

REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE  
VILLAGE OF WATKINS GLEN HELD MONDAY, MARCH 16, 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, Code Enforcement Officer Gregory Larnard and Fire Chief Judson Smith. Absent were Water Supervisor Harley Connelly and Electric Supervisor Minard LaFever. The family members of the Mayor and Deputy Mayor were present along with three others.

**ADDITIONS OR DELETIONS TO AGENDA**

Mayor Swinnerton added Presentation of Service Awards before Public Be Heard.

Clerk Beardsley had one Police Department matter for executive session.

Trustee Clifford had one approval of events form matter for executive session.

**PRESENTATION OF SERVICE AWARDS**

Mayor Swinnerton started off the evening presenting Judge Nicholas Dugo with a plaque for his twenty-eight years of service as Village Justice. He then read the resignation letter of Trustee Paul Clifford and presented him with a plaque for his service to the Village of Watkins Glen for the past three and a half years. Trustee Clifford will be moving to a residence outside the Village of Watkins Glen and will no longer be eligible to be on the Village Board. Mayor Swinnerton then presented plaques to both Trustee Kevin Smith and Trustee Scott Gibson for their service to the Village of Watkins Glen over the past four years. Trustee Kevin Smith is not running for another term of office and Trustee Gibson is running for Village Mayor.

Trustee Gibson then presented Mayor Swinnerton with a plaque for his past four years as Mayor of the Village of Watkins Glen. Mayor Swinnerton is stepping down from the Mayoral position and is running for a Trustee position in this year's elections being held on March 18, 2015. The Board then presented the Mayor with a framed copy of the following resolution that was passed with a motion by Trustee Scott D Gibson, a second by Trustee Paul E Clifford and all being in favor. Motion Carried.

WHEREAS, the Village of Watkins Glen Board of Trustees is committed to recognizing outstanding service on behalf of the community; and

WHEREAS, the Office of Mayor provides many vital leadership services, overcomes challenges, and dutifully represents the people of Watkins Glen; and

WHEREAS, Mayor Mark Swinnerton swore an oath to uphold those qualities, in a regular board meeting on April 4<sup>th</sup>, 2011; and

WHEREAS, Mayor Swinnerton has always been mindful of the interests of this Village, putting the needs of the community first, and overall, making every attempt to improve the office that he has held far above himself; and

WHEREAS, Mayor Swinnerton exemplifies the essence of true leadership through his unceasing dedication and commitment in projects and services that will undoubtedly better the Village for generations to come including, but certainly not limited to, the relocation of the Watkins Glen Wastewater Treatment Plant, improvements to infrastructure, promoting opportunities that support regional economic development, freely participating in grants and services, actively reducing expenses, increasing revenue, and lowering taxes each year at his post, and ensuring that his is a governing body that is for the people and by the people.

NOW, THEREFORE, BE IT RESOLVED that this, being the last official public board meeting of the office of Mayor Swinnerton, the Village of Watkins Glen Board of Trustees, hereby acknowledges and expresses its gratitude for his four years of dedicated service; and be it

FURTHER RESOLVED, that the community of the Village of Watkins Glen have been very fortunate to have had such a leader.

#### PUBLIC BE HEARD

Raphael Specchio, Jr. was present to discuss his utility bills for 700 N Franklin St and Summit Place. He is looking for water and sewer credit at 700 N Franklin Street because the meter was removed in October 2013 and was not reinstalled until September 2014. During this time he was still being billed minimum bills. He further stated that the address at Summit Ave has been vacant and he should not be receiving a bill for this property. Mayor Swinnerton stated that the account will be reviewed and a recommendation will be brought to the next Board meeting. The Summit Place address is in the Town of Reading. Mayor Swinnerton will have to look into how the Village can handle this issue. Raphael Specchio, Jr. then discussed a request to have pine trees trimmed/removed. Superintendent Perry will be in contact with him regarding this matter.

#### APPROVAL OF MINUTES

##### Minutes for Regular Meeting March 2, 2015

##### Minutes

Trustee Anthony J Fraboni made the motion to approve the minutes for the regular meeting of the Board of Trustees held on March 2, 2015. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion. The vote was as follows:

Yea: Trustee Scott D Gibson, Trustee Kevin J Smith, Trustee Anthony J Fraboni

Nay: None

Abstain: Trustee Paul E Clifford Motion Carried.

