

REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
VILLAGE OF WATKINS GLEN HELD MONDAY, MARCH 2, 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 Paul E Clifford, 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 were Park Manager Michelle Hyde and Water Supervisor Harley Connelly. Absent were Electric Supervisor Minard LaFever and Code Enforcement Officer Gregory Larnard. There were seven others in attendance.

ADDITIONS OR DELETIONS TO AGENDA

Trustee Gibson had one Street Department personnel matter for executive session and one Police negotiations contractual matter.

Trustee Fraboni had one Sewer Department personnel matter for executive session.

Police Chief Struble had one executive session personnel matter for his department.

Mayor Swinnerton had one litigation matter for executive session.

Superintendent Specchio had one negotiation item for the Water Department for executive session.

Mayor Swinnerton added Fireworks under Parks Department as item 5.1b.

PUBLIC BE HEARD

Schuyler County Walking Maps - Christina Brink

Christina Brink was present to discuss the walking maps that are being created by HEAL Schuyler County, NY in an attempt to motivate people to increase physical activity to reduce obesity in Schuyler County. She requested that the Village of Watkins Glen review the maps to ensure their accuracy and to provide input to make them as detailed as possible. Trustee Gibson suggested that she check with GIS of Schuyler County as they may have all the requested information already compiled. Mayor Swinnerton told her that Park Manager Michelle Hyde would be her Village contact and confirmed that correspondence would be done via email.

Movies in the Park - Sara Caldwell

Sara Caldwell was present to request approval for her event in Clute Park. The Board stated that they were looking forward to the event, but that the event application will need to be completed. At this time, the Fire Department and Village Office have not signed off on the event application. When questioned about the fees for the event, the Board stated that a fee has not been established.

Grand Prix Festival - Marianne Shoemaker

Marianne Shoemaker was present to discuss the proposed Grand Prix event for September 2015. Due to the repaving of the racetrack, there will be no reenactment this year. They are currently working on alternative events and are requesting that the event and road closings remain the same as in past years. Chief Struble expressed his concerns about closing Franklin Street for the normal eight hours and proposed that the event be shortened to five hours. The Mayor stated that he would like to give them the full eight hours and shorten it later if the full eight hours will not be utilized. Discussion followed regarding tentative plans for said festival.

APPROVAL OF MINUTES

Minutes for Regular Meeting February 17, 2015

Minutes

Trustee Scott D Gibson made the motion to approve the minutes for the regular meeting of the Board of Trustees held on February 17, 2015. 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 February 14 - 28, 2015

Trustee Kevin J Smith made the motion to approve the Parks Department report as submitted. Trustee Anthony J Fraboni seconded the motion. Park Manager Hyde stated that she has received state bid pricing quotes for a new John Deere tractor and a Ferris zero turn mower. She will be asking permission to declare the old ones surplus at the next board meeting. Trustee Gibson asked about the dog classes. Park Manager Hyde stated that Mrs. Cook has currently started another six week class and that they are going well. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Summer Rec Hire

Director Hire Request

Trustee Scott D Gibson made the motion to hire Jessica Santobianco Karius as a summer recreation co-director for the 2015 program at a rate of \$15.00/hr. All staff salaries are paid by a grant fund. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Fireworks

Mayor Swinnerton discussed the fact that the sponsor for the Fourth of July fireworks has been lost. A request was made to have the Village of Watkins Glen pay for the fireworks for the event. The Board was unanimous that the Village of Watkins Glen cannot contribute tax dollars for such an occasion.

