BOARD OF TRUSTEES
Village of Watkins Glen
OFFICIAL NOTICE OF REGULAR MEETING
November 3, 2026

A regular meeting of the Board of Trustees for the Village of Watkins Glen will be held on November 3, 2026 at **5:00 pm** in the Board Room of the Municipal Building, 303 North Franklin Street, Watkins Glen, New York.

AGENDA

1. **PLEDGE OF ALLEGIANCE**

2. **NEW ADDITIONS TO AGENDA**
   a. _____
   b. _____
   c. _____

3. **PUBLIC BE HEARD**
   a. _____
   b. _____
   c. _____

4. **APPROVAL OF MINUTES**
   a. Minutes for the regular board meeting held on October 20, 2026.

5. **DEPARTMENT REPORTS**

a.	Parks	☒Attached
b.	Streets/B&G	☒Attached
c.	Code Enforcement	☒Attached
d.	Water	☒Attached
e.	Electric	☒Attached
f.	Joint Wastewater/Collections	☒Attached
g.	Police	☐Attached
h.	Fire	☐Attached

The Board of Trustees meets on the first and third Tuesday of the month at 5:00pm in the Board Room of the Municipal Building. All meetings are voting meetings, which opens with a public comment period. Meeting agendas are created from prior public input, Department operating and planning issues and requests made to the Board. The Board reserves the right to limit verbal comments to three minutes if necessary and to request written comments on lengthy or complex issues. This information may then be used to create committee agendas, with the speaker or author invited to attend.
This institution is an equal opportunity provider and employer

BOARD OF TRUSTEES
Village of Watkins Glen
OFFICIAL NOTICE OF REGULAR MEETING
November 3, 2026

6. **VOTING ITEMS** ("*" = supporting documentation attached)

   a. *Approve the contract from Southern Tier Central Regional Planning & Development Board for planning-related services from January 1, 2027 – December 31, 2027, in the amount of $5,665.
   b. *Approve supervisor Terry Wilcox's procurement request for a Goulds Submersible Sewage Pump from Gartner Equipment Company, Inc. in the amount of $4,913.20 + freight.
   c. *Approve the proposal for Cybersecurity Assessment Services by Larson Design Group in the amount of $50,000. This project is funded by a grant of $25,000 each for both water and wastewater by the New York State Environmental Facilities Corporation.
   d. *Approve the Member Application for Use of Village Fire Hall by Schuyler County Public Health for a public health training on 12/11/2026 from 8a – 3p.
   e. *Adopt the resolution authorizing the Village attorney to seek injunctive relief in the matter of Hollenbeck v. Village of Watkins Glen to compel compliance with the Village code and removal of an unauthorized tiny home at 120 Magee Point.
   f. _____
   g. _____

7. **AUDIT**
   a. *General Audit dated October 30, 2026 for the total amount of $109,643.04.

8. **BOARD CONCERNS/NEW BUSINESS**
   a. _____
   b. _____
   c. _____
   d. _____
   e. _____
   f. _____

9. **ADJOURNMENT**

   a. Time of Adjournment: _____

The Board of Trustees meets on the first and third Tuesday of the month at 5:00pm in the Board Room of the Municipal Building. All meetings are voting meetings, which opens with a public comment period. Meeting agendas are created from prior public input, Department operating and planning issues and requests made to the Board. The Board reserves the right to limit verbal comments to three minutes if necessary and to request written comments on lengthy or complex issues. This information may then be used to create committee agendas, with the speaker or author invited to attend.
This institution is an equal opportunity provider and employer

REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF WATKINS GLEN HELD TUESDAY, OCTOBER 6, 2026

PLEDGE OF ALLEGIANCE

The public session of the meeting was called to order at 5:00 p.m. by Mayor Peter G. Cherock. Present were Mayor Peter G. Cherock, Deputy Mayor Bob Carson, Trustee Margaret Schimizzi, Trustee Stephen Klemann, Trustee Michaela Christensen, and Village Clerk Fred Warrick. Also in attendance was Streets/B&G Supervisor Scott Taylor, Sergeant in Charge Ethan Mosher, Water Supervisor Meghan Fox, and Superintendent of Village Parks & Recreation Stacey Parrish. There were no others in attendance.

PUBLIC BE HEARD

None

APPROVAL OF MINUTES

Minutes for the regular meeting held on October 6, 2026.

Trustee Margaret Schimizzzi motioned to approve the minutes for the regular board meeting held on October 6, 2026. Deputy Mayor Bob Carson seconded the motion. The board then voted on the motion. All were in favor. Motion carried.

DEPARTMENT REPORTS

Deputy Mayor Bob Carson motioned to approve all department reports. Trustee Margaret Schimizzi seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

VOTING ITEMS

Wall that Heals

Trustee Stephen Klemann motioned to grant the Parks Department preliminary approval, if chosen, for Clute Park to be a host site for the Wall That Heals in 2027 and, if selected, to waive all parking fees at Clute Park during the five-day hosting period. Trustee Michaela Christensen seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

Member Applications for Use of Fire Hall

Trustee Margaret Schimizzi motioned to approve the Member Application for Use of Village Fire Hall by Aaron Emery on behalf of the Schuyler County Corn Hole for a fundraising tournament to raise money for Veterans for Schuyler, to be held on 11/08/2026 from 10a – 4p. Trustee Stephen Klemannn seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

Trustee Michaela Christensen motioned to approve the Member Application for Use of Village Fire Hall by Eugene Fraboni for a birthday party for his granddaughter to be held on 11/14/2026 from 9a – 3p. Deputy Mayor Bob Carson the motion. The Board then voted on the motion. All were in favor. Motion carried.

Trustee Stephen Klemann motioned to approve the Member Application for Use of Village Fire Hall by Brian Hudson for the Schuyler County Youth Cheer Banquet to be held on 11/21/2026 from 12p – 4p. Deputy Mayor Bob Carson seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

General Audit

Deputy Mayor Bob Carson made a motion to approve the general audit dated October 19, 2026 in the following amounts:

General	$45,382.50	Sewer	$4,054.88
Electric	$188,268.56	Water	$10,158.03
Joint Activity (CVWRF)	$38,993.94	Clute Park Lift Station	$205.38

Totaling: $287,063.29

Trustee Margaret Schimizzi seconded the motion. The Board then voted on the motion. All were in favor. Motion Carried.

BOARD CONCERNS

a. Trustee Margaret Schimizzi recognized Brandon VanHorn, Stacey Parrish, Patti Schmizzi, and Danny Sims for their help with their time and effort in helping to restore more snowflake decorations for the light poles.
b. Mayor Peter G. Cherock informed the board that Municipal Worker Nick Leeber would relocate back to the wastewater treatment plant, including all equipment for sewer, and report directly to the wastewater plant supervisor Terry Wilcox.

EXECUTIVE SESSION

Deputy Mayor Bob Carson motioned to enter an executive session to discuss matters in the Hollenbeck vs the Village of Watkins Glen case. Trustee Margaret Schimizzi seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

ADJOURN

With no further business to come before the Board, Trustee Margaret Schimizzi made a motion to adjourn at 5:45 p.m. Trustee Stephen Klemann seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

Meeting Adjourned.

Fred Warrick
Village Clerk

Parks and Recreation Department Report
Village of Watkins Glen
November 03, 2026

Recreation Programs:

- Pickleball League moved to Tuesday 10/27 temporarily due to fire academy training in community center.
- Womens Roller Derby canceled for 10/29 due to fire academy in community center. Return 11/03
- Dog Obedience Classes in Event Center on Wed nights 10/28 to 12/02
- Friday Night Roller Skate dates through end of year- 10/30, 11/6, 11/13, 11/20, 12/11, 12/18. Averaging 80 roller skaters. Concession stand on skate night has been going well with providing new products bi-weekly.

Clute, LaFayette, Boat Launch & Gifford Park:

- Continuing to restring snowflakes and garlands for street decorations.
- Met with Farmers Market for Lafayette Park and CDC. Planning 15-week market and Tuesday nights concerts for 2027. 06/01 to 9/07. Market will run from 5p to 8p with the concerts moving to 6p to 8p.
- Still working with getting permits from Canal Corp and DEC to try and get approvals to clean-up debris in waterway backing up at footbridge near kayak beach.
- Signs pulled for pay to park at Clute with parking signs bagged over for the winter.
- Annual hood cleaning at Clute concession stand and community center completed.
- Replaced back flow preventers at Event Center having inspected by Davis Ulmer fire sprinkler co.

Clute Memorial Campground:

- Fall deposits have been paid by seasonals for 2027 season.
- Contacting people on waitlist for open seasonal sites for 2027. We have 5 open seasonal sites left.
- Park office back porch bathrooms both complete.
- Campground facilities/bathrooms at campground being cleaned for closure of all on Oct 23.
- Vouchers Done

Event Center, Community Center, Boat Launch:

- Holiday Event with Pictures with Santa and Grinch planned for Sunday Dec. 13th.
- 10/28-10/30- NYS Fire Prevention Seminar at Community Center
- 11/2-11/4- Schuyler County Elections at Community Center
- 11/3- Guthrie Mobile Unit at Lafayette Park
- 11/7- AMBA Clinic at Community Center
- 11/11- Veterans Day Ceremony at Community Center
- 11/16-11/19- Fire Academy Arsenal Training at Community Center
- 11/20- Red Cross at Community Center
- 11/20- Centralus Health Meeting at Event Center
- 12/05- Cargill Christmas Party at Event Center
- Community Center Rentals- 19 for October
- Lafayette Park- 2 for October
- Event Center Rentals- 8 for October

Stacey Parrish,

Superintendent of Parks & Recreation

Streets/Buildings and Grounds
Board Report for Nov 2,2026

Streets:

- Safety Meeting in morning
- Bags and Brush
- UFPO
- Street garbage
- Cleaned catch basins off
- Mowing in cemetery's
- Scraping curb lines
- Starting leaf clean-up in cemetery
- Milling and paving
- Helped Nick put in two manholes and a lamp hole
- Started Leaf clean-up in Village
- Picked up signs and barricades from paving
- Put out barricades and picked up for trunk or treat

Buildings and grounds:

- Safety Meeting in morning
- Daily garbage
- Mowing of all parks and campground
- Water franklin St. Flowers
- Mowing/weed whacking all parks/campground/fire dept.
- Shut water off in campground
- Picking up fire rings and picnic tables
- Pulled docks
- Winterize camp bathrooms
- Covered all parking signs on lakeside and kayak launch
- Shut water off on lakeside
- Worked on picnic tables
- Set-up for events
- Shut water off in Lafayette Park bathrooms and winterized
- Set up for Events
-

Thanks Scott

Codes Department Report:

October, 2026

Permits Issued: 9

0 – New Multi-family Dwelling

2 – Deck/Porch

0 – Demolition

1 – Plumbing

0 – Remodel

0 – Accessory Structure- Dwelling Unit

0 – Commercial

2 – Roofing

0 – Fence

1 – Electrical

1 – HVAC

Zoning Board Meeting: No Meeting

Planning Board Meeting:

311 N. Glen Ave has been subdivided into 2 conforming lots. After much interaction with STC it was determined that because the Village does not have a subdivision law, a subdivision is only submitted to the county. Be assured that I did walk through the process with the current owners of the property and made sure that both lots met the minimum standards set forth in the Zoning law.

211 N Franklin St. has applied for a site plan review to replace the façade. The packet has been sent to the Planning Board as the new façade will need to be approved. The County has already sent back its recommendation on this issue. The Planning Board must approve the style and color of the new façade.

Plan Reviews:

Several small job and plans have been reviewed.

Building construction inspections:

As you all may already know, Burger King has completed it remodel and the CO has been issued. Burger king is now open.

Numerous phone conversations Re:

Permitting, Code violations, Zoning info.

Vacant and Abandoned Registration:

Vacant building registration has been updated and Vacant Commercial buildings has been added. There are 20 Residential vacant buildings and 6 Commercial vacant Buildings.

I could use some help getting letters out to the property owners as they are in violation of Local Law No. 3 of 2021 requiring all vacant building to be registered and for them to pay a registration fee and an annual fee. Little to not response has been received from the letters that went out earlier this year.

Fire Safety Inspections:

None at this time.

STR's:

I am trying to go though the list to update all current STR's and to see how many openings we may have available.

Updates to ongoing issues:

120 Magee point Rd case has been taking up a lot of my time trying to navigate all the information that has been requested. Also looking at the Zoning law and how it all applies to this case.

112 14th St has been sold. The new owner has not submitted an application as of yet. I am keeping an eye on the property.

225 Lakeview Ave information and court packet has been sent to Dave Ealy for review before sending it to the Judge. I have not heard back as of today on this issue.

308 3rd St. has not responded to any communications as of today. This building is very unsafe.

113 E 2nd St Accessory structure (garage) the roof is caving in and the block wall mortar joints have separated in several places making the building unstable. Full collapse of the roof is eminent. A notice of violation – order to remedy was sent 10/08/2025 and again 7/31/2026. No action has been taken by the owner.

I will be making a full Board report for both of these properties.

Dennis Tremblay
Code Enforcement Officer.