#### REPORTS

##### Parks Department Report

##### Parks Report March 1 - 13, 2015

Trustee Kevin J Smith made the motion to approve the Parks Department report as presented. Trustee Paul E Clifford seconded the motion. Mayor Swinnerton asked Park Manager Hyde if she had looked into the request to repair/replace the basketball hoops at Clute Park. Park Manager Hyde stated she had received a quote of \$2,300 plus labor. She also stated that the Village needs to look into repairing the parking lots and roads in the Park. Superintendent Specchio then presented a requisition request for a new tractor at a cost of \$23,797.13. The trade in value of the current tractor is \$14,000. The Village may be able to get more at auction. The Board discussed whether or not there were funds in the current budget for the purchase. Clerk Beardsley responded that if there is not enough funds in this year's budget, it could be split between this fiscal year and next fiscal year since this year is almost over. The Board was in favor of this purchase. The Board then voted on the motion to approve the Board report and all were in favor. Motion Carried.

##### Surplus Equipment Request

##### Surplus Mower & Tractor

Trustee Scott D Gibson made the motion to approve the request from Park Manager Hyde to declare the Ferris mower and the John Deere tractor surplus and send them to auction. Trustee Paul E Clifford seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

##### Street Department Report

##### Street Report February 27 - March 13, 2015

Trustee Anthony J Fraboni made the motion to approve the Street Department report. Trustee Scott D Gibson seconded the motion. Mayor Swinnerton asked about repairs to potholes. Superintendent Perry replied that they have been focusing on the areas where water main breaks have taken place. He also stated that the weather has prohibited repairs. Discussion then ensued about water mains and frost levels. They also discussed the heater for the Franklin Street Bridge water main. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Trustee Paul E Clifford made the motion to declare the current bobcat surplus and to sell it at the May auction. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Trustee Kevin J Smith made the motion to purchase a new bobcat at a cost of \$35,479.04. Trustee Anthony J Fraboni seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

The Board then discussed the 1994 backhoe that needs replacing. Leasing information was provided to the Board for their review. Clerk Beardsley asked Jeffrey Smith, President of Municipal Solutions, for input on whether it would be better to borrow and enter into a short-term debt or better to purchase it outright. Mr. Smith responded that he would recommend including the purchase in with the borrowing for the Project Seneca and I&I projects as the borrowing will be taking place in May.

#### Water Department Report

##### Water Report February 26 - March 11, 2015

Trustee Paul E Clifford made the motion to approve the Water Department report as presented. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

#### Electric Department Report

##### Electric Report March 2 - 13, 2015

Trustee Anthony J Fraboni made the motion to approve the Electric Department report as written. Trustee Kevin J Smith seconded the motion. Superintendent Specchio informed the Board that Supervisor LaFever is still working on pricing and financing for a new bucket truck. The Board then voted on the motion to approve and all were in favor. Motion Carried.

#### Wastewater Department Report

##### Sewer Report March 3 - 12, 2015

Trustee Paul E Clifford made the motion to approve the Wastewater Department report. Trustee Kevin J Smith seconded the motion. Superintendent Specchio informed the Board that Stuart Thomas visited the plant and was well pleased with the progress made and the fact that we have been in compliance for nine months. The Board then discussed the fact that there are currently three candidates for the WWTP Supervisor position. Mayor Swinnerton scheduled an interview for the evening of March 25, 2015 and asked Superintendent Specchio to attend and set up a time for him to give a tour of the plant to the interviewee. The Board then voted on the motion to approve and all were in favor. Motion Carried.

#### Sewer Credits (3)

##### Sewer Credits - McElligott, Franzese & Rozell

Trustee Anthony J Fraboni made the motion to approve the following sewer credit requests. Trustee Paul E Clifford seconded the motion. Clarification was given on the request from Barbara Franzese, which was a continuation from last month's issue.

