

REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
VILLAGE OF WATKINS GLEN HELD MONDAY, JANUARY 5, 2015

PLEDGE OF ALLEGIANCE

The public session of the meeting was called to order at 7:00pm by Mayor R Mark Swinnerton, Jr. who led the assembled in the pledge of allegiance. Present were Mayor R Mark Swinnerton, Trustee Scott D Gibson, Trustee Kevin J Smith, Trustee Anthony J Fraboni, Superintendent of Utilities Mark L Specchio, Superintendent of Streets, Parks and Cemeteries Donald R Perry, Police Chief Thomas R Struble, Clerk/Treasurer Donna J Beardsley and Senior Account Clerk Typist Rhonda E Slater. Also present was Fire Chief Judson Smith. Absent were Trustee Paul E Clifford, Park Manager Michelle Hyde, Water Supervisor Harley Connelly, Electric Supervisor Minard LaFever, Code Enforcement Officer Gregory Larnard. There was one other person in the audience.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

Trustee Gibson added Bid Opening for Tanker Truck as item 5.8b.

PUBLIC BE HEARD

There were no public concerns.

APPROVAL OF MINUTES

Minutes for Regular Meeting December 16, 2014

Minutes

Trustee Anthony J Fraboni made the motion to approve the minutes for the regular Board of Trustees meeting held on December 16, 2014. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

REPORTS

Parks Department Report

Parks Report December 15, 2014 to January 4, 2015

Trustee Scott D Gibson made the motion to approve the Parks Department report as written. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Seasonal Park Hires

Hire Request

Trustee Anthony J Fraboni made the motion to hire Patricia Williams seasonally to help with camp reservations at a rate of \$11.50/hr. Trustee Kevin J Smith seconded the motion. Trustee Gibson requested that the motion be amended to include a skate program sub hire of Dan Zigas at an hourly rate of \$9.50. Trustee Fraboni amended his motion to include the additional hire. Trustee Smith seconded the amended motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Street Department Report

Street Report December 15, 2014 to January 2, 2015

Trustee Kevin J Smith made the motion to approve the Street Department report as presented. Trustee Anthony J Fraboni seconded the motion. The Board briefly discussed the removal of Christmas trees and decorations. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Water Department Report

Water Report December 11 - 31, 2014

Trustee Scott D Gibson made the motion to approve the Water Department report as submitted. Trustee Anthony J Fraboni seconded the motion. Trustee Smith asked about the final purchase of auto read water meters and inquired about the progress of the electric meter auto read installations. Superintendent Specchio responded that the electric meters were not as far along because there are more electric meters than there are water meters. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Electric Department Report

Electric Report December 15, 2014 to January 2, 2015

Trustee Kevin J Smith made the motion to approve the Electric Department report. Trustee Scott D Gibson seconded the motion. Trustee Gibson commented that the Village needs to start thinking about succession plans as

there are several employees who will be retiring in the next one to five years, Electric Supervisor LaFever being one of them. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Wastewater Department Report

Sewer Report December 17 - 31, 2014

Trustee Anthony J Fraboni made the motion to approve the Wastewater Department report as written. Trustee Scott D Gibson seconded the motion. Mayor Swinnerton informed the public that there will be a community meeting discussing the progress and plans for the Watkins-Montour Regional wastewater treatment plant on January 14, 2015 at 7pm at the Montour Falls Fire Department. The Board then discussed the issue of the current sewer plant not having enough food. Several options were discussed including dog food, brewery waste and dairy waste. Superintendent Specchio will be discussing the matter with Ken Knutsen from Barton & Loguidice to determine the best alternative. The Mayor then commented that the Village is advertising for a Wastewater Chief Operator. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Sewer Credit Request

Credit Request

Trustee Anthony J Fraboni made the motion to approve a sewer credit request from Josephine Standish for a blown hot water tank in the amount of five units with a credit of \$22.95. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Zoning and Building Department Report

Codes Report December 15, 2014 to January 2, 2015

Trustee Kevin J Smith made the motion to approve the Zoning and Building Department report. Trustee Scott D Gibson seconded the motion. Mayor Swinnerton stated that he has spoken with CEO Larnard regarding utilizing the off season to work on enforcing the Village's sign law. He will be working on this project over the next couple months. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Superintendent's Reports

Superintendent's Projects December 15, 2014 to January 2, 2015

Trustee Anthony J Fraboni made the motion to approve the Superintendent's reports as presented. Trustee Scott D Gibson seconded the motion. Mayor Swinnerton requested that Superintendent Specchio provide the Village Office and Park Manager Hyde with the meeting notes from the year end project meeting. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Fire Department Report

No written report was submitted.