WATER DEPARTMENT
2026 WORK REPORT

Summary of Work Completed:

General

- PERFORMED DAILY OPERATIONS
- UFPOS
- MONDAY MORNING MEETINGS
- MONTHLY REPORT COMPLETED
- LOCK OUT TAG OUT TRAINING
    - STANS STILL INCOMPLETE

Water Treatment Plant

- CHANGED EMPTY CHLORINE TANKS
- FILLED CHEMICAL DAY TANKS
- WEEKLY BACKWASH OF PRETREATMENT TANKS
- SAMPLES DAILY, BACT
    - CURRENTLY SEEKING QUOTES FROM OTHER APPROVED LABS
    - WAITING FOR CONTRACT PRICE FOR PACE ANALYTIC
- SAFETY INSPECTIONS
- SCRUBBING CELLS

- WEEKLY, STEAM GENNY DIDN'T HELP.
  - STARTED WITH CLEANING VINEGAR, CANNOT USE MUCH ELSE DUE TO DOH REGULATIONS
- STEUBEN PUMP RETURNED WITH REPLACED BEARINGS AND SEAL

Distribution System

- OPERATING THE AIR BURST SYSTEM WEEKLY
- STILL MONITORING RAW TURBIDITY SPIKES
  - USING HIGHER DOSES OF ALUM OVER THE LAST 2 YEARS, SINCE NEW INTAKE 50% TO 75% NOW AT 90%
- FOUND MULTIPLE LEAKS ON THE NEW AIR BURST LINE
- FLUSHING, SHOULD BE COMPLETED THIS WEEK
- REPLACING BROKEN/MISSING CAPS DURING PAVING
- STILL WORKING WITH PERMANGANATE UNTIL NEXT MONTH
- GOING TO START PAINTING HYDRANTS THAT ARE NOT ON THE REPLACEMENT LIST

BOARD MINUTES FOR ELECTRIC DEPARTMENT

November 3rd 2026

Weeks of October 19th – November 1st

- Daily substation, street light and line inspection
- UFPO's
- Safety Training / Climbing
- Daily Tailboard
- Meter work orders
- Service complaints / requests
- Vehicle maintenance and cleaning
- Shop maintenance and cleaning
- Meter reading / testing
- Storeroom and stocking trucks
- Bi-weekly Manager Meeting
- Input work orders into USA CPR Ledger
- Meter replacements and upgrades
- Street light repair and replacement
- Mow and weed eat pole pile, substation and metering station
- Transport decorations to various locations for reconstruction
- Wire plug ends onto rebuilt decorations
- Dig and install light bases and conduits in Clute Park
- PPE – rubber goods and fiberglass dielectric testing
- Take deliver of NYPA trees
- Scheduled annual dielectric and ANSI testing for trucks
- Ordered more wire strands to finish large snowflake rebuild
- Call out – 909 Magee – Transformer fire – No issues found
- Haul millings to substation

Thank You
Tommy Ballard

JOINT WASTEWATER PLANT
REPORT
Oct 29th, 2026

- Operation and maintenance of Joint Montour Falls/Watkins Glen WW facility
- Time sheets done
- Board reports
- Vouchers done
- BI-Weekly Managers meeting
- Attend JPC meeting
- Daily and weekly samples collected
- Daily rounds sheets done
- Sludge removal
- Safety meeting with staff
- Clean admin Building
- DMR and Ops report done for Sept and submitted to DEC and EPA
- 4th Quarter WET samples completed
- Ferguson electric rep in plant
- Shop cleaned
- Load of scrap taken to recycler
- Waste oil removed from plant
- Meet with John (National rep for Rural Water) discuss upcoming wastewater issues
- Complete ethics course through Rural Water, complete applications for $10,000.00
- Call from Hunt Engineers (Tim Stead). Discuss KOA and Dix SPS.
- Call AquaLogics to come look at panel for sludge tanks, pump doesn't shut off, created tank overflow on sludge tanks.
- Brian Kelleher (Godwin Pumps) in plant

COLLECTION REPORT

- Meet with collection staff weekly
- SPS daily runtimes recorded
- Weekly testing of high level floats
- Resetting xtu at Salt Point rd and Decatur multiple times during week
- Weekly cleaning of floats at Clute, Perry, Watkins Brewery, Salt Point and Central Asphalt stations
- Parts order fro EJP
- Change pump at Clute park, new pump bad will have to purchase rebuild old one
- Assist Building and grounds
- Assist W2O with pulling bad pump at Clute Park
- Req put in for new pump for Clute Park
- Onsite for manhole replacement on Third and Decatur
- Raise manholes on 7th st & Smallie lane, raise lamphole on Decatur to prepare for paving.
- Jet 4th & Perry
- Jet 7th and Perry
- Jet 9th st outside county building
- Jet 10th & Decatur south towards bridge then west towards franklin
- Jet 3rd & Decatur west towards franklin then south down Decatur st

Regards T. Wilcox

SOUTHERN TIER CENTRAL
Regional Planning & Development Board

October 16, 2026

Mr. Peter Cherock, Mayor
Village of Watkins Glen
303 N. Franklin St.
Watkins Glen, NY 14891

RE: The proposed contractual agreement between Southern Tier Central Regional Planning and Development Board (STC) and the Village of Watkins Glen for planning-related services.

Dear Mr. Cherock:

I am enclosing a proposed contractual agreement for planning-related services between the Southern Tier Central Regional Planning and Development Board and the Village of Watkins Glen.

The term of the agreement would be **January 1, 2027, through December 31, 2027**. Our staff members would provide planning-related services partially funded by the Appalachian Regional Commission. Your share of the cost of these services would total up to the amount of **$5,665.00**

I am enclosing two copies of the signed contract. If this is acceptable to the Village, please sign and date both copies of the contract, return one copy to our office, and retain the other copy for your records. Assuming that the contract is acceptable, I have also enclosed a Request for Payment.

Our staff will be happy to meet with you to discuss the services they can provide to the Village and develop a custom work plan based on your particular needs and opportunities. After we receive the signed contract, a member of our staff will call you to arrange a meeting.

We look forward to working with you during the upcoming year.

Sincerely,

Chelsea M. Robertson
Executive Director

CONTRACTUAL AGREEMENT
BETWEEN THE VILLAGE OF WATKINS GLEN
AND
SOUTHERN TIER CENTRAL REGIONAL PLANNING AND DEVELOPMENT BOARD
FOR THE CALENDAR YEAR 2027

AGREEMENT by and between Southern Tier Central Regional Planning and Development Board, hereinafter referred to as "STC," and the Village of Watkins Glen, hereinafter known as "THE VILLAGE."

It is agreed as follows:

A. STC will provide professional planning services in response to the direction or request of THE VILLAGE. Services to be provided may include assistance in any of the following:

- Evaluating and updating documents
  - Comprehensive Plans
  - Economic Development Strategies
  - Zoning Laws
  - Standard Forms (Flood Plain Permits, Subdivision Permits, Conditional Use Permits, Variance Request, etc.)
- Coordinating Activities
  - Planning for new incoming industry
  - Implementation of Comprehensive Plans
- Reviewing programs and projects
  - Identify applicable laws, regulations, and requirements
  - Determine how the current municipal zoning law will affect the application
  - Determine the application's alignment with current Comprehensive Plans or other Community Plans.
  - Recommend legal language to use in SEQR and motions during the meeting
- Identifying grant opportunities
  - Assist in grant writing
- Evaluating and selecting developers, contractors, architects, and engineers relative to specific projects
- Monitoring of programs/projects
  - Identification and mediation of problems
- Attending meetings of the general public, municipal board meetings, and meetings of other departments or agencies as required.
- Provide training for municipal boards, Planning Boards, building inspectors and Zoning Board of Appeals on:
  - Zoning Law (local law, variances, conditional uses, when to hold a public hearing, etc.)
  - How to run a meeting
  - GIS – integration into daily work
- Flood mitigation
- Provide mapping for projects, proposals and applications.

B. STC will ensure that staff, including support staff, summer interns, if available, and facilities are sufficient to meet and discharge its obligations hereunder and will provide periodic activity reports to THE VILLAGE in the form and content requested.

C. THE VILLAGE will pay to STC the total amount of **$5,665.00** by **January 30, 2027**.

D. On a quarterly basis STC will submit to THE VILLAGE a summary of the hours worked and costs incurred by STC Staff members.

E. STC will notify THE VILLAGE as it approaches its contractual time allotment and reach an agreement on whether additional services will be required at an additional cost. If it is decided that additional services are required, STC will bill the community for the additional work.

F. THE VILLAGE shall ultimately assume all responsibility for the proper and appropriate application of laws, statutes, ordinances, and legal concepts to the work products thereof, and nothing contained herein shall be deemed or construed by either of the parties or by any third person to create any relationship of third party beneficiaries, principal and agent, limited or general partnership, or a joint venture, or of any association or relationship involving either parties hereto.

G. THIS AGREEMENT shall be effective beginning **January 1, 2027,** and shall remain in full force and effect through **December 31, 2027**. Either party may declare this agreement null and void with a 60-day written notice to the other party, said notice mailed by certified mail.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year indicated below.

SOUTHERN TIER CENTRAL REGIONAL PLANNING AND DEVELOPMENT BOARD

BY _____ Date 10/16/26
Chelsea M. Robertson, Executive Director

VILLAGE OF WATKINS GLEN

BY _____ Date _____
Mr. Peter Cherock, Mayor

SOUTHERN TIER CENTRAL
Regional Planning & Development Board

REQUEST FOR PAYMENT

TO: Village of Watkins Glen
303 N. Franklin Street
Watkins Glen, NY 14891

DATE: October 16, 2026

DESCRIPTION	AMOUNT

The Village of Watkins Glen has contracted with the Southern Tier Central Regional Planning & Development Board for Planning Assistance from **January 1, 2027, through December 31, 2027.**

Payment requested by January 30, 2027 **$5,665.00**

Please remit to: Southern Tier Central Regional
Planning and Development Board
8 Denison Parkway, East
Suite 310
Corning, NY 14830

Village of Watkins Glen

Procurement Request Form

Designed to comply with New York State Village Law §104-b, General Municipal Law §103, and guidance issued by the NYS Office of the State Comptroller (OSC). This form documents compliance with competitive procurement, reasonableness of price, and internal controls.

DO NOT COMPLETE THIS FORM IF THE PURCHASE MEETS ANY OF THE EXCEPTIONS, EXCEPT FOR EMERGENCY PURCHASES.

THOUGH AN EXCEPTION, EMERGENCY PURCHASE MUST BE DOCUMENTED

Exceptions:

1. **Purchases under $1,500**
2. Emergency Purchases, as defined by statute. **(MUST COMPLETE THIS FORM)**
3. Contracts for personal service (creates employer/employee relationship w/ contractor)
4. Employee expenses such as conference expenses, mileage, meals and other reimbursable expenses in performance of day-to-day duties.
5. Reimbursement of petty cash.
6. Utility bills.
7. Service contracts for a fixed monthly or annual amount.
8. Interdepartmental charges.
9. Medical examinations.
10. Legal notices.
11. Postage meter costs/postage.
12. Professional services (Legal, Accounting/Financial, Consultants, IT, Engineering)
13. Insurance premiums.

---

1. Request Information

- **Department / Office:** WASTEWATER
- **Requesting Employee:** TONY WILCOX
- **Title:** CHIEF OPERATOR **Phone / Email:** 607 742 6871
- **Date of Request:** 10/21/26

---

2. Description of Purchase

- **Type of Purchase:** ☒ Goods ☐ Services ☐ Public Works

Detailed Description (include specifications, scope, quantity, and municipal purpose):

REPLACEMENT PUMP CLUTCH RACK

OSC Note: Description should be sufficient to demonstrate necessity and allow comparison of pricing.

2A. Public Works Contract vs. Services Contract Determination Checklist

(To be completed for all construction, maintenance, repair, or improvement activities)

Purpose: This checklist documents the Village's determination of whether the activity constitutes a **Public Works project** subject to Labor Law Article 8 (Prevailing Wage) or a **Service contract** not subject to Article 8, consistent with OSC audit guidance.

Answer the following (check all that apply):

☐ Work involves construction, reconstruction, excavation, demolition, installation, repair, or improvement of a Village-owned facility, street, utility, park, or infrastructure.

☐ Work results in a **fixed, permanent improvement** to public property

☐ Materials are incorporated into the public work and become Village property

☐ Work is performed **at a Village-owned or Village-controlled site**

☐ Village provides specifications, direction, or on-site oversight

Indicators of a Service Contract (One or more checked indicates a Services Contract):

☒ Work is primarily labor-based with no permanent physical improvement

☐ Work involves maintenance, cleaning, inspection, testing, or professional expertise

☐ Contractor uses their own methods with minimal Village direction

☐ Work could be performed off-site or without alteration of public property

Preliminary Determination:

☐ Public Works (Article 8 applies) ☐ Services (Article 8 does not apply - **Skip 2B**)

Written Basis for Determination (required):

_____

_____

_____

OSC Note: Misclassification of public works as services is a common audit finding. Villages must document the facts and rationale supporting their determination.

2B. Article 8 – Public Works Project Requirements (Complete if Public Works)

(New York State Labor Law, Article 8 – Prevailing Wage)

In New York, there is no minimum dollar threshold for Article 8 prevailing wage requirements; any public work project, regardless of size, generally requires prevailing wages.

- **Is this a Public Works project as defined under Labor Law §220?** ☐ Yes ☒ No
- **Estimated Total Project Cost: $**_____

If Yes, certify the following (check all that apply):

☐ Prevailing wage rates (PRC#) obtained from NYS Department of Labor

☐ Wage schedule included in bid/contract documents

☐ Contractor required to submit certified payrolls

☐ Designated Village official assigned to monitor compliance

If Prevailing Wage Does Not Apply, provide written justification:

_____

_____

_____

OSC Note: Failure to properly classify public works projects and enforce Article 8 requirements is a frequent audit finding. Documentation must demonstrate compliance or a clear basis for exemption.

---

3. Estimated Cost and Budget Authorization

- **Estimated Total Cost ($):** 4913.00
- **Budget Line / Account Code:** G6.8120.430
- **Is this purchase included in the adopted budget?** ☒ Yes ☐ No
- **If no, identify budget amendment or reserve authorization:**

_____

OSC Note: Purchases must be supported by appropriated funds prior to commitment.

