

**REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE  
VILLAGE OF WATKINS GLEN HELD TUESDAY, JULY 16, 2019**

**PLEDGE OF ALLEGIANCE**

The public session of the meeting was called to order at 6:00 pm by Mayor Luke Leszyk who led the assembled in the pledge of allegiance. Present were Mayor Luke Leszyk, Deputy Mayor Louie Perazzini, Trustee Anthony Fraboni, Trustee Laurie DeNardo, Trustee Nan Woodworth, Superintendent of Public Works Terry Wilcox, Sergeant Brandon Matthews and Village Clerk Lonnie Childs. Also present were Water Supervisor Martin Pierce and Park Manager Michelle Hyde. Absent were Village Treasurer Rhonda Slater and Streets Supervisor Kenny Barber. There were approximately seven other persons in attendance.

**PUBLIC BE HEARD**

**Jerry Collins**

Jerry Collins was present to suggest that the Village purchase a small sweeper to maintain the new sidewalks on Franklin Street. He explained that Cornell has an eight-year-old sweeper they are selling for \$3,000. The Mayor said the board would take it into consideration.

**Kathy Fragola**

Kathy Fragola was there to inquire about whose responsibility it is to mow the grass between the sidewalk and street. The Board advised that it is the home owners responsibility.

**APPROVAL OF MINUTES**

**Minutes for Regular Meeting July 2, 2019**

Trustee Anthony Fraboni made the motion to approve the minutes for the regular Board of Trustees meeting held on June 18, 2019. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

**REPORTS**

**Parks Report; Streets Report; Water Report; Electric Report**

Trustee Laurie DeNardo made the motion to approve the Department Heads' reports as presented. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

**VOTING ITEMS**

**Part-Time Seasonal Staff for Parks**

Trustee Laurie DeNardo made the motion to approve to hire John Crane as a part-time seasonal employee for the parks department. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

**Sewer Credit Request**

Trustee Laurie DeNardo made the motion to approve a sewer credit in the amount of \$135.00 to Richard Scuteri for a broken hot water tank that failed and flooded the basement. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried

**Resolution – Amend the 2018-2019 Budget, to balance funds at year end**

Trustee Anthony Fraboni made the motion to approve the following resolution to balance the funds at year end.

Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

WHEREAS, it will be necessary to transfer funds within the General, Water, Sewer and Electric accounts in order to balance the budgets in the respective funds at year end;

BE IT RESOLVED, that the Village of Watkins Glen Treasurer be authorized make the following account transfers in order to balance out the 2018-19 budgets:

**General Fund:**

To Account	Amount	From Account	Amount	To Account	Amount	From Account	Amount
AA1010.400	1978.48	AA1010.100	248.27	AA5110.200	4063.06	AA5110.100	4063.06
AA1210.100	42.87	AA1110.400	747.25				
AA1210.400	38.88	AA1410.100	1064.71	AA7110.400	1702.92	AA7110.420	1702.92
AA1110.420	196.21	AA1110.100	277.96	AA7180.120	11861.75	AA7180.410	6360.70
AA1210.100	42.87			AA7180.400	6241.24	AA7180.130	3435.38
AA1210.400	38.88					AA7140.420	6939.29
						AA7140.400	1367.62
AA1220.200	2000.00	AA1220.400	1699.45				
		AA1220.435	300.55	AA7410.400	116.85	AA8010.400	116.85
AA1325.100	483.16	AA1410.400	2429.26	AA8140.400	30795.90	AA8140.100	19692.48
AA1330.400	401.47					AA8160.400	3473.16
AA1410.110	376.82					AA8170.100	461.90
AA1410.410	719.51					AA8170.400	1191.65
AA1450.400	448.30					AA8810.100	1787.24
						AA7140.120	4189.47
AA1420.400	1057.70	AA1410.420	1057.70				
				AA8170.420	377.20	AA8020.400	377.20
AA1620.410	880.81	AA1620.400	880.81				
				AA8810.120	3544.04	AA8170.100	3544.04
AA1989.410	344.20	AA7180.420	344.20				
				AA8810.420	256.65	AA8810.400	256.65
AA3120.435	827.50	AA3120.420	964.68				
AA3120.410	137.18			AA9050.800	1251.20	AA9060.800	4661.44
				AA9089.800	3410.24		
AA3410.400	17229.02	AA3120.100	17229.02				

**Water Fund:**

To Account	Amount	From Account	Amount
FF8310.110	1440.23	FF8310.140	6514.51
FF8320.100	14192.12	FF8310.100	288.19
FF8340.105	198.42	FF8340.100	664.69
		FF8320.200	8363.38
FF8310.400	1300.32	FF8340.435	800.65

**Sewer Fund:**

To Account	Amount	From Account	Amount
GG8110.110	1101.04	GG8110.140	1101.04
GG8110.400	58.73	GG8110.420	154.86
GG8110.401	96.13		
GG8120.410	80.04	GG8120.430	286.36

		FF8320.420	200.00	GG8120.420	206.32		
		FF8310.440	299.67				
				GG8130.401	1619.71	GG8130.400	1619.71
FF8320.410	2882.14	FF8320.400	1050.49				
FF8320.425	490.18	FF8320.420	2321.83	GG8130.413	2204.25	GG8130.420	11667.42
				GG8130.414	6401.21		
FF9030.800	279.39	FF9040.800	279.39	GG8130.435	825.1		
				GG8130.442	359.86		
				GG8130.443	1248.62		
				GG8130.445	628.38		
				GG9060.800	7391.7	GG9050.800	7410.84
				GG9055.800	19.14		

**Resolution – Sewer Department Reserves Transfer**

Trustee Anthony Fraboni made the motion to approve the following resolution to transfer \$32,917 to the sewer reserve account per the consent order. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

WHEREAS, the Village of Watkins Glen is under a consent order to create and maintain a short-lived asset reserve account as part of our USDA grant; and

WHEREAS, the Village of Watkins Glen had purposed to put \$32,917 in a reserve account for fiscal year 2019-2020 to comply with the consent order;

BE IT RESOLVED, that the Village of Watkins Glen Treasurer be authorized to increase account GG.0231.100 and decrease account GG0201.000 by \$32,917.

