

REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
VILLAGE OF WATKINS GLEN HELD MONDAY, OCTOBER 6, 2014

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, Park Manager Michelle Hyde and Code Enforcement Officer Gregory Larnard. Absent were Senior Account Clerk Typist Rhonda E Slater, Water Supervisor Harley Connelly and Electric Supervisor, Minard LaFever, There was one other person in attendance.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

Mayor Swinnerton added Camp Rates as item 5.1b
Clerk Beardsley added the NYPA audit price quote as a voting item.

PUBLIC BE HEARD

Paul Marcellus - Jefferson Village
Paul Marcellus was not in the audience.

APPROVAL OF MINUTES

Minutes for Regular Meeting September 15, 2014
Minutes

Trustee Scott D. Gibson made the motion to approve the September 15, 2014 minutes. Trustee Paul E. Clifford seconded the motion and all voted in favor. Motion Carried.

REPORTS

Parks Department Report

Parks Report September 13 - October 2, 2014

Trustee Anthony J. Fraboni made the motion to approve the Parks Department report. Trustee Paul E. Clifford seconded the motion. Park Manager Michelle Hyde was in attendance and gave a short summary of what has been going on in her department the past three weeks.

Mayor Swinnerton advised that there will be upcoming meetings regarding the Clute Park Lakeside Development that he would like Michelle to join. The Mayor stated that he will advise Michelle of the dates of the meetings.

Trustee Scott D. Gibson asked Michelle how the skate program/special skates were going. Michelle stated that the special skates were going great but that the regular Friday night skates have been poorly attended. She did note that the attendance has started to increase and she expects that the numbers will continue to grow. The Mayor called for a vote on the Parks Department report and everyone voted in favor. Motion Carried.

**Surplus Equipment
memo**

Trustee Paul E. Clifford made the motion to surplus the Parks Department Cub Cadet model CC550, rear wheel drive push mower. Trustee Kevin J. Smith seconded the motion and all voted in favor. Motion Carried.

2015 Camp Rates

Michelle Hyde passed out a camp rate chart listing the rates that Trustee Anthony J. Fraboni proposed at the last meeting along with the increases she proposed for 2015. Trustee Scott D. Gibson read the rates aloud. The Board asked Michelle approximately how many full time monthly campers there were and how many non-full time monthly campers there were. She stated that there are 4 full time monthly campers and 4 or 5 that do one or two months. There was discussion about adding the 4 full time monthly campers to the seasonal list. Trustee Paul E. Clifford then made a motion to adopt the following camp fees for 2015. \$2,300 for a seasonal site; \$850 per month for full time monthly camp sites; \$1,100 per month for the months of July and August, and \$325 for a weekly site. Trustee Kevin J. Smith seconded the motion and all voted in favor. Motion Carried.

PUBLIC BE HEARD (revisited)

Paul Marcellus - Jefferson Village

Paul Marcellus entered the meeting at 7:10pm. Paul stated that he asked to be put on the agenda to discuss the status of Board member appointments for the Village of Watkins Glen Housing Authority Board. He asked when new members would be appointed as the Housing Authority Board is down two members. He stated that he realizes that the Mayor appoints the members to the Housing Authority Board and hopes those appointments can be made in the near future. Mayor Swinnerton stated that he would contact Paul the next day regarding the appointments.

Street Department Report

Street Report August 29 - October 2, 2014

Trustee Scott D. Gibson made the motion to accept the Street Department Report for August 29-October 2, 2014 and Trustee Anthony J. Fraboni seconded the motion. Superintendent Perry gave a summary of the activities of the street department. He reported that the work on Jackson Street is coming along and that the grass has begun sprouting in the residents' lawn.

Trustee Anthony J. Fraboni indicated that he had received a complaint from a resident on Grandview Avenue that when the bucket was picking up leaves they took up part of the lawn. Superintendent Perry stated that they will fix it.

Mayor Swinnerton requested that a Children at Play sign be installed on Orchard Avenue. Chief Struble stated that he agreed with adding that sign on Orchard Avenue.

Trustee Scott D. Gibson asked if there was a schedule for leaf pick up with the vacuum truck. Superintendent Perry indicated that it was a little too early for that but as soon as more of the leaves start falling he will use the Code Red system to notify residents where the vacuum will be. He further stated that they are doing small piles of leaves individually as they see them. The Mayor called for a vote on the motion and all voted in favor. Motion Carried.