---

4. Applicable Procurement Threshold

(Check one based on <u>estimated annual aggregate</u> cost)

- ☐ $1,500 up to less than $2,000 – requires two written quotes
- ☐ $2,000 up to less than 3,500 – requires three written quotes
- ☒ $3,500 – $35,000 – requires four written quotes
- ☐ Purchase contract over $35,000 -subject to competitive bidding per GML §103
- ☐ Public Works contract over $20,000 - subject to competitive bidding per GML §103

---

5. Procurement Method and Justification

- ☐ NYS OGS / County / Cooperative Contract
  - Contract Name / Number: _____
- ☒ Written Quotes
- ☐ Request for Proposals (RFP)
  - ☐ Sealed Bids Requested
- ☐ **Emergency Purchase (Complete the Emergency Purchase Determination)**

Emergency Purchase Determination (Required for all emergency procurements):
I hereby determine that an emergency exists affecting public health, safety, or welfare, or involving the protection of public property, which could not have been reasonably foreseen and which requires immediate action such that compliance with competitive procurement requirements is impracticable.

- **Description of the emergency condition:**
  _____
  _____
- **Why the situation could not be foreseen or addressed through normal procurement:**
  _____
  _____
- **How price reasonableness was determined under emergency conditions (e.g., comparison to prior costs, market rates, or available documentation):**
  _____
  _____
- **Date emergency occurred:** _____

Authorized Official Making Determination:

Name / Title: TONY WILCOX CHIEF OPERATOR

Signature: _____ Date: 10/21/26

OSC Note: Emergency procurements must be documented contemporaneously, limited to the duration of the emergency, and supported by a written determination explaining the necessity and reasonableness of the purchase.

---

6. Vendor Selection and Price Reasonableness

Vendor Name	Method (Quote/Bid/Contract)	Amount	Basis for Selection
XYLEM	QUOTE	7140	
SIEMONT	QUOTE	5486	
GARTNER	QUOTE	4913.20	X

* Supervisor stated no other Vendor to obtain 4th quote.

OSC Note: Retain all quotes, bids, proposals, and evaluation materials.

10/29/26 FW

---

7. MWBE and SDVOB Consideration

- **MWBE / SDVOB Considered?** ☐ Yes ☐ No
- **Outreach or justification if not applicable:**

---

8. Required Attachments (Check All That Apply)

- ☒ Quotes / Bids / Proposals
- ☐ Specifications / Scope of Work
- ☐ Contract / Agreement
- ☐ Insurance Certificate
- ☐ Additional Written Emergency Determination
- ☐ Board Resolution (if required)
- ☐ Other: _____
- ☐ Sole Source:

Goods or services are bought from a single known supplier because they are unique, proprietary, or essential for compatibility with existing systems due to no viable alternative existing. (Ie proprietary software, patented equipment parts, or unique expertise, ensuring operational continuity.)

Provide detailed explanation: _____

9. Certifications and Approvals

Requesting Employee Certification
I certify that this procurement complies with the Village's adopted procurement policy and applicable New York State law.

Name: Tony Wilcox

Signature: _____ Date: 10/21/26

Department Head Approval:

Name: Tony Wilcox

Signature: _____ Date: 10/21/26

Village Clerk / Treasurer Review

Name: Fred Warwick

Signature: _____ Date: 10/30/2026

Mayor / Board Authorization (if required)

Resolution No.(if applicable): _____

Date of Board Approval: _____

---

10. Purchase Order Information (Office Use Only)

- PO Number: _____
- Date Issued: _____
- Issued By: _____

Retention: This form and all supporting documentation shall be retained in accordance with the NYS Records Retention and Disposition Schedule and made available for OSC audit or review.

GARTNER
EQUIPMENT COMPANY, Inc.
302 Sand St., Syracuse, NY 13204
Mailing Address: PO Box 11199, Syracuse, NY 13218-1199
Email: sales@gartnerequipment.com www.gartnerequipment.com
(315) 476-8321 (800) 395-4257 Fax: (315) 476-8349
Facebook:Gartner-Equipment-Company-Inc.

TO: Watkins Glen Wastewater
ATTN: Terry Wilcox
RE: Sewage Pump

DATE: 10/19/2026
EMAIL: twilcox@watkinsglen.us

Good afternoon Terry,

Thank you for your request! We are pleased to offer the following:

(1) Goulds WS3032D3 Submersible Sewage Pump
3HP
3/60/230
7.25"

TOTAL PRICE: $4,913.20 + Freight
LEAD TIME: 3 Weeks

Terms: Net 30 Days
F.O.B: Shipping Point
NOTE: A 3% processing fee will be applied to all credit card payments

Thank you for the opportunity to quote your equipment needs. If you have any questions or would like to place an order, please do not hesitate to contact us. We appreciate your business!

It's important that all material and shipments be inspected prior to signing Bill of Lading. If questionable, receiver shall mark Bill of Lading "POSSIBLE DAMAGE."

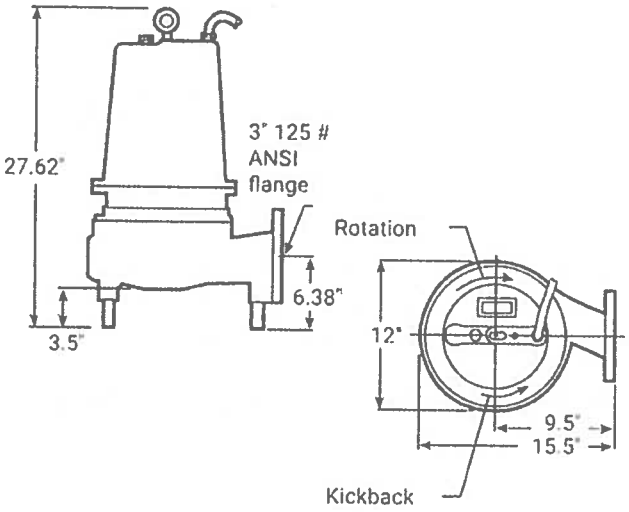
Thank you,
Chris Larkin – chris@gartnerequipment.com
Susan Vienneau – svienneau@gartnerequipment.com

Model and motor information

Order number	HP	Phase	Volts	RPM	Impeller diameter (in.)	Maximum amps	Locked rotor amps	KVA code	Power cable	Full load motor efficiency %	Resistance		Weight (lbs.)
											Start	Line-Line	
WS1518D3M	1.5	1	208	1750	5.25	15.0	50.8	B	14/3	80	1.1	0.9	192
WS1512D3M			230			12.5	29.5	E		70	1.4	1.8	
WS1538D3M		3	200			11.5	40.9	H	14/4	81	NA	1.7	190
WS1532D3M			230			10.0	40.0	F		83		2.3	
WS1534D3M			460			5.0	20.0	F		83		9.3	
WS1537D3M			575			4.0	14.4	H		74		14.8	
WS1518D3		1	208		6.50	15.0	50.8	B	14/3	80	1.1	0.9	192
WS1512D3			230			12.5	29.5	E		70	1.4	1.8	
WS1538D3		3	200			11.5	40.9	H	14/4	81	NA	1.7	190
WS1532D3			230			10.0	40.0	F		83		2.3	
WS1534D3			460			5.0	20.0	F		83		9.3	
WS1537D3			575			4.0	14.4	H		74		14.8	
WS2018D3	2	1	208		7.00	19.0	50.8	B	14/3	80	1.1	0.9	196
WS2012D3			230			16.0	36.9	D		75	1.4	1.5	
WS2038D3		3	200			11.5	40.9	H	14/4	81	NA	1.7	194
WS2032D3			230			10.0	40.0	F		83		2.3	
WS2034D3			460			5.0	20.0	F		83		9.3	
WS2037D3			575			4.0	14.4	H		74		14.8	
WS3018D3	3	1	208		7.25	25.5	50.8	B	10/3	80	1.1	0.9	205
WS3012D3			230			21.5	46.4	C		79	1.0	1.0	
WS3038D3		3	200			15.2	53.8	G	10/4	85	NA	1.3	260
WS3032D3			230			12.0	49.5	H	14/4	83		1.9	
WS3034D3			460			6.0	24.8	H		83		7.5	
WS3037D3			575			4.8	17.3	G		78		11.6	
WS5012D3	5	1	230		8.00	26.5	57.7	A	10/3	80	1.0	0.8	210
WS5038D3		3	200			18.8	73.9	F	10/4	84	NA	0.9	205
WS5032D3			230			16.4	63.6	E		85		1.2	
WS5034D3			460			8.2	31.8	E	14/4	85		4.8	
WS5037D3			575			6.8	22.8	E		80		7.4	

Dimensions

(All dimensions are in inches. Do not use for construction purposes.)

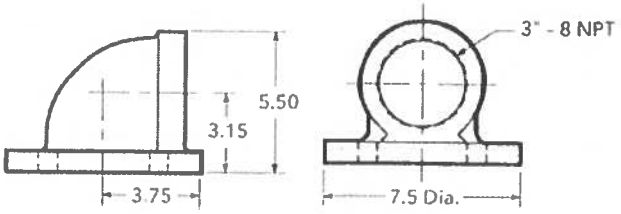


Fittings pipe connectors

Short radius elbow:

- Cast iron construction
- 125 lb. ANSI rated flange at pump end
- 3" NPT threaded connection for discharge pipe

Flange size	Order number	Used with
3"	A1-5	3", 125# ANSI flange



xylem

October 14, 2026
Village of Watkins Glen
Sale Quotation # 104025869

8039 Oak Orchard Road
Batavia, NY 14020
Tel: 585-344-3156

xylem
Let's Solve Water

godwin FLYGT

SALE QUOTATION

ITEM	QTY	DESCRIPTION	UNIT PRICE	SALE TOTAL
A	1	Component Pumpend • ESSW0030VC013Goulds WS3032D3 3" Sewage 3HP 230V	$ 7,140.00	$ 7,140.00

A signed copy of this Quotation is acceptable as a binding contract.

Signature:	**Name: (PLEASE PRINT)**
Company/Utility:	**Reference #:**
Address:	**Date:**
	Phone:
	Email:
	Fax:

NET SALE TOTAL	**$ 7,140.00**
DELIVERY CHARGE	**$ 550.00**

THE PRICE PROVIDED IS BASED UPON XYLEM'S REVIEW OF THE APPLICABLE PLAN DRAWINGS AND RELEVANT TECHNICAL SPECIFICATION SECTIONS BEARING ON THE EQUIPMENT DESCRIBED IN THIS QUOTATION. SUBMISSION OF THIS QUOTATION SHOULD NOT BE MISCONSTRUED AS XYLEM'S ACCEPTANCE OF ANY OTHER PROVISIONS OF THE PRIME CONTRACT BETWEEN CONTRACTOR AND PROJECT OWNER (HOWSOEVER REFERENCED) AND ATTEMPTS IN ANY SUBSEQUENT SUBCONTRACT TO BIND XYLEM TO SUCH OWNER DOCUMENTS ARE HEREBY REJECTED AND SHALL BE OF NO FORCE AND EFFECT, IRRESPECTIVE OF ANYTHING STATED ELSEWHERE TO THE CONTRARY.

Please note all sale pricing is in U.S. Dollars. The price does not include freight, export boxing, duties, taxes, or any other items not specifically mentioned.

This pricing information is for internal use only. We ask that these items and terms be kept confidential. All applicable tax and freight charges will be added to invoices. All quotations are subject to credit approval. All quotations are valid for 30 days. All prices quoted in US dollars.

This order is subject to the Standard Terms and Conditions of Sale - Xylem Americas effective on the date the order is accepted which terms are available at https://www.xylem.com/en-US/support/xylem-americas-standard-terms-and-conditions/ and incorporated herein by reference and made a part of the agreement between the parties.

QUOTATION

Quote No. QTRoch12694
Attention:
Order Date 10/15/2026
Rev. No. 0

Siewert Equipment
175 Akron Street
Rochester NY 14609
United States

Phone: (585) 482-9640
FAX: (585) 482-4149

Ship To:
Village of Watkins Glen
449 Clute Park Drive
Watkins Glen NY 14891
United States

Bill To:
Village of Watkins Glen
303 N Franklin St
Watkins Glen NY 14891
United States

Customer	Quoted By	Sales Rep
3001548 Village of Watkins Glen	Michael Hayes	Nick Brown
Payment Terms	**Instructions**	**VIA**
Net 30	Freight Included	Best Way

LN	Item	Description	Quantity	Unit Price	Ext. Price
1	NSNY001	Goulds WS3032D3S 3HP 3/60/230 7.25" 12.0MA Lead Time: 1 week ***THIS IS NOT AN INVOICE*** ADDITIONAL CHARGES MAY APPLY	1	5,486.00	5,486.00

SUBTOTAL	**5,486.00**
TAX	**0.00**
SHIPPING	**0.00**
ORDER TOTAL	**$ 5,486.00**

Quoted prices are subject to change based on market conditions until a PO is accepted.
Cummins-Wagner terms and conditions applicable to this document are found on our website at www.cummins-wagner.com