Marsha McElligott – 202 Lakeview Ave – 7 units at a cost of \$32.13 for a broken pipe in garage  
Barbara Franzese – 3336 State Route 14 – 5 units at a cost of \$35.20 for a broken pipe  
Kimberly Rozell – 805 N Perry St – 5 units at a cost of \$22.95 for a broken hot water tank

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

#### Zoning and Building Department Report

##### Codes Report March 2 - 13, 2015

Trustee Scott D Gibson made the motion to approve the Zoning and Building Department report. Trustee Kevin J Smith seconded the motion. CEO Larnard informed the Board that the meeting on solar electricity was very beneficial and educational. The Mayor then asked about the Nickel's BBQ rear entrance progress. CEO Larnard stated that it is still being worked on. A letter has been drafted and sent to the lawyers representing Schuyler ARC, but we have not heard back. Mayor Swinnerton then asked about the Dunkin Donuts parking lot and dumpster enclosure. He was informed that the parking lot second entrance will be squared away this spring. The dumpster enclosure is still being discussed. The Board then voted on the motion to approve and all were in favor. Motion Carried.

#### Superintendent's Reports

##### Superintendent's Projects March 2 - 13, 2015

Trustee Anthony J Fraboni made the motion to approve the Superintendent's reports as presented. Trustee Kevin J Smith seconded the motion. The Board discussed the Magee Point electrical easements. The Shoemakers have agreed to the easement, but the Village is still awaiting responses from the other two parties. Superintendent Specchio then stated that the melting snow has not overwhelmed the plant because of its slow melting rate. This has not been the case for all municipalities. The Board then voted on the motion to approve and all were in favor. Motion Carried.

## Fire Department Report

### Fire Department Report - Overview for February 2015

### Fire Department Report - Activity Report for February

Trustee Kevin J Smith made the motion to approve the Fire Department report as submitted. Trustee Paul E Clifford seconded the motion. Trustee Gibson inquired about the generator project. Fire Chief Judson Smith replied that the generator is here and ready to be installed. Mayor Swinnerton then asked if the department was planning any readiness drills that would incorporate the use of the generator. Chief Smith stated that the Fire Department is planning a decontamination drill in May and will try to integrate it into this drill. Trustee Gibson then recommended that the Fire Department look into purchasing flags for the fire hydrants as they had been covered with snow for a long period of time and would be hard to locate under such conditions. Fire Chief Smith stated it was a good idea and that he would look into it. The Board then voted on the motion to approve and all were in favor. Motion Carried.

## CONFERENCE REQUESTS

### Requests

#### Municipal Training School - Vellano Corporation

Trustee Scott D Gibson made the motion for Water Supervisor Harley Connelly, Maintenance Mechanic Stanley Swarthout and Superintendent Mark Specchio to attend the Vellano Corporation Municipal Training School at the Scottsville American Legion on March 25, 2015 at no cost to the Village. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

#### Finger Lakes Water Works Training

Trustee Scott D Gibson made the motion for Water Supervisor Harley Connelly, Water Treatment Plant Mechanic Martin Pierce and Maintenance Mechanic Stanley Swarthout to attend the Finger Lakes Water Works Training at the Watkins Glen Harbor Hotel on April 2, 2015 at a cost of \$25.00/person. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

#### NY Rural Water Annual Conference

Trustee Scott D Gibson made the motion for Water Supervisor Harley Connelly and Sewage Treatment Plant Operator Ed Berry to attend the NY Rural Water Annual Conference at the Turning Stone Resort & Conference Center in Verona, NY on May 19-21, 2015 at a cost of \$657.00/person. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve. The vote was as follows:

Yea: Trustee Scott D Gibson, Trustee Kevin J Smith, Trustee Anthony J Fraboni

Nay: Trustee Paul E Clifford      Motion Carried.

#### MEUA Semi-Annual Meeting

Trustee Scott D Gibson made the motion for Minard LaFever to attend the MEUA Semi-Annual Meeting on April 29-30, 2015 at the Embassy Suites in Syracuse, NY at a cost of \$110.00. Trustee Paul E Clifford seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

#### Spring Workshop - Traffic Signs and Pavement Markings

Trustee Scott D Gibson made the motion for Motor Equipment Operator Julie Krause to attend the spring workshop on Traffic Signs and Pavement Markings to be held on April 8, 2015 in Chemung County at a cost of \$50.00. Trustee Paul E Clifford 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 March 16, 2015 in the following amounts. Trustee Kevin J Smith seconded the motion.