Street Department Report

Street Report February 13 - 26, 2015

Trustee Scott D Gibson made the motion to approve the Street Department report as presented. Trustee Kevin J Smith seconded the motion. The Board inquired about the amount of salt on hand. Superintendent Perry responded that the department is trying to be conservative with our stock, but that there should be enough to finish off the season. The Board then asked if there were any residents who were currently without water. They were told that there is one person on Monroe Street without water due to frozen lines. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Equipment Update

Superintendent Perry provided the Village Board with a \$35,479.04 quote for a new Bobcat skid-steer loader. He explained that the price is approximately \$4,000 higher this year due to the new EPA regulations. In the past the Village has had success with sending the one year old loader to auction and purchasing a new one with little to no cost to the Village. A decision on whether to surplus the current one will need to be made by the Board by the first meeting in April if the Village is to meet the auction date in May. Superintendent Perry then provided the Board with two backhoe quotes. The first quote was from John Deere at a cost of \$109,767.21. The second was from Monroe Tractor with a quote of \$98,649.55. This purchase would replace the 1994 backhoe that is in desperate need of retirement. Mayor Swinnerton stated that the Village may want to look into leasing options versus spending \$100,000 on purchasing a new vehicle.

Water Department Report

Water Report February 11 - 25, 2015

Trustee Scott D Gibson made the motion to approve the Water Department report. Trustee Kevin J Smith seconded the motion. The Board discussed the brevity of the report and that if time is an issue they would rather he just submit a copy of his daily log book like the Sewer Department. Mayor Swinnerton then stated that the Village needs to look at a long term strategy for the main that runs under the Franklin Street bridge. Superintendent Specchio replied that he believes it is not frozen under the bridge at this time, but rather underground somewhere. Trustee Fraboni then inquired about how the codeRed alerts go out and how the contact area is determined. There were a few issues with the codeRed alerts that went out for the boiled water advisory. Discussion followed. Supervisor Connelly commented that he has been busy with all the water main breaks and he would like to have the Village hire someone that could assist him and be trained to be his replacement. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Electric Department Report

Electric Report February 16 - 27, 2015

Trustee Anthony J Fraboni made the motion to approve the Electric Department report as submitted. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

IEEP Program Letter

Supervisor Minard LaFever submitted a memo to the Board with recommendations on how to utilize the IEEP program funds. The Board discussed the options of home attic insulation for residential customers with electric heat. An evaluation would be done of the homes and insulation would be provided at no cost to the property owner. The Board also discussed the appliance rebates and LED street lighting upgrade projects. They were informed that the programs could be designed to fit our needs and could vary from those listed in the memo. The Board gave their permission for Minard LaFever to move forward with the plan as presented.

Wastewater Department Report Sewer Report February 18 - 26, 2015

Trustee Anthony J Fraboni made the motion to approve the Wastewater Department report. Trustee Scott D Gibson seconded the motion. Mayor Swinnerton asked about the plant operations. Superintendent Specchio stated that there is enough material present at this time and there are no known excursions for the month of February. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Zoning and Building Department Report Codes Report February 16 - 27, 2015

Trustee Scott D Gibson made the motion to approve the Zoning and Building Department report. Trustee Kevin J Smith seconded the motion. Mayor Swinnerton asked Supervisor Connelly about his conversation with CEO Larnard regarding third party flow testing. Supervisor Connelly responded that it is illegal for anyone other than the Water Department or the Fire Department to utilize Village hydrants and someone had requested permission to use the hydrant. Permission was declined. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Superintendent's Reports Superintendent Projects February 16 - 27, 2015

Trustee Anthony J Fraboni made the motion to approve the Superintendent's Reports. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Fire Department Report Fire Department Report - Overview Fire Department Report - Activity Report for January

Trustee Scott D Gibson made the motion to approve the Fire Department Report for the month of January 2015. Trustee Kevin J Smith seconded the motion. Trustee Gibson brought to the attention of the public that the Fire Department will be holding their annual casino night on May 2, 2015 at the firehouse. He further stated that the department has held a pre-construction meeting on the new tanker truck and that the chassis has been ordered. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Police Department Report Police Report for February 2015

Trustee Scott D Gibson made the motion to approve the Police Department report for the month of February 2015. Trustee Kevin J Smith seconded the motion. Mayor Swinnerton asked about the washing of the police vehicles. Chief Struble stated that they take them to the car wash or wash them out back of the Municipal Building if the weather permits. Chief Struble then updated the Board on a serious assault that occurred over the weekend at Bleacher's. The victim is in rough shape in the hospital, but is recovering. They have been making headway on the case all day. The Board then voted on the motion to approve and all were in favor. Motion Carried.