CUMMINS-WAGNER

100% Employee Owned

Terms and Conditions

1. **PRODUCTS:** Products (parts, components, items, materials, assemblies) herein are of the Manufacturer's standard or available construction and specifications. It is Buyer's final responsibility to determine if these products satisfactorily meet Buyer's or Buyer's customer's plans, specifications, and requirements. Weights and dimensions, when given, are approximate unless certified in writing by the Manufacturer.
2. **SELECTION AND END USE:** Seller is not in any way liable for selection, application, or suitability of products herein for any particular use or for any installation or operational costs incurred with these products, all of the aforesaid being the final responsibility of Buyer.
3. **QUOTATIONS:** Seller, as a service to Buyer, may quote orally or in writing from time to time current prices then in effect for products or services offered for sale by Seller, however, such prices are subject to change without notice. Quotations may be withdrawn at any time prior to actual receipt by Seller of a written purchase order and release from Buyer to manufacture and/or ship the products or perform the services described herein. Quotations shall become null and void upon the elapse of thirty (30) days from the date of quotation unless earlier withdrawn. Seller does not assume any responsibility for any variation in quantity or omission of any item in any quotation that may be required by any plan or specification or otherwise. Seller is not responsible for any typographical errors or reproduction deficiencies. Quotations for the quantities, products, and services described herein are subject to these Terms and Conditions only. Seller will only accept orders on these exact Terms, Conditions, and Provisions, and no inconsistent terms, conditions, provisions, or modifications will be agreed to unless specifically approved in writing by an officer of Seller.
4. **PURCHASE ORDERS AND ACCEPTANCE:** Purchase orders of Buyer resulting from oral or written quotations of Seller shall be subject to the quantities, products, and services herein, these Terms and Conditions, and the written approval signed by an authorized representative of Seller in Seller's acknowledgment. Any term(s), condition(s), or provision(s) of Buyer's purchase order which are inconsistent with those stated herein shall not be binding on Seller and shall not be considered applicable to the sale or shipment of the products or performance of the services described herein. Unless Buyer shall notify Seller in writing to the contrary as soon as practical after receipt of Seller's acknowledgment, acceptance of Seller's Terms and Conditions hereof by Buyer shall be presumed and, in the absence of such notification, Buyer's oral or written release to manufacture and/or ship the products or perform the services described herein shall be conclusively deemed as Buyer's acceptance of these quantities, products, services, Terms, Conditions, and Provisions herein. If Buyer notifies Seller in writing of objections to any of the Terms, Conditions, and Provisions described herein, such objections are not accepted by Seller unless specifically accepted in writing and signed by an officer of Seller. Seller's responsibility is limited solely to the furnishing of the products or services described herein and assumes no responsibility for any other or further requirements or conditions expressed in any plan, specification, purchase order, or other document.
5. **SUBMITTAL:** If specifically requested in writing by Buyer at the time of purchase order, Seller will prepare submittal data (product bulletins, descriptive data, curves, diagrams, each independently as required) for written approval, corrections, or rejection by Buyer, Buyer's customer, or Buyer's customer's authorized representative. Any changes in the submitted products required by the approving authority will be at the Buyer's expense and supported by a written change order in accordance with Seller's Terms and Conditions. In case of dispute between Buyer and Seller regarding required changes or rejection of the products herein, either Buyer or Seller may cancel this contract in writing to the other without penalty, unless Buyer has previously released to manufacture and/or ship the products in question, in which case Buyer will be fully responsible for the products and all payments as if a submittal had not been requested. In no case will Seller be obligated to offer for sale or furnish any modified or alternate products to those described herein.
6. **TIME OF SHIPMENT:** Stated shipping dates are approximate. Seller shall not be liable or subject to any special or consequential damages for failure to deliver or delays in delivery occasioned by causes beyond Seller's control, including, but not limited to, strikes, lockouts, fires, inability to obtain materials or shipping space, breakdowns, delays of carriers or suppliers, and governmental acts and regulations.
7. **DELIVERY AND FREIGHT:** Delivery of these products shall be F.O.B. the place of shipment to Buyer. Thereafter, Buyer assumes full responsibility for any damage or loss irrespective of Seller's prepayment of freight charges. Buyer shall furnish, at Buyer's expense, labor and equipment necessary to expeditiously unload products delivered by Seller. Any expenses incurred by Seller due to delay in unloading shall be reimbursed to Seller by Buyer.
8. **STORAGE:** Products held in storage for the convenience of Buyer will be invoiced to Buyer as if the products were shipped and Buyer agrees to pay for the same plus additional reasonable storage charges in accordance with the following payment terms.
9. **PAYMENT:** Buyer agrees to pay Seller within thirty (30) days of invoice date. If Seller has not received payment within these thirty (30) day terms, Seller may add and receive payment from Buyer interest charges at the rate of 1½% per month on the unpaid balance plus such other reasonable collection costs and expenses incurred, including attorney's fees, collection fees, court costs, and otherwise. Cash or anticipation discounts are not offered unless specifically stated on Seller's invoice. No discounts are allowed on freight, shipping, taxes, or interest charges. Cash discounts offered for early payment are earned only when payment is received in the office of Seller on or before the specified discount terms or date. Seller reserves the right to make partial invoice(s) for storage, shipments, or services performed and receive payment in accordance with the above terms. Buyer agrees not to make any deductions for taxes, freight, retainages, alleged damages, or otherwise from any payments due herein. Payment by credit card may incur a 3% fee.
10. **TAXES:** Buyer shall pay, in addition to the purchase price and other charges herein, all excise, sales, privilege, use, or other taxes, Federal, State, Local, or Foreign, payable by Seller because of the execution of this contract.
11. **CREDIT AND DEFAULT:** If the financial responsibility of Buyer becomes impaired or unsatisfactory in the sole judgment of Seller under this or any other contract between the parties, advance cash payments or satisfactory security shall be given by Buyer upon demand by Seller, and any shipments due under this or any contract may be withheld until all payments due are received in full and Buyer's credit has been re-established satisfactorily in the sole judgment of Seller. In addition to all other remedies, in the event of default by Buyer under the terms of this agreement, Seller shall have the right to take exclusive possession of the products sold herein wherever found and to remove the same without legal process, any payments having been made on account thereof to be retained by Seller as liquidated damages, or Seller may, in addition to all other remedies available to it, if it deems said products are not readily removable or resalable, sue for and collect any unpaid payments including interest charges, plus such other costs and expenses as Seller has incurred or may incur, which shall become immediately due and payable upon Buyer's default of any of the terms of this contract, said remedies to be cumulative.
12. **WARRANTIES:** There is NO WARRANTY, representation, or condition OF ANY KIND, EXPRESS OR IMPLIED (INCLUDING NO WARRANTY OF MERCHANTABILITY OR OF FITNESS FOR ANY PARTICULAR PURPOSE) by Seller regarding the products herein. Buyer is solely limited to the Manufacturer's express written warranty, copies of which will be furnished to Buyer upon request. No warranty conditions will be considered until payment of this contract has been made in full.
13. **SELLER'S LIABILITY:** Seller's liability shall be limited to the stated selling price of any defective product, and in no event shall Seller be liable for prospective profits or special, direct, indirect, or consequential damages of any kind caused by a product, component, or part failure. Buyer assumes all risk and liability for loss, damage, or injury to persons or property of Buyer or others arising out of the use or possession of any product, component, or part herein.
14. **RETURNS:** Products purchased herein may not be returned without the express written permission of Seller, as evidenced by Seller's or Manufacturer's properly authorized return material form, of which a copy must accompany the returned material. Authorized returns shall be shipped at the expense and liability of Buyer to the destination specified by Seller. Such returns are accepted by Seller or Manufacturer for inspection only; any allowance or credit originates with the Manufacturer subject to charges for freight, handling, inspection, repair, restocking, and otherwise. Damaged, installed, used, or special-order products are not returnable. Seller or Manufacturer will not accept debit charges from Buyer for returned products.
15. **SERVICE:** Seller does not include any field or shop labor or service equipment and/or materials for the products herein unless specifically stated as an item in the body of this contract. Any service requested in addition to that not included in the body of this contract will be considered a separate contract and require a separate purchase order from Buyer. No service requests will be accepted or performed when Buyer's account is past due according to the payment terms herein.
16. **CHANGE, MODIFICATION, CANCELLATION:** This contract cannot be changed, modified, or canceled except by written agreement executed by Buyer and an officer of Seller.
17. **JURISDICTION:** This agreement shall be governed and construed in accordance with the laws of the State of Maryland.

October 23, 2026

Peter Cherock, Mayor
Village of Watkins Glen
303 N. Franklin Street
Watkins Glen, NY 14891

Re: Cybersecurity Assessment Services for Water and Wastewater Treatment Facilities

Dear Mr Cherock:

Larson Design Group, Inc. (LDG) is pleased to submit this proposal to provide cybersecurity assessment services for both the Catharine Valley Water Reclamation Facility and the Village of Watkins Glen Water Treatment Plant to help ensure compliance with updated New York State regulations and protect our community from cybersecurity threats to public infrastructure. These services have been funded by the New York State Environmental Facilities Corporation (EFC) SECURE Cybersecurity Assessment Grant Program under project numbers SECURE138 and SECURE139, respectively.

The purpose of this project is to evaluate each facility's cybersecurity posture, identify vulnerabilities from a systems control and device level and assess risks associated with current infrastructure, assess cybersecurity compliance, and develop a summary of existing system as well as recommended improvements for future cybersecurity consistent with the goals of the SECURE program. The assessment will evaluate the current condition, risks, and vulnerabilities associated with the facility related control systems, and identify actions that may improve the overall confidentiality, integrity, availability, and operational resilience of the facility.

SCOPE

1. Conduct a project kickoff meeting with facility and municipal staff.
2. Submit facility pre-assessment questionnaire for completion by local personnel.
3. Review available networks, control systems, cybersecurity policies and procedures, CVAs, and related operational documentation.
4. Perform an on-site assessment of facility local cybersecurity system architecture, and applicable physical and digital controls.
5. Interview operations, management, information technology, and maintenance personnel.
6. Evaluate current facility cybersecurity architecture against the NIST Cybersecurity Framework 2.0 and NIST guidance for OT security.
    a. Govern - cybersecurity risk management strategy, expectations, and policy are established, communicated, and monitored
    b. Identify - The organization's current cybersecurity risks are understood
    c. Protect - Safeguards to manage the organization's cybersecurity risks are used
    d. Detect - Possible cybersecurity attacks and compromises are found and analyzed
    e. Respond - Actions regarding a detected cybersecurity incident are taken
    f. Recover - Assets and operations affected by a cybersecurity incident are restored

7. Prepare a written Cybersecurity Assessment Report documenting existing conditions, identified vulnerabilities and risks, and recommended next steps to comply with New York State Department of Environmental Conservation requirements and applicable wastewater utility expectations for the Catharine Valley Water Reclamation Facility.
8. Prepare a written Cybersecurity Assessment Report documenting existing conditions, identified vulnerabilities and risks, and recommended next steps to comply with New York State Department of Health requirements and applicable drinking water utility expectations for the Village of Watkins Glen Water Treatment Plant.

Deliverables (for each facility):

1. One draft Cybersecurity Assessment Report for review with comments. Report to include:
    a. Local OT/ICS/SCADA system infrastructure and FRCS inventory condition assessment and summary.
    b. Summarized list of identified system vulnerabilities and compliance conflicts for the OTs.
    c. Site photos if applicable.
    d. Inclusion of local personnel interviews on Cybersecurity practices and policies where relevant.
2. One Corrected Cybersecurity Assessment Report for review and approval. Report to include:
    a. All accepted comments from reviewers
    b. The content of the first draft report.
3. One final Cybersecurity Assessment Report submission.

Exceptions:

1. No penetration testing or simulated attacks shall be performed as part of the assessment.
2. No assessment of cloud-based services hosted offsite shall be carried out.

SCHEDULE

LDG could begin work on the project within two weeks of receiving a written notice to proceed. Once all preliminary requested information has been received for each facility, the site visit will be scheduled, and a report issued within an approximate 12 to 16-week timeframe.

FEE

LDG proposes to perform the above listed tasks on a lump sum fixed fee basis for $25,000 per facility ($50,000 total) including expenses. We propose to invoice monthly based on percent completed.

We appreciate the opportunity to submit this proposal and look forward to continuing our working relationship with the Village. If this is acceptable, please sign and forward a copy of the attached agreement indicating authorization to proceed.

If you have any questions, please feel free to contact me at 607-592-0955] or via cbennett@larsondesigngroup.com.

Sincerely,

LARSON DESIGN GROUP

Chad Bennett

Chad Bennett, PE
Sr. Technical Manager

CB

Attachments:

1) LDG Client Agreement_Watkins Glen Cybersecurity Assessment
2) LDG Cybersecurity 1-Pager FINAL

AGREEMENT BETWEEN OWNER AND DESIGNER FOR PROFESSIONAL SERVICES

THIS AGREEMENT entered into this ___ day of _____ 2026 by and between LDG ENGINEERS & ARCHITECTS, PC (hereinafter "**LDG**") with offices at 1 West Market Street, Suite 301, Corning, NY, and the Village of Watkins Glen (hereinafter, "**Owner**"), a municipality with offices at 303 N. Franklin Street Watkins Glen, NY 14891.

WHEREAS, the **Owner** is in the business of municipal government and desires **LDG** to perform certain professional services.

WHEREAS, **LDG** is in the business of providing professional design and technical services and desires to perform such services for the **Owner**.

Owner's Project, of which **LDG**'s services under this Agreement are a part, is generally identified as follows:

Watkins Glen Cybersecurity Assessments for Water and Wastewater Infrastructure ("Project")

LDG's Services under this Agreement are generally identified as follows:

Refer to attached scope of services letter dated October 23, 2026 ("Services")

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, and intending to be legally bound hereby, the parties agree as follows:

1. **Basic Agreement and Period of Service.**

1.1 Engineer shall provide, or cause to be provided, the services set forth in this Agreement. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above. Owner shall pay Engineer for its services as set forth in Paragraphs 7.01 and 7.02.

1.2 Engineer shall make commercially reasonable efforts to complete its services in accordance with the dates and times set forth in Project schedule.

1.3 If the Project includes construction-related professional services, then Engineer's time for completion of services is conditioned on the time for Owner and its contractors to complete construction. If the actual time to complete construction exceeds the number of days provided in the Project schedule, then Engineer's time for performance and its total compensation shall be equitably adjusted.

2. **Payment Procedures.**

2.1 Invoices: Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for services and expenses within 30

days after receipt of Engineer's invoice, then the amounts due Engineer will be increased at the rate of 1.5% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension. Payments will be credited first to interest and then to principal. If collection efforts are exercised by Engineer, all costs associated with these efforts will be reimbursed by Owner.

3. **Termination.**

3.1 The obligation to continue performance under this agreement may be terminated:

3.1.1 For cause,

3.1.1.a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.