**Website Design Proposal**

Trustee Nan Woodworth made the motion to award the Villages new website design to DSD Web Works for a one-time fee of \$500 and then \$365/month. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

**Resolution – Demolition of Waste Water Treatment Plant**

Trustee Laurie DeNardo made the motion to approve the following resolution to authorize the application for grant funds through the 2019 consolidated funding application to deconstruct the existing Village waste water treatment plant located on the shore of Seneca Lake. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

WHEREAS: The Village of Watkins Glen is committed to securing funding to further the priority projects identified by the Village’s Local Waterfront Revitalization Plan (LWRP), Comprehensive Plan, and Downtown Redevelopment Initiative Plan; and

WHEREAS: The new Regional WWTP plant is nearing completion and the former WWTP will need to be decommissioned and demolished.

WHEREAS: The Village understands the importance of this site as it relates to the future use and access to the Southern Seneca Lake shoreline; and

WHEREAS: The existing wastewater treatment plant site is a key Village asset and the Village seeks to maintain long-term ownership while maximizing the revenue potential of the property; and

WHEREAS: Funds are available to support this project through the 2019 NYS Consolidated Funding Application; and

WHEREAS: The Village intends to use the investment, made through the bond issuance for the construction of the new regional waste water treatment plant as match for the grant funding;

WHEREAS: It is anticipated that the Watkins Glen Village Board, on behalf of the Village, will complete the necessary actions to authorize expenditures for the proposed project, accepting that they shall provide the match of the total of any grant funding awarded as a local match in the form of in-kind services or previous investment,

NOW THEREFORE, BE IT RESOLVED: That the Village of Watkins Glen Board of Trustees hereby authorizes and directs the Mayor to apply for funds through the Department of States 2019 Consolidated Fund and to further execute any additional documents or paperwork required to go along with said application.

#### [Special Event Application - Italian American Festival \(Aug. 9-11\)](#)

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

#### [Special Event Application - Grand Prix Festival \(Sept. 6\)](#)

Trustee Anthony Fraboni made the motion to approve the application. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

#### [Special Event Application - Rally for Serenity \(Sept. 14\)](#)

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

#### [Streetlighting Installation RFP Opening](#)

Village Clerk Lonnie Childs opened the streetlighting installation requests for proposals. There were seven companies that submitted bids. The bids were as follows:

- Mark Tota (Horseheads, NY) - \$65,630.00
- Triple E Power and Light LLC (Vestal, NY) – \$245,000.00
- Power and Construction Group (Scottsville, NY) - \$145,180.00
- Panko Electric & Maint., Inc. (Binghamton, NY) - \$133,828.00

The proposals will be reviewed by Village Staff and will be awarded at a later date.

#### [AUDIT](#)

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

Trustee Laurie DeNardo made the motion to approve the regular audit in the following amounts. Deputy Mayor Louie Perazzini seconded the motion.

General	\$113,955.31	Sewer	\$33,922.13
Electric	\$61,927.42	Water	\$37,249.08
Project Seneca Capital Project	\$1,748,332.96	Padua Tank Project	\$100,348.13
SCADA System Upgrades	\$1,018.32		

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

### Project Seneca Audit

Trustee Anthony Fraboni made the motion to approve the Project Seneca payments in the amount of \$1,762,182.88. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

### BOARD CONCERNS/NEW BUSINESS

#### STC Letter of Support

Mayor Luke Leszyk shared with the Board a letter of support he will be signing for Southern Tier Central Regional Planning and Development Board. STC is applying for an LWRP Grant to prepare design guidelines for vulnerable historic structures throughout Steuben and Chemung Counties. The Board was in support.

### EXECUTIVE SESSION

Trustee Anthony Fraboni made the motion to exit public session and enter executive session at 6:42 pm for one personnel matter. Trustee Laurie DeNardo seconded the motion and all were in favor. Motion Carried.

### RE-ENTER PUBLIC SESSION

Trustee Anthony Fraboni made the motion to exit executive session and re-enter public session at 6:59 pm. Trustee Laurie DeNardo seconded the motion and all were in favor. Motion Carried.

Trustee Anthony Fraboni made the motion to accept Chantal Fitzgerald's letter of resignation. Her last day as Keyboard Specialist will be August 2, 2019. Trustee Nan Woodworth seconded the motion and all were in favor. Motion Carried.

Trustee Laurie DeNardo made the motion for the Village Clerk to advertise for a full-time Keyboard Specialist position with the Village of Watkins Glen. Trustee Anthony Fraboni seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### ADJOURNMENT

With no further business to come before the Board, Trustee Anthony Fraboni made the motion to adjourn the meeting at 7:01 pm. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Meeting Adjourned.  
Respectively Submitted,

Lonnie M. Childs