General	\$31,645.58	Sewer	\$46,173.28
Electric	\$268,990.90	Water	\$8,327.45

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

## VOTING ITEMS

### Resolution Designating Delegate to Semi-Annual MEUA Meeting

#### MEUA Resolution

Trustee Paul E Clifford made the motion to approve the following resolution designating the Village of Watkins Glen's delegate to the Semi-Annual MEUA Meeting. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

WHEREAS, The Village of Watkins Glen is a municipal member of the Municipal Electric Utilities Association of New York State; and

WHEREAS, The Semi-Annual Meeting of the Municipal Electric Utilities Association of New York State has been called on April 29 and April 30, 2015 to be held at the Embassy Suites Hotel, East Syracuse, New York; and

WHEREAS, in accordance with the bylaws of the Municipal Electric Utilities Association of New York State, each municipal member may cast one vote on each transaction properly brought before this meeting,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Watkins Glen hereby designates Minard LaFever as the accredited delegate of the Village of Watkins Glen, New York.

### Resolution to Amend Budget for NYSDEC Grant for Fire Department

#### Budget Amendment - NYSDEC Grant

Trustee Paul E Clifford made the motion to approve the following resolution to amend the Fire Department budget for the receipt of the NYSDEC grant. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

WHEREAS, the Fire Department purchased a Portable Pump, Suction and Strainer from First Out Rescue for \$2,217.70; and

WHEREAS, they applied for and received a grant from the New York State Department of Environmental Conservation in the amount of \$1,000.00; and

WHEREAS, the grant was a matching funds grant; and

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.3389.000 State Aid, Other Public Safety and Expense Account AA.3410.400 Fire Department Contractual to offset the cost.

### Resolution to Amend Budget for Sale of Surplus for Fire Department

#### Budget Amendment - Sale of Surplus

Trustee Paul E Clifford made the motion to approve the following resolution to amend the budget for the sale of surplus equipment for the Fire Department. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

WHEREAS, the Fire Department purchased a new F350 Ford Pickup from Henderson Ford, for \$29,338.84; and

WHEREAS, there was an additional \$4601.60 allotted to outfit the vehicle; and

WHEREAS, the Village Board budgeted \$25,000.00 for this purchase; and

WHEREAS, the Fire Department sold a 1993 Ford F-350 at auction and received \$6,750.00; and

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.2650.000 Sale of Scrap \$6,750.00 and Expense Account AA.3410.200 Fire Department Equipment Account \$4,338.84 and Expense Account AA.3410.400 Fire Department Contractual Account in the amount of \$2,411.16 to offset the cost.

## Agreement with Municipal Solutions - Wastewater Collection System

### Agreement - Wastewater Collection System

Trustee Anthony J Fraboni made the motion to approve the attached agreement with Municipal Solutions in connection with the administration work for the Wastewater Collection System project. Trustee Kevin J Smith seconded the motion. Jeffrey R Smith, President of Municipal Solutions, Inc was present to give a brief overview of the proposal. The Board then voted on the motion to approve and all were in favor. Motion Carried.

## Bond Resolution - Sewer System Capital Improvement Project

### Bond Resolution

Trustee Paul E Clifford made the motion to approve the attached bond resolution authorizing a sewer system capital improvements project in response to the NYSDEC consent order. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

In correlation with the above resolution, Trustee Paul E Clifford made the motion to have Hodgson Russ do the joint BAN borrowing for both Project Seneca and the I&I project, then take out the wastewater treatment capital improvements project borrowing and have Harris Beach handle this portion per the agreement. Trustee Anthony J Fraboni seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

## BOARD CONCERNS/NEW BUSINESS

Superintendent Specchio informed the Board that the NYSDOT is preparing Fourth Street for paving this spring and that the Franklin Street project is scheduled for 2016 although the scope of this project is still unknown.

Trustee Fraboni asked about the cardboard in the downstairs hallway of the Municipal Building. He was informed it was from the server installation. He then confirmed the fact that Election Day will be Wednesday, March 18, 2015 at the Community Center.

Trustee Smith reiterated his thanks to all the staff for their dedication during his tenure.

Superintendent Perry informed the Board that he dye tested the storm sewer on the side hill to determine the source of water causing issues on the stairs. The testing has shown that there is another pipe coming down into this area. The Street Department will have to dig up the area, locate the pipe and tie it into the new pipe that has been installed.

## EXECUTIVE SESSION (as needed)

Trustee Scott D Gibson made the motion to exit public session and enter executive session for two items at 9:14pm. Trustee Kevin J Smith seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

## ADJOURNMENT

Trustee Scott D Gibson made the motion to exit executive session and adjourn the meeting at 9:35pm. 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