3.1.1.b. By Engineer:

3.1.1.b.1. Upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or

3.1.1.b.2. Upon seven days written notice if the Engineer's services for the Project are delayed for more than 90 days for reasons beyond Engineer's reasonable control.

Engineer shall have no liability to Owner on account of a termination by Engineer under Paragraph 3.1.1.b.

3.1.1.c. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.1.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

3.1.2. For convenience, by Owner effective upon Engineer's receipt of written notice from Owner.

3.2 The terminating party under Paragraph 3.1 may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.

3.3 In the event of any termination under Paragraph 3, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all reimbursable expenses incurred through the effective date of termination.

4. Successors, Assigns, and Beneficiaries.

4.1 Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 4.2 the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

4.2 Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Owner recognizes that each state has the authority to regulate the services offered by Engineer. As such, Owner approves of Engineer's use of affiliated entities and employees to comply with different state licensure laws for the solicitation and execution of services.

4.3 Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any contractor, subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit or any other party.

5. General Considerations.

5.1 The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality (hereinafter referred to as "Standard of Care"). Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Subject to the foregoing Standard of Care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.

5.2 Engineer shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the

safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work.

5.3 The validity or construction of this Agreement, as well as the rights and duties of the parties hereunder, shall be governed by the laws of the Commonwealth of Pennsylvania without regard to its choice of law provisions.

5.4 Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor. Engineer is not responsible for variations between actual construction bids or costs and Engineer's opinions or estimates regarding construction costs.

5.5 Engineer shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or of any other persons (except Engineer's own employees) at the Project site or otherwise furnishing or performing any construction work; or for any decision made regarding the construction contract requirements, or any application, interpretation, or clarification of the construction contract other than those made by Engineer.

5.6 The general conditions for any construction contract documents prepared hereunder are to be the "Standard General Conditions of the Construction Contract" as prepared by the Engineers Joint Contract Documents Committee (EJCDC C-700, 2007 Edition) unless the parties agree otherwise.

5.7 All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment for all services relating to preparation of the documents and subject to the following limitations: (1) Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer; (2) any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and consultants; (3) Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and (4) such limited license to Owner shall not create any rights in third parties.

5.8 In no event shall either Owner or Engineer have any claim or right against the other, whether in contract, warranty, tort (including negligence), strict liability or otherwise, for any special, indirect, incidental, or consequential damages or any kind of nature whatsoever, such as but not

limited to loss of revenue, loss of profits on revenues, loss of customers or contracts, loss of use of equipment or loss of data, work interruption, increased cost of work or cost of any financing, howsoever caused, even if same were reasonably foreseeable.

5.9 To the fullest extent permitted by law, Owner agrees to limit Engineer's liability to Owner and to all other contractors or subcontractors on the Project for any and all injuries, claims, losses, expenses or damages whatsoever arising out of or in any way related to the Project or this Agreement from any cause or causes including but not limited to Engineer's negligent acts, errors, omissions, strict liability, breach of contract, or breach of warranty, such that the total aggregate of liability of Engineer to all those named shall not exceed the greater of $50,000 or the total fees received by Engineer for services rendered under the Project.

5.10 The parties acknowledge that Engineer's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste as defined by the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq., or radioactive materials). If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (1) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (2) warrants that the Site is in full compliance with applicable Laws and Regulations.

5.11 Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law. This Agreement imposes an obligation of good faith, fair dealings and the mitigation of damages among the parties in all matters relating to this Agreement. Good faith, for this purpose, includes honesty in fact and the observance of reasonable commercial standards of fair dealings and in the mitigation of damages even in situations where a decision is left to the sole discretion of a single party.

5.12 The Owner and Engineer agree that if Engineer's Basic Services under this Agreement do not include (a) Project Observation or other review or examination of contractor performance, and/or (b) any other Construction Phase Services, then the Owner shall assume full and complete responsibility for such services. This includes, but is not limited to, responding to questions regarding the intent of the contract documents, reviewing submittals, transmittals, shop drawings, applications for payment, or any other document prepared or submitted by the contractor or owner during construction, attendance at project meetings, preparation of correspondence or any other such duty.

5.13 Where Engineer has a duty to review any shop drawings, submittals or other such documents, it is agreed Engineer's review shall be for general design concept only. Engineer is not responsible for deficiencies, errors or omissions in the shop drawings, or submittals, or other such documents provided by contractor.

5.14 Where Engineer has a duty to review certified payrolls of the Contractor, it is agreed that Engineer's review is only for purpose of determining the approximate value of the work performed by

the Contractor. Engineer's recommendations as to payment of applications for payment shall not be construed as Engineer's acceptance of any work.

5.15 Changes in New York's U-Dig law have imposed new responsibilities upon project owners "to utilize sufficient quality levels of subsurface utility engineering or other similar techniques whenever practicable to properly determine the existence and positions of underground facilities when designing known complex projects having an estimated cost of four hundred thousand dollars ($400,000) or more." In addition, Engineer sometimes makes recommendations to owners that subsurface utility engineering is necessary based upon job conditions, regardless of project cost.

The American Society of Civil Engineers standard which is referenced in the One-Call Law, sets forth four (4) quality levels designated as A (highest), B, C and D (lowest). Engineer typically provides services at level C. This includes requesting line and utility information from the UDig System, locating marked utilities and visible above ground utility features, and identifying approximate locations of utility lines on the plans using its professional judgment in correlating the information obtained from the field survey, existing records, oral statements, information from UDig One Call System.

Based upon job conditions, Engineer may recommend levels A or B. Engineer does not provide services at level A or B, but has the ability to coordinate a subconsultant that does provide this level. If Engineer recommends level A or B and if the Owner agrees with this recommendation, Engineer will enter into a subconsultant agreement to have this work performed at an additional cost to the Owner.

5.16 Engineer will not provide advice as it relates to municipal securities and thus is not a "Municipal Advisor" as defined by the Security and Exchange Commission "Municipal Advisor Rule". However Engineer may qualify as a municipal representative and if such should apply, will be subject to all benefits accordingly.

5.17 Owner hereby agrees to allow Engineer to utilize Owner's name and brief Project description in marketing material.

5.18 In no event shall either Engineer or Owner have any claim or right against the other for any failure of performance where such failure of performance is caused by or is the result of causes beyond the reasonable control of the other party due to any occurrence commonly known as a "force majeure," including, but not limited to: acts of God; fire, flood, or other natural catastrophe; epidemic, pandemic, or quarantine restrictions, acts of any governmental body; labor dispute or shortage; national emergency; insurrection; riot; or war.

5.19 If any term, covenant, condition or provision of this Agreement is found by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect, and shall in no way be affected, impaired or invalidated.

6. **Total Agreement.**

6.1 This agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

6.2 In the event that Owner and Engineer have not executed this Agreement for Professional Services, Owner's verbal or written authorization to Engineer to proceed with the performance of the services set forth therein, or any payment received from Owner toward this project, shall constitute acceptance by Owner of this Agreement for Professional Services. The parties agree that, notwithstanding its terms, no subsequently executed purchase order or other Owner submitted terms and conditions shall modify, contradict or supplement the terms of this Agreement for Professional Services. In particular, no such subsequently executed document shall create any warranty with regard to the services performed by Engineer and its subconsultants nor shall it create any right of indemnification or any remedy for the benefit of Owner that is not expressly set forth in this agreement.

7. **Basis of Payment – Lump Sum.**

7.1 Using the procedures set forth in Paragraph 2, Owner shall pay Engineer as follows:

7.1.1. A lump Sum amount of **$25,000.00** including expenses for Cybersecurity Assessment of the Catharine Valley Water Reclamation Facility.

7.1.2. A lump Sum amount of **$25,000.00** including expenses for Cybersecurity Assessment of the Village of Watkins Glen Water Treatment Plant.

7.2 The portion of the compensation amount billed monthly for Engineer's services will be based upon Engineer's estimate of the percentage of the total services actually completed during the billing period plus billable reimbursable expenses which are above and beyond the Lump Sum.

8. **Additional Services.**

8.1. For additional Services, Engineer shall submit a written change order to the Owner in advance of commencing services. Such change order shall document the additional scope of services and appropriate fee. Upon mutual agreement of said change order, Engineer will commence additional services.

9. **Certificate of Merit.**

The Owner shall make no claim either directly or in a third-party claim against LDG unless the Owner has first provided LDG with a written certification executed by an independent professional currently practicing in the same discipline as LDG and licensed in the state of the subject project. This certifications shall a) contain the name and license number of the certifier; b) specify each and every error or omission that the certifier contends is a violation of the standard of care expected of

a professional performing professional services under similar circumstances; and c) state in complete detail the basis for the certifier's opinion that each such error or omission constitutes such a violation. This certificate shall be provided to LDG not less than thirty (30) calendar days prior to the presentation of any claim or the institution of any judicial proceeding. All actions shall be filed in the jurisdiction of the project and the laws, regulations and rules of that state shall apply.

10. Attachments.

Scope of services and letter dated October 23, 2026.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

OWNER:

By: _____

Title: _____

Date Signed: _____

Address for giving notices:

Village of Watkins Glen

303 N. Franklin Street

Watkins Glen, NY 14891

ENGINEER: Larson Design Group, Inc.

By: Greg Cummings, PE

Title: Director, Water/Wastewater

Date Signed: _____

Engineer License or Firm's Certificate Number: 23-2864308

State of: NY

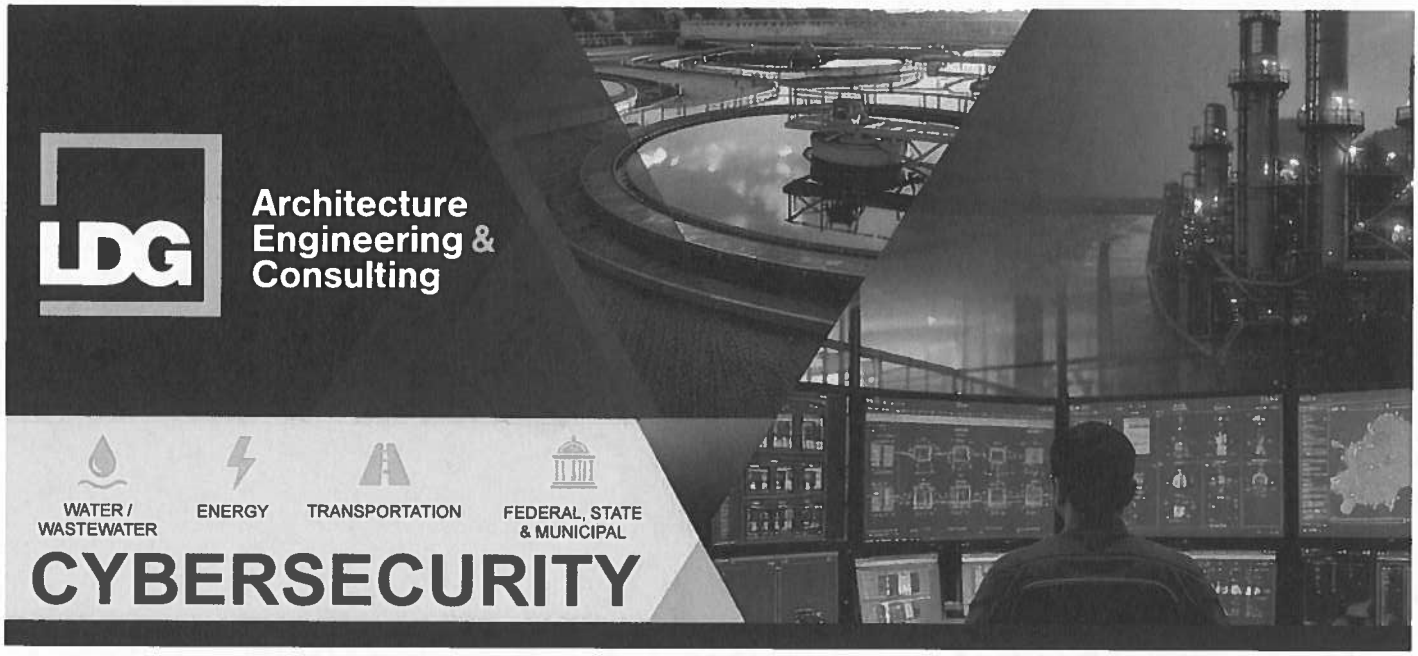
Address for giving notices:

LDG Engineers and Architects, P.C.

dba Larson Design Group

1 W Market Street, Suite 301

Corning, NY 14830



Larson Design Group (LDG) is a full-service design firm of over 500 professionals that has provided consulting services in the federal, water/wastewater, energy, transportation, state, and municipal markets since its formation in 1986.
Our team is comprised of technical experts with extensive experience in:

- Industrial Control Systems (ICS)
- Operational Technology (OT)
- Supervisory Control and Data Acquisition (SCADA)
- Cyber Physical Systems (CPS)

A Complete Suite

Our technical experts provide a complete suite of the consulting services required to successfully deliver projects, including preliminary field assessments, coordination of multi discipline design and engineering, final design, and construction administration and commissioning.

LDG has assisted federal clients with the consultation, development, and expansion of critical infrastructure risk management utilizing the NIST Cybersecurity framework (CSF) 2.0 including:

Applicable Standards & Guidance

NIST Special Publication (SP) 800-82 — Guide to Industrial Control Systems (ICS) Security

UFC 4-010-06 — Cybersecurity of Facility-Related Control Systems

CNSSI No. 1253 — Security Categorization and Control Selection for National Security Systems

NIST Special Publication (SP) 800-160v2r1 — Developing Cyber-Resilient systems

Services Include

- Site condition and facility system assessments for cybersecurity
- Cost estimation
- Bid and construction administration services
- Cybersecurity design
- Development of detailed reports and inspection services tailored to meet our clients' state cybersecurity requirements,specific objectives, and to exceed their expectations.