Water Department Report

Water Report September 11 - October 1, 2014

Trustee Kevin J. Smith made the motion to approve the Water Department report submitted for September 11 through October 11, 2014. Trustee Scott D. Gibson seconded the motion. Mayor Swinnerton reported on the meeting prior to the Board meeting with the owner of the Glen Motor Inn and representatives from the Town of Reading Board. The Mayor stated that he would ask Water Supervisor Connelly to go up and come up with a sketch of Mr. Franzese's system and to make recommendations where meters should be placed along that system.

There was brief discussion regarding the water system on the lake side of Clute Park. The status of the loop on Division Street was briefly discussed and it was noted that the crews are waiting for the Idlewilde Inn to close before they do anything further. Mayor Swinnerton called for a vote on the report and all voted in favor. Motion Carried.

Electric Department Report

Electric Report September 15 - October 3, 2014

Trustee Scott D. Gibson made the motion to approve the Electric Department for September 14 to October 3, 2014 and Trustee Kevin J. Smith seconded the motion. Superintendent Specchio reported that they have been working on an issue at the substation and now have it about taken care of. Mayor Swinnerton thanked the guys for taking care of the problem from yesterday. Mayor Swinnerton then called for a vote on the motion and all voted in favor. Motion Carried.

Wastewater Department Report

Sewer Report September 11 - October 2, 2014

Trustee Kevin J. Smith made the motion to approve the WWTP report for the period of September 15 to October 2, 2014 as submitted. Trustee Scott D. Gibson seconded the motion.

Superintendent Specchio reported that the plant continues to be in compliance. He also informed the Board that Yaw's Environmental contracted with an engineering firm to make recommendations for the aeration tanks to better handle the highs and lows during rain situations. Superintendent Specchio would like permission to send the report to the Village's engineers for review and possible implementation. He further stated that he has been seeking costs for the recommended work. There was some further discussion regarding this. Superintendent Specchio stated that the cost for the engineering report will be absorbed by Yaw's.

Superintendent Specchio informed the Board that he has been in contact with Stewart Thomas from DEC regarding the hours the men are working at the WWTP. Mr. Thomas has requested that the request to return to Monday – Friday hours be put in writing and submitted to him, which has been done. Superintendent Specchio expects to hear from him regarding that request within the next day or two. Mayor Swinnerton noted that there is a JPC meeting this week and interviewing for a Chief Operator should be a high priority. The Mayor then called for a vote on the report and all voted in favor. Motion Carried.

Zoning and Building Department Report

Codes Report September 15 - October 3, 2014

Trustee Anthony J. Fraboni made the motion to approve the Code Department report for September 15 – October 3, 2014 as presented, and Trustee Paul E. Clifford seconded the motion.

Code Officer Greg Larnard gave a summary of projects going on. He stated that the work on the Middle School project has not started yet, however, they have submitted the plans and everything looks good. He also noted that the contractors for the project have met with him and they are anticipating a mid-November start date.

Greg also informed the Board that he received a complaint that the large pinwheels at Garcia's were obstructing the view when making a turn. He went and looked at the situation and then talked with the staff at Garcia's and they immediately removed the pinwheels. Mayor Swinnerton called for a vote on the motion and all voted in favor. Motion Carried.

Superintendent's Reports

Superintendent's Reports September 15 - October 3, 2014

Trustee Paul E. Clifford made the motion to approve the Superintendent's Report for September 15 – October 3, 2014, and Trustee Scott D. Gibson seconded the motion.

Superintendent Specchio reported that he has been meeting with DOT and they want to know if the Village is on board with them to have a traffic study conducted for recommendations on how to move traffic through the Village in a smoother manner. He stated that one of the possible solutions may be to make Franklin and Decatur Streets one-way. He noted that a bypass has already been determined not to be a feasible solution. Superintendent Specchio said that the DOT has not mentioned anything further regarding paving on Fourth Street.

Superintendent Specchio stated that the water main on Franklin Street is set for the upcoming winter months, although if this winter is another extreme one the pipe could freeze again.

Superintendent Specchio informed the Board that the roof on the Municipal Building is still leaking. He said that he has not yet been able to get any price quotes. When he has all the pricing info he will forward it on to the Board. Chief Struble commented that he believes the roof is getting worse because it takes less rain than in the past for the leaks to begin. It was noted that the portion of the roof that is leaking is original and it was not replaced during the building renovations. There was some discussion and all the Board members are in agreement that the roof needs to be done and done correctly. Mayor Swinnerton called for a vote on the motion and all voted in favor. Motion Carried.