CONFERENCE REQUESTS MEA Conference Electric Conference Request

Trustee Scott D Gibson made the motion for Electric Supervisor Minard LaFever and Lineman Dale Heichel to attend the MEUA engineering workshop in Syracuse, NY on March 19-20, 2015 at a cost of \$80 per person for the conference and \$121.00 for the shared hotel room. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

AUDIT

Trustee Anthony J Fraboni made the motion to approve the audit for the March 2, 2015 payables in the following amounts. Trustee Scott D Gibson seconded the motion.

General	\$81,126.59	Sewer	\$7,831.42
Electric	\$179,571.43	Water	\$8,328.79

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

VOTING ITEMS

Resolution to Request Electric Rate Study

Resolution

Trustee Anthony J Fraboni made the motion to approve the following electric rate study resolution. Trustee Kevin J Smith seconded the motion. Mayor Swinnerton stated that it is likely that the Village will experience a 5-10% rate increase based on the preliminary findings. The new rates are expected to take effect in August or October. The Board then voted on the motion to approve and all were in favor. Motion Carried.

WHEREAS, Village of Watkins Glen Board Members met with representatives from the New York Power Authority regarding the finances of the Electric Department, and

WHEREAS, The Village of Watkins Glen is in need of an Electric Rate Study as soon as possible.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Watkins Glen hereby request that the New York Power Authority perform an Electric Rate Study on the Village of Watkins Glen's electric rates for all classes as soon as possible.

Electric Write-Off Resolution

Resolution

Trustee Scott D Gibson made the motion to approve the following resolution to write off old accounts. Trustee Kevin J Smith seconded the motion. The Board discussed the possibility of having the information show up on a person's credit report provided it is cost effective. Clerk Beardsley stated she would speak with the Village Attorney. The Board then voted on the motion to approve and all were in favor. Motion Carried.

WHEREAS, the following accounts are over 12 months old and therefore, deemed to be uncollectible; and

WHEREAS, proper accounting procedures require that any uncollectible accounts be written off occasionally so that they do not impact the current receivables of the Village;

NOW, THEREFORE, BE IT RESOLVED, that the following accounts be written off as uncollectible balances:

Account	Last Bill Date	Name	Street	Electric
A1350.01	07/01/2013	THE GLEN THEATER	112 N FRANKLIN	\$981.72
A1360.01	07/01/2013	THE GLEN THEATER	110 N FRANKLIN	\$248.48
B0150.03	10/01/2013	ECTOR, PAUL	326 S FRANKLIN ST 1	\$45.21
B0990.01	08/02/2013	LISZKA SR, STEVEN	303 S FRANKLIN	\$314.15
C0920.02	10/04/2013	GLICK JR, JOHN	102 S PORTER	\$72.31
D0740.01	09/09/2013	FAZZARY, DAWN	402 STEUBEN	\$18.63
D0780.01	06/04/2013	FAZZARY JR, DOMINICK	111 S GLEN	\$2.00
D0970.02	07/22/2013	CORNISH, SHANNON	304 DIVISION	\$90.81
E0070.01	02/01/2014	FRABONI, DAVID	1007 N PERRY	\$321.40
E0483.06	07/09/2013	RIVERA, MYRNA	806 N DECATUR 3	\$67.17
F0270.03	07/01/2013	HUYLER, DOUGLAS	210 N MONROE A	\$48.10
F0330.06	11/04/2013	MAZUR, CATHY	202 N MONROE ST	\$29.79
F0360.06	01/01/2014	ALMOUDI, SUSAN E	118 N MONROE	\$189.86
F0710.07	04/02/2013	SEGURA, STEPHANIE	313 1/2 S MADISON	\$11.04
F0740.03	10/01/2013	MARTIN, JOHNNY ESTINE	319 1/2 S MADISON	\$50.07
F0740.04	01/09/2014	MILLER, ERIK	319 1/2 S MADISON AVE	\$48.70
F1010.07	12/03/2013	CARTER, VINCE T	300 S MADISON AVE	\$28.92
F1101.05	10/04/2013	MISURACA, ANTHONY	215 S MADISON AVE 1	\$83.59
F1360.10	12/03/2013	MENIO, MATHEW T	202 1/2 N MADISON AVE	\$38.66
F1400.04	02/01/2014	SHAY, SEBASTIAN	206 N MADISON AVE 2	\$11.50
F1420.02	04/02/2013	Dixon, Jennifer	210 N MADISON	\$302.70