Making Cybersecurity Manageable

As cybersecurity requirements and threats continue to evolve, identifying the right risk management approach can be challenging and time consuming. We recognize that utility operators are experts in running and maintaining critical infrastructure; However, managing and mitigating the cybersecurity risks to critical infrastructure can be confusing and cumbersome. Our team helps remove that burden by making cybersecurity understandable and approachable, guiding clients through each step of the risk management process, and delivering practical solutions that integrate seamlessly with existing operations. The result is enhanced security, improved resilience, and systems that operators can confidently manage and support.

Contact Our Experts

Alana Dwyer, RCDD
Technical Manager - RCDD
404.803.1192
adwyer@larsondesigngroup.com

Larson Design Group
larsondesigngroup.com

WATKINS GLEN FIRE DEPARTMENT
201 N. PERRY STREET
WATKINS GLEN NY, 14891
607-535-7700
CHIEF: Aaron Emery
firechief@watkinsglen.us

MEMBER APPLICATION FOR USE OF VILLAGE FIRE HALL

Member Name: Schuyler County Public Health

Address: 910 S. Decatur St, Watkins Glen, NY 14891

Phone Number: 607-535-8140 Email: mqualls@schuylercounty.ny.gov

Type Activity: Public Health Training No. of Attendees: 18

Date(s) Requested: 12-11-2026 Time Requested: 8 am to 3 pm.

Kitchen: Yes or (No) Catered: (Yes) or No If so, by who?: Lunch from Office of the Aging

The following items must be included with the application:

A. Signed **Village of Watkins Glen Release and Waiver of Liability** form completed by the member listed above.
B. Acknowledgement from the Fire Department Chief that the Fire Hall is available on the requested date, indicated by their signature below.

The following guidelines must be adhered to:

A. **No Smoking:** Smoking is not allowed in any public building.
B. **No Alcohol:** No alcoholic beverages are allowed on any Village Property, unless express written consent is given by the Board of Trustees.
C. The facility must be clean upon vacating the premises including bathrooms and kitchen. Kitchen (if used) must be left in the order it was found including appliances, sinks and counters. All tables and chairs must be wiped clean, folded and placed on the appropriate racks. All floor areas must be swept and mopped regardless of their condition. A dumpster is provided at the rear of the building.

This application is not approved without all signatures required below and must be accompanied by the items listed above. Failure to abide by this agreement will cause immediate termination of use and subject the member to additional financial liability and restriction from future use. The Village of Watkins Glen Board of Trustees and/or the Watkins Glen Fire Department reserves the right to request minimum insurance requirements from the requesting party at their discretion.

Member's signature indicates they agree to all terms and conditions stated herein.

Member Signature: MQ Date: 10-26-2026

Fire Chief: _____ Date: _____

Board of Trustees Approval:

Approved by _____ Date: _____

RELEASE AND WAIVER OF LIABILITY

The individual named below (referred to as "**I**" or "**me**") desires to enter the property owned by THE VILLAGE OF WATKINS GLEN, NEW YORK (the "**Owner**"), known as the WATKINS GLEN FIRE HALL located at 201 N. Perry Street, Watkins Glen, NY 14891 (the "**Property**"), for the purpose of Schuyler County Public Health training (the "**Activity**"). In consideration of being permitted by the Owner to enter the Property and participate in the Activity, and in recognition of the Owner's reliance hereon, I agree to the following terms and conditions:

1. I AM AWARE AND UNDERSTAND THAT ACCESSING THE PROPERTY AND PARTICIPATING IN THE ACTIVITY MAY INVOLVE THE RISK OF SERIOUS INJURY, DISABILITY, DEATH, AND/OR PROPERTY DAMAGE. I ACKNOWLEDGE THAT ANY INJURIES THAT I SUSTAIN MAY RESULT FROM OR BE COMPOUNDED BY THE ACTIONS, OMISSIONS, OR NEGLIGENCE OF THE OWNER, INCLUDING NEGLIGENT EMERGENCY RESPONSE OR RESCUE OPERATIONS OF THE OWNER. NOTWITHSTANDING THE RISK, I ACKNOWLEDGE THAT I AM VOLUNTARILY ACCESSING THE PROPERTY AND PARTICIPATING IN THE ACTIVITY WITH KNOWLEDGE OF THE DANGER INVOLVED AND HEREBY AGREE TO ACCEPT AND ASSUME ANY AND ALL RISKS OF INJURY, DISABILITY, DEATH, AND/OR PROPERTY DAMAGE ARISING THEREFROM, WHETHER CAUSED BY THE ORDINARY NEGLIGENCE OF THE OWNER OR ANY RELEASEE OR OTHERWISE.

2. I hereby expressly waive and release any and all claims, now or hereafter known, against the Owner, and its officers, manager(s), employees, agents, affiliates, successors, and assigns, including but not limited to the Village of Watkins Glen Fire Department (collectively, "**Releasees**"), on account of injury, disability, death, or property damage arising out of or attributable to my being on the Property or my participation in the Activity, whether arising out of the ordinary negligence of the Owner or any Releasees or otherwise. I covenant not to make or bring any such claim against the Owner or any other Releasee, and forever release and discharge the Owner and all other Releasees from liability under such claims. This waiver and release does not extend to claims for gross negligence, willful misconduct, or any other liabilities that New York law does not permit to be released by agreement.

3. I shall defend, indemnify, and hold harmless the Owner and all other Releasees against any and all losses, damages, liabilities, deficiencies, claims, actions, judgments, settlements, interest, awards, penalties, fines, costs, or expenses of whatever kind, including reasonable attorney fees, the costs of enforcing any right to indemnification under this Release, and the cost of pursuing any insurance providers, incurred by/awarded against the Owner or any other Releasees in a final [non-appealable judgment arising out of or resulting from any claim of a third party related to my being on the Property or my participation in the Activity, including any claim related to my own negligence or the ordinary negligence of the Owner.

4. I will not initiate any claim, lawsuit, court action, or other legal proceeding or demand against Owner or an Releasee, nor join or assist in the prosecution of any claim for money or other damages which anyone may have, on account of injuries (including death), losses, or

damages sustained by me, other parties, or my (or others') property in connection with my participation in the Activity, and I waive any right I may have to do so. This means that I cannot sue to hold Owner or any Releasee responsible for any injury, loss, or damage sustained by me, other parties, or my (or others') property in connection with the Activity, even if it is due to the ordinary negligence, injudicious act, omission, or other fault of Owner or any Releasee.

5. I agree that I will follow all instructions of any onsite property manager or other representative or agent of the Owner while on the Property.

6. I hereby consent to receive medical treatment deemed necessary if I am injured or require medical attention while on the Property. I understand and agree that I am solely responsible for all costs related to such medical treatment and any related medical transportation and/or evacuation. I hereby release, forever discharge, and hold harmless the Owner from any claim based on such treatment or other medical services.

7. This Release constitutes the sole and entire agreement of the Owner and me with respect to the subject matter contained herein and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to such subject matter. If any term or provision of this Release is invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability shall not affect any other term or provision of this Release or invalidate or render unenforceable such term or provision in any other jurisdiction. This Release is binding on and shall inure to the benefit of the Owner and me and our respective successors, assigns, heirs, executors, and personal representatives. All matters arising out of or relating to this Release shall be governed by and construed in accordance with the internal laws of the State of New York without giving effect to any choice or conflict of law provision or rule (whether of the State of New York or any other jurisdiction). Any claim or cause of action arising under this Release may be brought only in the federal and state courts located in Schuyler County, New York, and I hereby consent to the exclusive jurisdiction of such courts.

BY SIGNING, I ACKNOWLEDGE THAT I AM AT LEAST EIGHTEEN (18) YEARS OF AGE; I HAVE READ AND UNDERSTOOD ALL OF THE TERMS OF THIS RELEASE AND THAT I AM VOLUNTARILY GIVING UP SUBSTANTIAL LEGAL RIGHTS, INCLUDING THE RIGHT TO SUE THE OWNER.

[signature] 10-30-26

Signature Date

Mandy Qualls - Schuyler County Health Dept.

Print Name

910 S. Decatur St.

Address

Watkins Glen NY 14891

City State Zip

RESOLUTION
BOARD OF TRUSTEES
of the
VILLAGE OF WATKINS GLEN
November 3, 2026

At a regular meeting of the Board of Trustees of the Village of Watkins Glen, New York, held on November 3, 2026, the following resolution was adopted:

A RESOLUTION AUTHORIZING THE VILLAGE ATTORNEY TO SEEK INJUNCTIVE RELIEF IN THE MATTER OF HOLLENBECK v. VILLAGE OF WATKINS GLEN TO COMPEL COMPLIANCE WITH THE VILLAGE CODE AND REMOVAL OF AN UNAUTHORIZED TINY HOME AT 120 MAGEE POINT

WHEREAS, an action entitled *Hollenbeck v. Village of Watkins Glen* is presently pending in a court of competent jurisdiction, involving the Village of Watkins Glen (the "Village") and Nicole A. Hollenbeck (the "Plaintiff"); and

WHEREAS, the Board has been advised that a "Tiny Home" has been placed and is being maintained and occupied at 120 Magee Point (Tax Map No. 65.09-6-10) without required approvals and in violation of the New York State Uniform Code and applicable Village laws; and

WHEREAS, the Board has determined that the placement and continued presence of this Tiny Home may constitute ongoing violations of Village zoning, building, property maintenance, land-use, and related requirements; and

WHEREAS, the Village has an obligation to enforce its duly enacted laws and to protect the public health, safety, and welfare; and

WHEREAS, the Board finds it to be in the best interests of the Village to pursue all lawful remedies to obtain compliance, including injunctive relief to compel removal of the Tiny Home and correction of any related violations at 120 Magee Point;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Watkins Glen hereby authorizes and directs the Village Attorney to pursue all appropriate legal remedies in the pending *Hollenbeck v. Village of Watkins Glen* matter, including, as necessary, seeking leave of court to amend the Village's pleadings to assert a cause of action for injunctive relief based on violations of applicable Village laws, ordinances, codes, and regulations; and

BE IT FURTHER RESOLVED, that the Village Attorney is specifically authorized to seek temporary, preliminary, and permanent injunctive relief, including an order compelling the Plaintiff to remove the Tiny Home located on the property at 120 Magee Point and to bring the property into compliance with applicable Village Code provisions and other governing laws and regulations; and

BE IT FURTHER RESOLVED, that the Village Attorney is authorized to take all procedural steps reasonably necessary or advisable to prosecute such claims and obtain such relief, including the preparation and filing of amended pleadings, motions, affidavits, and other court submissions, and to pursue any additional remedies at law or in equity reasonably related to enforcement of the Village Code and correction of the violations; and

BE IT FURTHER RESOLVED, that the Mayor and Village Clerk are authorized to execute any documents reasonably necessary to effectuate the intent and purpose of this Resolution; and

BE IT FINALLY RESOLVED, that this Resolution shall take effect immediately upon its adoption.

WHEREFORE, the foregoing resolution was put to a vote of the members of the Village Board of Trustees of the Village of Watkins Glen by a motion from _____ and seconded by _____ on November 3, 2026, the result of which the vote was as follows:

:

	Ayes	Nays	Absent
Mayor Peter G. Cherock	☐	☐	☐
Deputy Mayor Bob Carson	☐	☐	☐
Trustee Margaret Schimizzi	☐	☐	☐
Trustee Stephen Klemann	☐	☐	☐
Trustee Michaela Christensen	☐	☐	☐

I, Fred Warrick, hereby certify that the foregoing is a true and exact copy of the resolution adopted by the Board of Trustees of the Village of Watkins Glen at its November 3, 2026 meeting.

_____
Village Clerk

Dated: November 3, 2026
Resolution No: 16-11032026

Voucher Abstract

Village of Watkins Glen

VC 00039075 sponges, shower shelves, shower curtain weights — 0000AMAZON Amazon Capital Services
10/28/2026 26,104 — 10 2026 — 137.92

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	sponges, shower shelves, shower curtain weights	137.92	AA.7180.400	Campground - Contractual Expenses

VC 00039129 steel toe boots - Cody Bryans — 0000AMAZON Amazon Capital Services
10/29/2026 26,104 — 10 2026 — 164.99

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	steel toe boots - Cody Bryans	164.99	FF.8310.430	Water - Clothing/PPE & Safety Supplies

TOTAL VOUCHERS FOR VENDOR: 0000AMAZON # OF VOUCHERS: 2 TOTAL AMOUNT: 302.91

VC 00039076 Utility Membership 12/1/26 - 11/30/27 — 000000APPA American Public Power Association
10/28/2026 26,104 — 10 2026 — 1,396.59

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	Utility Membership 12/1/26 - 11/30/27	1,396.59	EE.0785.200	Dues/Training & Clothing

TOTAL VOUCHERS FOR VENDOR: 000000APPA # OF VOUCHERS: 1 TOTAL AMOUNT: 1,396.59

VC 00039077 FD phone & tablet, PD phones 9/12/26 - 10/11/26 — 00FIRSTNET AT&T MOBILITY
10/28/2026 26,104 — 10 2026 — 210.65

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	FD phone & tablet, PD phones 9/12/26 - 10/11/26	210.65	AA.3410.410	Fire - Utilities Expense

TOTAL VOUCHERS FOR VENDOR: 00FIRSTNET # OF VOUCHERS: 1 TOTAL AMOUNT: 210.65

VC 00039078 oil filter - zero turn — 0AUTOPARTS Auto Parts of Watkins Glen
10/28/2026 26,104 — 10 2026 — 34.93

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION

001 oil filter - zero turn

34.93 AA.8810.420 Cemetery - Materials & Supplies

VC 00039079 fuel filter for compressor
10/28/2026 26,104

0AUTOPARTS Auto Parts of Watkins Glen
10 2026

38.78

LINE	DETAIL DESCRIPTION
001	fuel filter for compressor

AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
38.78	AA.5142.421	Snow Removal - Materials & Supplies