Declare Surplus - 4 natural gas heaters

Trustee Anthony J Fraboni made the motion to declare the four natural gas heaters surplus. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Fire Truck Bids Awarded

The Board discussed the grant that was awarded from FEMA for the purchase of a new tanker truck. According to the grant, the Village will receive \$285,000 in grant funds, with a required \$15,000 Village match. The \$15,000 Village matching funds will be coming from the sale of the old tanker, which was sold at auction for \$15,500. The bids were reviewed and the alternate bid from LaFrance Equipment Corporation for \$262,604 was rejected because it did not meet the FEMA requirements. It was recommended that the bid be awarded to the lowest bidder, 4Guys Inc, at a bid of \$323,987.00. It was requested that the Village allow an additional \$6,000 for any change orders that may come up during the construction of the vehicle. Trustee Kevin J Smith made the motion to award the tanker truck bid to 4Guys at a bid price of \$323,987.00 and a not to exceed \$330,000.00 overall price for said truck. Any amounts over the \$300,000 will be taken out of surplus funds. Trustee Anthony J Fraboni seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Police Department Report

Trustee Kevin J Smith made the motion to approve the Police Department report as presented. Trustee Anthony J Fraboni seconded the motion. Chief Struble commented that the vehicles have been switched over as of January 1, 2015. Both vehicles are still in phenomenal shape with no issues other than routine maintenance. The Board then voted on the motion to approve and all were in favor. Motion Carried.

CONFERENCE REQUESTS

There were no conference requests.

AUDIT

Trustee Anthony J Fraboni made the motion to approve the general audit for January 5, 2015 in the following amounts. Trustee Kevin J Smith seconded the motion.

General	\$18,111.14	Sewer	\$35,759.15
Electric	\$35,565.82	Water	\$6,027.81

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

VOTING ITEMS

Budget Amendment Resolution

Resolution - Surplus Vehicles

Trustee Kevin J Smith made the motion to approve the following budget amendment resolution for the purchase of bullet proof vests. Trustee Anthony J Fraboni seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

WHEREAS, the Police Department sold a 2004 Chevy Tahoe and a 2007 Dodge Durango at auction for \$2,600.00 and \$750.00 respectively; and

WHEREAS, the Police Department did purchase 12 bullet proof vests from Chief Supply at a cost of \$10,300.00; and

WHEREAS, reimbursement in the amount of \$4,847.94 has been received from the NYS Department of Law – Organized Crime Task Force and applied to the cost of the vests;

NOW, THEREFORE, BE IT RESOLVED, that the Clerk/Treasurer be, and hereby is, authorized to amend the 2014-15 Budget to increase Revenue Account AA.2665.000 Sale of Equipment and Expense Account AA.3120.200 Police Equipment Account in the amount of \$3,350.00 respectively.

BOARD CONCERNS/NEW BUSINESS

Trustee Gibson discussed his desire to see the salaries for Village Board members raised. He stated that there are ever increasing demands on their time with all the projects, such as Project Seneca, that are going on, as well as the increase in accessibility through email. Mayor Swinnerton and Clerk Beardsley commented that the topic must be addressed through the budget process and that any changes would be effective June 1, 2015.

Clerk Beardsley discussed the problems that are being experienced both in the front office and with our server. She requested permission to enter into a two year contract at a cost of \$1026.00 for Carbonite online data storage. Trustee Scott D Gibson made the motion to purchase the two year contract. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Clerk Beardsley then requested permission to purchase a new server, in the amount of \$14,381.49 per a quote from Dell Computers. It would require additional equipment and installation. She had a quote for routers, switches and installation with a not to exceed \$5,500 from SCT Computers. Lastly, she requested to purchase Office 365 from SCT Computers with an estimated cost of \$3,500 for the first year and \$1250/yr thereafter. There is no contract fee required if the Office 365 is purchased through SCT. Trustee Anthony J Fraboni made the motion to approve the request, per the preceding cost quotes. Trustee Scott D Gibson seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Superintendent Perry discussed the replacement of the backhoe. He then suggested that the Village host pre-bid meetings with anyone who is interested in submitting bids for cemetery mowing of Glenwood Cemetery so that people will understand what all is expected and the territory it covers. The Board was in favor of this approach.

EXECUTIVE SESSION (as needed)

There was no need for executive session.

ADJOURNMENT

With no further business to come before the Board, Trustee Scott D Gibson made the motion to adjourn the meeting at 8:05pm. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Respectfully Submitted,

Rhonda E Slater