Police Department Report

Police Report for September 2014

Trustee Anthony J. Fraboni made the motion to approve the Police Department report for September 2014 and Trustee Scott D. Gibson seconded the motion.

Chief Struble gave a brief summary of his department's activities during September. He noted that school is back in session and the SRO is back to work. Chief Struble commented that after a few tweaks in the beginning the change with the crossing guard position is working well. The Chief also informed the Board that the police vehicles will be switched in a couple of months to keep the mileage even. Mayor Swinnerton called for a vote on the motion and all voted in favor. Motion Carried.

Fire Department Report

Fire Department Overview for August 2014

Fire Department Activity Report for August 2014

Trustee Scott D. Gibson made the motion to approve the Fire Department reports for August 2014 and Trustee Anthony J. Fraboni seconded the motion.

Trustee Gibson noted that the reports include a nice narrative and a breakdown of items. Mayor Swinnerton called for a vote on the motion. All voted in favor. Motion Carried.

CONFERENCE REQUESTS

MEUA Conference

MEUA Registration Form

Trustee Anthony J. Fraboni made the motion for Rhonda Slater to attend the MEUA Accounting and Finance Conference in Syracuse on October 29, 2014 at the cost of \$80. Trustee Paul E. Clifford seconded the motion and all voted in favor. Motion Carried.

AUDIT

General Audit

Trustee Anthony J. Fraboni made the motion to accept the audit report and ad-ons in the following amounts. Trustee Scott D. Gibson seconded the motion. All voted in favor. Motion Carried

General	\$24,331.73	Sewer	\$11,895.09
Electric	\$147,646.33	Water	\$4,650.48

VOTING ITEMS

EDA App Resolution

Resolution

Mayor Swinnerton read the following resolution.

**RESOLUTION FOR APPLICATION TO US EDA FOR GRANT FUNDING
AND FOR THE MAYOR TO MAKE ANY SUBMISSIONS AND TO SIGN
ANY NECESSARY DOCUMENTS FOR THE SAID APPLICATION**

WHEREAS, the Village of Watkins Glen is planning for construction of a new regional WWTP and decommissioning of its existing plant under terms of an Inter-Municipal Agreement with the Village of Montour Falls; and

WHEREAS, the US Economic Development Administration (US EDA) has public works funds available for construction assistance for such projects, and

WHEREAS, the Village of Watkins Glen desires to pursue grant funding for a portion of the total project cost currently estimated at \$30 million;

NOW THEREFORE, BE IT RESOLVED that the Village will make application to US EDA for construction funding assistance in an amount up to \$1.5 million, the local funding match to come from other financing to be secured for this project; and

BE IT FURTHER RESOLVED, that the Mayor of the Village of Watkins Glen is authorized to sign any documents and make any submissions to EDA, including submissions on www.grants.gov, necessary to make this application.

Trustee Paul E. Clifford made the motion to approve the resolution and Trustee Kevin J. Smith seconded the motion. All voted in favor. Motion Carried.

BOARD CONCERNS/NEW BUSINESS

Trustee Kevin J. Smith inquired about the wall at the Water Works project that will separate the Village's portion of the building from the Water Works' portion. Superintendent Specchio stated that the contractor doing the work for the Water Works has submitted a price quote to do the work for the Village. The Board was in agreement with the contractor doing the Village's portion as long as the cost does not exceed the amount it would cost for Village employees to do the work. Superintendent Specchio indicated that he would check the price to be certain it did not exceed the cost of having Village employees do the work.

Mayor Swinnerton also informed the Board that Bruce Nelson has asked if the Village would replace the windows and door on the Village side of the building to match the windows and doors on his side of the building. The Board was in agreement with that as long as they meet the requirements needed for the Village.

Superintendent Specchio reported that NYSEG has informed him that they will be replacing their gas main between Lakeview Avenue and Orchard Avenue this fall. The main will run on the south side of Second Street. Trustee Scott D. Gibson expressed concern, referring to the last time NYSEG did a project in that area. Superintendent Specchio also noted that the NYSEG main replacement scheduled for Pine Street has been delayed until the spring.

EXECUTIVE SESSION (as needed)

Not Needed

ADJOURNMENT

Trustee Scott D. Gibson made the motion to adjourn at 8:03pm. Trustee Anthony J. Fraboni seconded the motion and all voted in favor. Motion Carried.

Meeting Adjourned.

Respectfully Submitted,

Donna J. Beardsley