TOTAL VOUCHERS FOR VENDOR: 0AUTOPARTS # OF VOUCHERS: 2 TOTAL AMOUNT: 73.71

VC 00039080 estimated fee adjustment 01/01/26 - 12/31/26
10/28/2026 26,104

0000000BMI BMI General Licensing
10 2026

425.83

LINE	DETAIL DESCRIPTION
001	estimated fee adjustment 01/01/26 - 12/31/26

AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
425.83	AA.7140.400	CC/EC - Contractual Expense

TOTAL VOUCHERS FOR VENDOR: 0000000BMI # OF VOUCHERS: 1 TOTAL AMOUNT: 425.83

VC 00039081 sidewalk blocks behind Ben & Jerry's
10/28/2026 26,104

BTCONSTRUC BT Concrete Construction
10 2026

600.00

LINE	DETAIL DESCRIPTION
001	sidewalk blocks behind Ben & Jerry's

AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
600.00	AA.5110.400	Streets - Contractual Exp

TOTAL VOUCHERS FOR VENDOR: BTCONSTRUC # OF VOUCHERS: 1 TOTAL AMOUNT: 600.00

VC 00039090 tie rod/ alignment red pickup flatbed
10/28/2026 26,104

CATLINHILL Catlin Hill Garage
10 2026

560.81

LINE	DETAIL DESCRIPTION
001	tie rod/ alignment red pickup flatbed

AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
560.81	AA.5110.200	Streets - Equipment Repairs

TOTAL VOUCHERS FOR VENDOR: CATLINHILL # OF VOUCHERS: 1 TOTAL AMOUNT: 560.81

VC 00039082 PD cable TV 10/16/26 - 11/15/26 000CHARTER Charter Communications
10/28/2026 26,104 10 2026 77.38

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	PD cable TV 10/16/26 - 11/15/26	77.38	AA.3120.410	Police - Utilities

TOTAL VOUCHERS FOR VENDOR: 000CHARTER # OF VOUCHERS: 1 TOTAL AMOUNT: 77.38

VC 00039083 1" conduit and PVC glue 000COOPERE Cooper Electric
10/28/2026 26,104 10 2026 313.73

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	1" conduit and PVC glue	313.73	EE.0787.000	Repairs & Maintenance Supplies

TOTAL VOUCHERS FOR VENDOR: 000COOPERE # OF VOUCHERS: 1 TOTAL AMOUNT: 313.73

VC 00039132 Event Center Deposit Refund 10/21/26 CORNINGINC Corning, Inc
10/30/2026 26,104 10 2026 250.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	Event Center Deposit Refund 10/21/26	250.00	AA.0615.000	Customer Deposits

TOTAL VOUCHERS FOR VENDOR: CORNINGINC # OF VOUCHERS: 1 TOTAL AMOUNT: 250.00

VC 00039091 refund Lakeside Pavilion, canceled check fee DIANNESEEL Dianne Seeley
10/28/2026 26,104 10 2026 190.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION

001	refund- Lakeside Pavilion canceled 7/11/26	100.00 AA.2067.000	Pavilion Rental Fees
002	pre-paid parking	100.00 AA.2001.000	Clute Park - Parking Fees
003	fee for canceled check #031770	-10.00 AA.2067.000	Pavilion Rental Fees

VC 00039092 Refund Lakeside Pavilion deposit — DIANNESEEL Dianne Seeley
10/28/2026 26,104 — 10 2026 — 75.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	Refund Lakeside Pavilion deposit	75.00	AA.0615.000	Customer Deposits

TOTAL VOUCHERS FOR VENDOR: DIANNESEEL # OF VOUCHERS: 2 TOTAL AMOUNT: 265.00

VC 00039084 Annual hood cleaning & degreasing- CC & Concession — DOUGSLEEMA Douglas Sleeman
10/28/2026 26,104 — 10 2026 — 1,100.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	annual Community Center hood cleaned & degreased	550.00	AA.7140.400	CC/EC - Contractual Expense
002	annual concession stand hood cleaned & degreased	550.00	AA.7110.400	Parks - Contractual Expenses

TOTAL VOUCHERS FOR VENDOR: DOUGSLEEMA # OF VOUCHERS: 1 TOTAL AMOUNT: 1,100.00

VC 00039130 planning application refund — EDORCRISTI Edward or Cristie Hopkins
10/29/2026 26,104 — 10 2026 — 150.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	planning application refund	150.00	AA.8020.400	Planning - Contractual Exp

TOTAL VOUCHERS FOR VENDOR: EDORCRISTI # OF VOUCHERS: 1 TOTAL AMOUNT: 150.00

VC 00039133 risers, ferncos, butyl caulk & tape — 0000EJPRES EJ Prescott Inc
10/30/2026 26,104 — 10 2026 — 999.87

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	risers, ferncos, butyl caulk & tape	999.87	GG.8120.420	Sanitary Sewer - Collection System

TOTAL VOUCHERS FOR VENDOR: 0000EJPRES # OF VOUCHERS: 1 TOTAL AMOUNT: 999.87

VC 00039085 internet 10/15/26 - 11/14/26 EMPIREACCE Empire Access
10/28/2026 26,104 10 2026 132.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	internet 10/15/26 - 11/14/26	66.00	AA.5110.410	Streets - Utilities - Schuyler E/S/W
002	internet 10/15/26 - 11/14/26	66.00	EE.0741.220	Utilities - All

TOTAL VOUCHERS FOR VENDOR: EMPIREACCE # OF VOUCHERS: 1 TOTAL AMOUNT: 132.00

VC 00039086 Live Your Dream Magazine Fall 2026 00FAHYWILL Fahy-Williams Publishing
10/28/2026 26,104 10 2026 375.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	Live Your Dream Magazine Fall 2026	375.00	AA.7140.400	CC/EC - Contractual Expense

TOTAL VOUCHERS FOR VENDOR: 00FAHYWILL # OF VOUCHERS: 1 TOTAL AMOUNT: 375.00

VC 00039087 winter bibs - Paul Ector 000FAMOUSB Famous Brands Outlet
10/28/2026 26,104 10 2026 114.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	winter bibs - Paul Ector	114.00	AA.5110.423	Streets - Clothing & Safety Supplies

VC 00039088 winter coat - Mason Neira 000FAMOUSB Famous Brands Outlet
10/28/2026 26,104 10 2026 132.96

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	winter coat - Mason Neira	132.96	AA.5110.423	Streets - Clothing & Safety Supplies

VC 00039134 Owen Buckley - safety shoes 000FAMOUSB Famous Brands Outlet
10/30/2026 26,104 10 2026 139.99

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	Owen Buckley - safety shoes	139.99	JT.8110.430	Sewer Admin - Clothing & Safety

TOTAL VOUCHERS FOR VENDOR: 000FAMOUSB # OF VOUCHERS: 3 TOTAL AMOUNT: 386.95

VC 00039089 camground office rear porch bathrooms PO#1653 FLCONSTRUC Finger Lakes Construction & Property Maintenance
10/28/2026 26,104 10 2026 18,000.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	campground office rear porch bathrooms for public PO#1653	18,000.00	AA.7180.400	Campground - Contractual Expenses

TOTAL VOUCHERS FOR VENDOR: FLCONSTRUC # OF VOUCHERS: 1 TOTAL AMOUNT: 18,000.00

VC 00039093 cable trucksteps, skeletool X- pliers 00GRAINGER Grainger, Inc
10/28/2026 26,104 10 2026 419.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	cable truck steps	303.58	EE.0804.000	Transportation Clearing
002	skeletool RX - pliers	115.42	EE.0787.000	Repairs & Maintenance Supplies

VC 00039094 cable ties decorations 00GRAINGER Grainger, Inc
10/28/2026 26,104 10 2026 378.88

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	cable ties for decorations	378.88	EE.0787.000	Repairs & Maintenance Supplies

TOTAL VOUCHERS FOR VENDOR: 00GRAINGER # OF VOUCHERS: 2 TOTAL AMOUNT: 797.88

VC 00039095 DPD chlorine, vials 000000HACH Hach Company
10/28/2026 26,104 10 2026 389.45

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	DPD Chlorine	276.45	FF.8320.424	Source/Supply - Lab Supplies
002	vials	113.00	FF.8320.424	Source/Supply - Lab Supplies

TOTAL VOUCHERS FOR VENDOR: 000000HACH # OF VOUCHERS: 1 TOTAL AMOUNT: 389.45

VC 00039135 Contract 12/4/26 - 1/3/27 HIGHERINFO Higher Information Group LLC
10/30/2026 26,104 10 2026 179.99

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	Contract 12/4/26 - 1/3/27	179.99	AA.7180.400	Campground - Contractual Expenses

TOTAL VOUCHERS FOR VENDOR: HIGHERINFO # OF VOUCHERS: 1 TOTAL AMOUNT: 179.99

VC 00039096 bicarb,marker 0000HIMROD Himrod Farm Supply Hardware
10/28/2026 26,104 10 2026 140.49

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	bicarb	136.50	FF.8330.401	Water Purification - Alum
002	marker	3.99	FF.8310.425	Water - Office Supplies

TOTAL VOUCHERS FOR VENDOR: 0000HIMROD # OF VOUCHERS: 1 TOTAL AMOUNT: 140.49

VC 00039136 reflective vests HIVISSUPPL HIVIS SUPPLY
10/30/2026 26,104 10 2026 132.35

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	reflective vests	132.35	FF.8310.430	Water - Clothing/PPE & Safety Supplies

TOTAL VOUCHERS FOR VENDOR: HIVISSUPPL # OF VOUCHERS: 1 TOTAL AMOUNT: 132.35

VC 00039097 motor rebuild — INTPUMPSOL Integrated Pump Solutions
10/28/2026 26,104 — 10 2026 — 925.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	motor rebuild	925.00	FF.8340.430	Transmission - Materials & Supplies Exp

TOTAL VOUCHERS FOR VENDOR: INTPUMPSOL — # OF VOUCHERS: 1 — TOTAL AMOUNT: 925.00

VC 00039098 vac truck for clute park pump change — 00000JEFFS Jeff's On-Site Services, Inc
10/28/2026 26,104 — 10 2026 — 825.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	vac truck for clute park pump change	825.00	GG.8120.430	Sanitary Sewer - Pump Stations

TOTAL VOUCHERS FOR VENDOR: 00000JEFFS — # OF VOUCHERS: 1 — TOTAL AMOUNT: 825.00

VC 00039137 shop supply B&G — 000KIMBALL Kimball Midwest
10/30/2026 26,104 — 10 2026 — 25.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	shop supply B&G	25.00	AA.7120.430	Buildings & Grounds - Materials & Supplies

TOTAL VOUCHERS FOR VENDOR: 000KIMBALL — # OF VOUCHERS: 1 — TOTAL AMOUNT: 25.00

VC 00039099 tss, tkn, cbod, tp — 00MICROB-G Microbac Laboratories, Inc.
10/28/2026 26,104 — 10 2026 — 372.85

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	lab work	372.85	JT.8130.425	Treatment - Lab Analysis Exp

VC 00039100 fecal — 00MICROB-G Microbac Laboratories, Inc.
10/28/2026 26,104 — 10 2026 — 64.45

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	lab work	64.45	JT.8130.425	Treatment - Lab Analysis Exp

VC 00039138 fecal, tss,tkn, cbod, tp — 00MICROB-G Microbac Laboratories, Inc.
10/30/2026 26,104 — 10 2026 — 501.75

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	lab work	64.45	JT.8130.425	Treatment - Lab Analysis Exp
002	lab work	372.85	JT.8130.425	Treatment - Lab Analysis Exp
003	lab work	64.45	JT.8130.425	Treatment - Lab Analysis Exp

TOTAL VOUCHERS FOR VENDOR: 00MICROB-G # OF VOUCHERS: 3 TOTAL AMOUNT: 939.05

VC 00039101 Purchase price for fixed price TCC's (75%) — 000000NYPA New York Power Authority
10/28/2026 26,104 — 10 2026 — 66,023.47

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	electricity purchased	66,023.47	EE.0721.000	Electricity Purchased

TOTAL VOUCHERS FOR VENDOR: 000000NYPA # OF VOUCHERS: 1 TOTAL AMOUNT: 66,023.47

VC 00039102 work boots - D. Heichel — 00NORTHERN Northern Safety Co, Inc
10/28/2026 26,104 — 10 2026 — 154.15

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	wok boots - D. Heichel	154.15	EE.0785.200	Dues/Training & Clothing

TOTAL VOUCHERS FOR VENDOR: 00NORTHERN # OF VOUCHERS: 1 TOTAL AMOUNT: 154.15

VC 00039103 tire leaf machine — 00PARMENTE Parmenter Motors Inc
10/28/2026 26,104 — 10 2026 — 120.18

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	tire leaf machine	120.18	AA.5110.200	Streets - Equipment Repairs

TOTAL VOUCHERS FOR VENDOR: 00PARMENTE # OF VOUCHERS: 1 TOTAL AMOUNT: 120.18

VC 00039104 compressor oil, washer, simple green 00000PIKES Pike's Engine & Machine Shop, Inc
10/28/2026 26,104 10 2026 38.88

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	compressor oil, washer, simple green	38.88	FF.8320.430	Source/Supply - Materials & Supplies

TOTAL VOUCHERS FOR VENDOR: 00000PIKES # OF VOUCHERS: 1 TOTAL AMOUNT: 38.88

VC 00039105 ink 00000QUILL Quill
10/28/2026 26,104 10 2026 131.22

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	ink	131.22	FF.8310.425	Water - Office Supplies

TOTAL VOUCHERS FOR VENDOR: 00000QUILL # OF VOUCHERS: 1 TOTAL AMOUNT: 131.22

VC 00039106 long sleeve 2, short sleeve 1, patch3, sewing 6 0000RANGER Ranger Outfitters
10/28/2026 26,104 10 2026 207.47

