
Joint Activity (CVWRF)	\$48,350.13	H4 Water Improvements	\$15,445.71
		H6 SCADA System Upgrades	\$1,083.75

Trustee Nan Woodworth seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

## BOARD CONCERNS

### Street Department Equipment Needs

Superintendent of Public Works Terry Wilcox, at the direction of the Board relating to the use of COVID relief money, submitted the Streets department's equipment needs. The Board requested that the list for Streets be submitted to the Village Clerk to be combined with the other departments that have not submitted anything yet and they will review all needs at once to determine priority spending needed.

### Safety Inspections

Code Enforcement Officer Scot Cole wanted to discuss a review inspection rates, stating that our rates compared to other municipalities for large units/complexes is high. Trustee Laurie DeNardo suggested that a more in-depth review be completed to determine if expense to the Village is being covered given the time it takes to inspect larger units/complexes.

### ADA Concerns

Trustee Laurie DeNardo brought to the Board concerns from Michael Learn regarding the lack of disabled access at local businesses and more parking for the handicap. Superintendent of Parks & Recreation Craig Bond impressed upon the people that it's important to recognize that the Village may have a long way to go, but that several alterations have been made or are in the works to make areas like the Parks more handicap accessible. The Board will continue to be proactive in reaching out and encouraging local businesses to make needed changes.

### Halloween

Village Trick-or-Treating guidelines are Monday, October 31, 2022 6-8 p.m.

### Meter Reader

Village Clerk Fred Warrick is finalizing with the IBEW the rate for the Meter Reader. Final amendment to be presented to the board on October 4, 2022.

### Short Term Rentals

Trustee Nan Woodworth stated the need to address any outstanding issues. Trustee Laurie DeNardo stated the STR and Zoning need to be amended to address occupancy numbers.

### Ethics Policy

Trustee Laurie DeNardo addressed the concern that the Ethics policy is outdated and needs review and suggestions be submitted to the Village Clerk for revisions.

### Specchio Annexation

Village Clerk Fred Warrick updated the Board on this petition to annex property in Reading into the Village and that a joint meeting needs to be set in the next 20-40 days.

### Letter from Town of Reading

The Board reviewed a letter from the Town of Reading concerning water/sewer usage charges and it was suggested that a meeting be set with the Town to discuss further.

### BAN Renewal/DRI Grant Funding Renewal

The Village has a portion of the grant money to pay down the BAN but will have to obtain a new BAN for \$300,000 to be paid once the final disbursements are received. \$450,000 is what the Village currently has to pay of the \$750,000 due this month. The remaining \$300,000 will need to be extended.

### Dix – Water System

Superintendent of Public Works Terry Wilcox suggested that a separate meeting between both Boards (Dix and the Village) is needed to discuss the current agreements in place.

### [Closing the Public Hearing](#)

Trustee Laurie DeNardo motioned to close the Public Hearing and approve the Amendment to Local Law #1 of 2022, Zoning Map Amendment at 7:14 p.m. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried. (Vote details are listed under Public Hearing above)

### [ADJOURN](#)

With no further business to come before the Board, Trustee Laurie DeNardo made the motion to adjourn at 7:15 p.m. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Meeting Adjourned.

Respectively Submitted,

Fred Warrick  
Village Clerk