G0110.05	05/01/2013	CARL, TRACY	133 E FOURTH	\$101.80
G0110.07	01/09/2014	HIGH TIDE TATTOOS	133 E FOURTH ST	\$100.62
G0550.03	10/04/2013	MONTEIRO, ROBERT	300 E FOURTH UPPER	\$86.49
G1430.06	12/03/2013	ROBBS, REGINA	315 E FOURTH ST 2	\$69.80
G1505.01	09/01/2013	RIGGS, FRANCIS	316 E FOURTH	\$622.35
G1602.04	05/08/2013	GEE, DUANE P	404 N PORTER ST 4	\$175.74
G1680.00	11/04/2013	BARR, FRED T	123 FIFTH 3	\$168.53
G1680.03	05/06/2013	Jones, Richard	123 FIFTH 3	\$30.82
G1700.01	11/01/2013	MORRELL, DONNA	123 FIFTH 2	\$26.06
G1710.00	11/01/2013	HANVILLE, MATTHEW	123 FIFTH ST 4	\$138.65
H0070.07	06/01/2013	WILLSEY, STEPHANIE	120 FIFTH ST 3	\$55.32
H0620.01	10/04/2013	TAYLOR, TRUDILYN	707 MAGEE ST	\$146.79
H1180.04	08/02/2013	WILCOX, ANDREW	506 N PORTER ST 2	\$103.84
H2080.04	09/01/2013	MERRILL, ROBERT	107 E SIXTH 4	\$85.42
H2130.06	12/03/2013	WALTER, DELMAR	103 E SIXTH	\$121.76
I0230.04	02/01/2014	NARDE, CHARLES	222 E SECOND ST 210	\$71.51
			TOTAL:	\$5,110.31

[EJCDC Agreement - Watkins Glen Collection System Rehab](#)

Trustee Scott D Gibson made the motion to approve the EJCDC Agreement - Watkins Glen Collection System Rehab and to have the Mayor sign said document. Trustee Anthony J Fraboni seconded the motion. Trustee Gibson explained that the agreement contains information regarding how the contract is to be handled and whether the contractor is penalized if project is not completed on time. The agreement is for the rehabilitation of the Village's current collection system to make improvements and repair problem areas per the Village's NYSDEC consent order. The Board then voted on the motion to approve and all were in favor. Motion Carried.

[BOARD CONCERNS/NEW BUSINESS](#)

Trustee Scott D Gibson made the motion to upgrade the Harris software to work with the new server at a cost of \$1,546.00. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Mayor Swinnerton asked for an update on the security system that has recently been installed. Chief Struble stated that the system is in place, monitors are up and the cameras can be viewed via cell phones. The video has a forty-five day playback capability at this time. The Clerk routed her phone to the Board so they could view the security system.

[EXECUTIVE SESSION \(as needed\)](#)

Trustee Anthony J Fraboni made the motion to exit public session and enter executive session at 8:44pm for three personnel matters, one litigation matter and two contractual matters. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

[REENTER PUBLIC SESSION](#)

Trustee Scott D Gibson made the motion to exit public session and reenter public session at 9:40pm. Trustee Anthony J Fraboni seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Trustee Scott D Gibson made the motion to hire David Stigers and Brennan Hardy as part-time patrolmen at a rate of \$16/hr. Trustee Anthony J Fraboni seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

[ADJOURNMENT](#)

With no further concerns to come before the Board, Trustee Scott D Gibson made the motion to adjourn at 9:45pm. Trustee Anthony J Fraboni seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Respectfully Submitted,

Rhonda E Slater