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	long sleeve 2, short sleeve 1, patch3, sewing 6	207.47	AA.3120.423	Police - Clothing & Safety Supplies

TOTAL VOUCHERS FOR VENDOR: 0000RANGER # OF VOUCHERS: 1 TOTAL AMOUNT: 207.47

VC 00039139 mortar mix, brick trowel 000WLUMBER RCA3 Inc dba Watkins Lumber, Inc
10/30/2026 26,104 10 2026 39.07

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	mortar mix, brick trowel	39.07	GG.8120.420	Sanitary Sewer - Collection System

TOTAL VOUCHERS FOR VENDOR: 000WLUMBER # OF VOUCHERS: 1 TOTAL AMOUNT: 39.07

VC 00039108 photo ID - 3rd quarter 2026 SCHYINFOTE Schuyler County Building and Grounds
10/28/2026 26,104 10 2026 30.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	3rd quarter 2026 photo ID - D. Potter	10.00	AA.3120.430	Police - Materials & Supplies
002	3rd quarter 2026 photo ID - C. Blanchard	10.00	EE.0785.500	Materials & Supplies Exp
003	3rd quarter 2026 photo ID - T. Wilcox	10.00	JT.8130.431	Treatment - Materials & Supplies

VC 00039110 Utilities - July, Aug, Sept 2026 SCHYINFOTE Schuyler County Building and Grounds
10/29/2026 26,104 10 2026 1,542.84

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	Utilities - July, Aug, Sept 2026	771.42	AA.5110.410	Streets - Utilities - Schuyler E/S/W
002	Utilities - July, Aug, Sept 2026	771.42	JT.8130.443	Treatment - Polymer

TOTAL VOUCHERS FOR VENDOR: SCHYINFOTE # OF VOUCHERS: 2 TOTAL AMOUNT: 1,572.84

VC 00039107 no outlet sign 0SCHYHIGH2 Schuyler County Highway
10/28/2026 26,104 10 2026 26.80

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	no outlet sign	26.80	AA.5110.450	Streets -Signs

TOTAL VOUCHERS FOR VENDOR: 0SCHYHIGH2 # OF VOUCHERS: 1 TOTAL AMOUNT: 26.80

VC 00039109 phone charges 10/1/26 - 10/31/26 SCHUYLERCO Schuyler County Treasurer
10/29/2026 26,104 10 2026 54.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION

001	phone charges 10/1/26 - 10/31/26	27.00	AA.5110.412	Streets - Schuyler Phone/Internet
002	phone charges 10/1/26 - 10/31/26	27.00	EE.0741.220	Utilities - All

TOTAL VOUCHERS FOR VENDOR: SCHUYLERCO # OF VOUCHERS: 1 TOTAL AMOUNT: 54.00

VC 00039111 Sta Floc 274 polymer 00000SLACK Slack Chemical
10/29/2026 26,104 10 2026 5,507.00

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	Sta Floc 274 polymer	5,507.00	JT.8130.443	Treatment - Polymer

TOTAL VOUCHERS FOR VENDOR: 00000SLACK # OF VOUCHERS: 1 TOTAL AMOUNT: 5,507.00

VC 00039112 CC concessions - Friday Night Skate 00SPARRISH Stacey Parrish
10/29/2026 26,104 10 2026 130.84

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	CC concessions - Friday Night Skate	130.84	AA.7140.430	CC/EC - Materials & Supplies

TOTAL VOUCHERS FOR VENDOR: 00SPARRISH # OF VOUCHERS: 1 TOTAL AMOUNT: 130.84

VC 00039113 trash bags, laminating pouches, tissues, time card 000STAPLES Staples Contract & Commercial
10/29/2026 26,104 10 2026 394.84

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	trash bags	275.30	AA.5110.430	Streets - Materials & Supplies
002	laminating pouches	29.33	AA.7140.430	CC/EC - Materials & Supplies
003	tissues	38.50	AA.1620.420	Municipal Bldg - Repairs & Maintenance
004	time cards	3.96	AA.5110.430	Streets - Materials & Supplies
005	time cards	3.96	EE.0781.500	Contractual Expenses
006	time cards	3.96	GG.8120.431	Sanitary Sewer - Materials & Supplies
007	pens/soap refill/hanging files	38.13	FF.8310.425	Water - Office Supplies
008	staples	1.70	AA.1410.430	Clerk - Materials & Supplies Exp

TOTAL VOUCHERS FOR VENDOR: 000STAPLES # OF VOUCHERS: 1 TOTAL AMOUNT: 394.84

VC 00039116 case & screen protector 00TREVIPAY TREVIPAY
10/29/2026 26,104 10 2026 56.88

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	case & screen protector	56.88	AA.5110.430	Streets - Materials & Supplies

VC 00039140 roller skate supplies 00TREVIPAY TREVIPAY
10/30/2026 26,104 10 2026 144.16

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	roller skate supplies	144.16	AA.7140.430	CC/EC - Materials & Supplies

VC 00039141 roller skate supplies 00TREVIPAY TREVIPAY
10/30/2026 26,104 10 2026 4.97

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	roller skate supplies	4.97	AA.7140.430	CC/EC - Materials & Supplies

TOTAL VOUCHERS FOR VENDOR: 00TREVIPAY # OF VOUCHERS: 3 TOTAL AMOUNT: 206.01

VC 00039114 cell service 8/24/26 - 9/23/26 00VERIZONW Verizon Wireless
10/29/2026 26,104 10 2026 276.31

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	Code Enforcement	31.26	AA.8010.410	Zoning - Utilities Expense
002	Electric Dept	31.26	EE.0741.220	Utilities - All
003	CVWRF	75.29	JT.8130.411	Treatment - Phone Exp
004	Water Dept	69.25	FF.8320.412	Source/Supply - Utilities - Phone Exp
005	Sewer	37.99	GG.8110.400	Sewer - Contractual Exp
006	PD	31.26	AA.3120.450	Police - Dispatch Fees

TOTAL VOUCHERS FOR VENDOR: 00VERIZONW # OF VOUCHERS: 1 TOTAL AMOUNT: 276.31

VC 00039115 pump pull at Clute Park
10/29/2026 26,104

LINE	DETAIL DESCRIPTION
001	pump pull at Clute Park

0000000W2O W2Operator Training Group
10 2026

AMOUNT	ACCOUNT NO
2,250.00	GG.8120.430

2,250.00

ACCOUNT DESCRIPTION
Sanitary Sewer - Pump Stations

TOTAL VOUCHERS FOR VENDOR: 0000000W2O # OF VOUCHERS: 1 TOTAL AMOUNT: 2,250.00

VC 00039117 fittings, copper, flux, nuts & bolts
10/29/2026 26,104

LINE	DETAIL DESCRIPTION
001	Fittings, Copper, Flux
002	Nuts and Bolts

00WGSUPPLY Watkins Glen Supply Inc
10 2026

AMOUNT	ACCOUNT NO
125.34	FF.8320.427
2.00	FF.8320.427

127.34

ACCOUNT DESCRIPTION
Source/Supply - Building Maint
Source/Supply - Building Maint

VC 00039118 spray paint for Street Christmas Decor-Garlands
10/29/2026 26,104

LINE	DETAIL DESCRIPTION
001	spray paint for Street Christmas Decor-Garlands

00WGSUPPLY Watkins Glen Supply Inc
10 2026

AMOUNT	ACCOUNT NO
102.89	AA.7110.430

102.89

ACCOUNT DESCRIPTION
Parks - Materials & Supplies

VC 00039119 silicone - red bath house
10/29/2026 26,104

LINE	DETAIL DESCRIPTION
001	silicone - red bath house

00WGSUPPLY Watkins Glen Supply Inc
10 2026

AMOUNT	ACCOUNT NO
11.99	AA.7180.400

11.99

ACCOUNT DESCRIPTION
Campground - Contractual Expenses

VC 00039120 plate, split ring, pipe, tubing, adapter
10/29/2026 26,104

LINE	DETAIL DESCRIPTION
001	plate, split ring
002	pipe, tubing, adapter, ball valve
003	insulation, nuts/bolts

00WGSUPPLY Watkins Glen Supply Inc
10 2026

AMOUNT	ACCOUNT NO
8.10	FF.8320.430
151.15	FF.8320.430
9.63	FF.8320.430

168.88

ACCOUNT DESCRIPTION
Source/Supply - Materials & Supplies
Source/Supply - Materials & Supplies
Source/Supply - Materials & Supplies

VC 00039121 padlocks, keys, broom, stone rake, sprayer, bits
10/29/2026 26,104

LINE	DETAIL DESCRIPTION
001	padlocks & keys
002	broom, stone rake, sprayer
003	hammer drill bits - Chisels

00WGSUPPLY Watkins Glen Supply Inc
10 2026

AMOUNT	ACCOUNT NO
24.99	EE.0787.000
125.67	EE.0787.000
56.68	EE.0787.000

207.34

ACCOUNT DESCRIPTION
Repairs & Maintenance Supplies
Repairs & Maintenance Supplies
Repairs & Maintenance Supplies

VC 00039122 paint/brushes
10/29/2026 26,104
LINE DETAIL DESCRIPTION
001 paint/brushes

00WGSUPPLY Watkins Glen Supply Inc
10 2026
AMOUNT ACCOUNT NO
23.49 AA.7120.430

23.49
ACCOUNT DESCRIPTION
Buildings & Grounds - Materials & Supplies

VC 00039123 caulk gun/knife
10/29/2026 26,104
LINE DETAIL DESCRIPTION
001 caulk gun/knife

00WGSUPPLY Watkins Glen Supply Inc
10 2026
AMOUNT ACCOUNT NO
28.78 GG.8120.431

28.78
ACCOUNT DESCRIPTION
Sanitary Sewer - Materials & Supplies

VC 00039124 faucet tool
10/29/2026 26,104
LINE DETAIL DESCRIPTION
001 faucet tool

00WGSUPPLY Watkins Glen Supply Inc
10 2026
AMOUNT ACCOUNT NO
15.99 AA.7120.430

15.99
ACCOUNT DESCRIPTION
Buildings & Grounds - Materials & Supplies

VC 00039125 2' level
10/29/2026 26,104
LINE DETAIL DESCRIPTION
001 2' level

00WGSUPPLY Watkins Glen Supply Inc
10 2026
AMOUNT ACCOUNT NO
38.00 EE.0787.000

38.00
ACCOUNT DESCRIPTION
Repairs & Maintenance Supplies

VC 00039126 brass fitting
10/29/2026 26,104
LINE DETAIL DESCRIPTION
001 brass fitting

00WGSUPPLY Watkins Glen Supply Inc
10 2026
AMOUNT ACCOUNT NO
10.79 JT.8130.420

10.79
ACCOUNT DESCRIPTION
Treatment - Repairs & Maint

VC 00039142 spray paint for street Christmas Decor-Garlands
10/30/2026 26,104
LINE DETAIL DESCRIPTION
001 spray paint for street Christmas Decor-Garlands

00WGSUPPLY Watkins Glen Supply Inc
10 2026
AMOUNT ACCOUNT NO
48.93 AA.7110.430

48.93
ACCOUNT DESCRIPTION
Parks - Materials & Supplies

TOTAL VOUCHERS FOR VENDOR: 00WGSUPPLY # OF VOUCHERS: 11 TOTAL AMOUNT: 784.42

VC 00039127 fire system monitoring
10/29/2026 26,104
LINE DETAIL DESCRIPTION

00WESTFIRE West Fire Systems, Inc
10 2026
AMOUNT ACCOUNT NO

1,512.00
ACCOUNT DESCRIPTION

001	fire system monitoring	1,512.00	JT.8130.400	Treatment - Contractual Exp

TOTAL VOUCHERS FOR VENDOR: 00WESTFIRE # OF VOUCHERS: 1 TOTAL AMOUNT: 1,512.00

VC 00039128 meter usage charge 9/21-10/21/26 & equity plan 00000XEROX Xerox Corporation
10/29/2026 26,104 10 2026 238.90

LINE	DETAIL DESCRIPTION	AMOUNT	ACCOUNT NO	ACCOUNT DESCRIPTION
001	meter usage charge 9/21/26 - 10/21/26	20.35	AA.1410.400	Clerk - Contractual Exp
002	meter usage charge 9/21/26 - 10/21/26	20.36	FF.8310.400	Water - Contractual
003	meter usage charge 9/21/26 - 10/21/26	20.35	JT.8110.400	Sewer Admin - Contractual Exp
004	meter usage charge 9/21/26 - 10/21/26	20.36	EE.0781.500	Contractual Expenses
005	meter usage charge 9/21/26 - 10/21/26	20.35	GG.8110.400	Sewer - Contractual Exp
006	equipment equity plan 24 of 60	27.43	AA.1410.400	Clerk - Contractual Exp
007	equipment equity plan 24 of 60	27.42	FF.8310.400	Water - Contractual
008	equipment equity plan 24 of 60	27.43	JT.8110.400	Sewer Admin - Contractual Exp
009	equipment equity plan 24 of 60	27.42	EE.0781.500	Contractual Expenses
010	equipment equity plan 24 of 60	27.43	GG.8110.400	Sewer - Contractual Exp

TOTAL VOUCHERS FOR VENDOR: 00000XEROX # OF VOUCHERS: 1 TOTAL AMOUNT: 238.90

TOTAL # OF VOUCHERS: 67 TOTAL AMOUNT: 109,643.04

Voucher Abstract

Village of Watkins Glen

Summary

		Total
AA-General Fund	AA.0200.000	24,906.35
	Total	24,906.35
EE-Electric Enterprise Fund	EE.0121.000	69,117.16
	Total	69,117.16
FF-Water Fund	FF.0200.000	2,373.76
	Total	2,373.76
GG-Sewer Fund	GG.0200.000	4,232.45
	Total	4,232.45
JT-Catharine Valley Water Reclamation Facility	JT.0200.000	9,013.32
	Total	9,013.32
Total		109,643.04