



## REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF WATKINS GLEN HELD TUESDAY, JUNE 16, 2020

### PLEDGE OF ALLEGIANCE

The public session of the meeting was called to order at 6:00 pm by Mayor Luke Leszyk. Present were Mayor Luke Leszyk, Deputy Mayor Louie Perazzini, Trustee Anthony Fraboni, Trustee Nan Woodworth, Trustee Laurie DeNardo, Superintendent Terry Wilcox, Sergeant Brandon Matthews, Village Clerk Lonnie Childs, and Treasurer Rhonda Slater. Also present were Electric Supervisor Minard LaFever and Water Supervisor Martin Pierce. The meeting was held via ZOOM online video conferencing in compliance with COVID Executive Order 202.1. There were approximately ten other persons in attendance.

### PUBLIC BE HEARD

Eric Hollenbeck inquired as to why a representative from the Chamber of Commerce was never in attendance at Village Board meetings. The Mayor will relay his inquiry.

Kevin Thornton publicly thanked Code Enforcement Officer Darrin Stocum for working with his neighbor to clean up his property and also the Village for hiring him.

Steve Lee brought up the 92-property list of potential code violations. The Board discussed the matter with Deputy Mayor Louie Perazzini apologizing for any offense taken regarding the list. His intentions were just to help in cleaning up the Village and making it presentable to the numerous tourists that visit our small town and offered his assistance to help those who may need it to spruce up their properties. Several others also offered their aid to those in need.

Kristin VanHorn thanked the cemetery crew for their maintenance of Glenwood Cemetery. She also requested that the Village put up signage at the entrance that there is no Watkins Glen State Park access via the cemetery roads as many tourists are getting directed, via GPS, to go thru the cemetery. Lastly, Kristin VanHorn inquired about the Electric PPAC refund of the overbilling and the reasoning behind the refund being given over twelve months versus five months. She was informed that this was at the recommendation of the Village's auditors to prevent possible cash flow issues. Further discussion followed regarding shut offs and the possible inability to pay bills. She was informed that due to the COVID pandemic, the Village has suspended all utility shut offs for the time being.

### APPROVAL OF MINUTES

#### Minutes for Regular Meeting June 2, 2020

Deputy Mayor Louie Perazzini made the motion to approve the minutes for the Zoom Online Video Conferencing Board of Trustees meetings held on June 2, 2020, with the following paragraph added under Department Reports.

*The Board discussed the May 2020 Building Department report that stated "...we received a list of 92 properties, from Deputy Mayor Perazzini, of potential property maintenance violations." Trustee Laurie DeNardo inquired about the criteria used to compile the list. Deputy Mayor Louie Perazzini replied that there were no specific criteria utilized, just his opinion on how he would like properties in the Village to look and be upkept. Not all of the properties listed may be in violation, that will be determined by Code Enforcement.*

Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### [Minutes for Emergency Meeting June 5, 2020](#)

Trustee Nan Woodworth made the motion to approve the minutes for the Zoom Online Video Conferencing Board of Trustees meetings held on June 5, 2020. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and the vote was as follows:

Yea: Deputy Mayor Louie Perazzini, Trustee Nan Woodworth, Trustee Anthony Fraboni

Nay: none

Abstain: Trustee Laurie DeNardo Motion Carried.

### [DEPARTMENT REPORTS](#)

Trustee Laurie DeNardo made the motion to approve the Department Heads' reports as presented. Deputy Mayor Louis Perazzini seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

### [VOTING ITEMS](#)

#### [RēLTEK License Agreement for Underground Sanitary Sewer Pipe](#)

Trustee Anthony Fraboni made the motion to approve the execution of the RēLTEK license agreement with a fee of \$1,950.00 for the installation of a new underground gravity sanitary sewer pipe to connect the new pump station on Porter Street. This agreement will also have an annual railroad license fee of \$600.00/yr. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

#### [Zoning Advisory Committee – Vendor Recommendation](#)

Trustee Laurie DeNardo made the motion to approve the Zoning Advisory Committee's recommendation to hire Barton & Loguidice for the Zoning Law Update DRI Project at a cost of \$49,927. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

#### [GCCC, Inc – Installation of Grease Separator](#)

Trustee Laurie DeNardo made the motion to require the House of Hong (GCCC, Inc) to install a 750-gallon grease, oil and sand interceptor in compliance with Local Law #3 of 2019. Trustee Anthony Fraboni seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

#### [Post MEO and Maintenance Mechanic Positions for Street Department](#)

Deputy Mayor Louie Perazzini made the motion to post one motor equipment operator position and one maintenance mechanic position for the Street Department to fill recent vacancies. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

#### [Re-Post Municipal Worker Position for Collections System](#)

Deputy Mayor Louie Perazzini made the motion to re-post the municipal worker position for the Sewer Collection System as the filling of the position has been postponed due to the COVID pandemic. Trustee Anthony Fraboni seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

#### [NYCOM – Local Gross Receipts Tax Policy of NYSEG & RGE](#)

Trustee Laurie DeNardo made the motion for the Village of Watkins Glen to join NYCOM USA's efforts to secure lost gross receipts tax revenue from NYSEG & RGE. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

#### [Resolution to Adopt Records Retention and Disposition Schedule LGS-1](#)

Trustee Laurie DeNardo made the motion to adopt the following records retention resolution. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

WHEREAS, the State Archives is revising and consolidating its local government records retention and disposition schedules and issuing a single, comprehensive retention schedule for all types of local governments on August 1st, 2020.

RESOLVED, by the Village Board of Trustees of the Village of Watkins Glen that Records Retention and Disposition Schedule LGS-1, issued pursuant to Article 57-A of the Arts & Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A: (a) only those records will be disposed of that are described in Records Retention and Disposition Schedule LGS-1 after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

#### [NYISO Fixed Price HFPTCC Extension Agreement](#)

Trustee Nan Woodworth made the motion to opt out of the NYISO fixed price HFPTCC extension agreement for November 1, 2020 thru October 31, 2021 at the recommendation of Electric Supervisor Minard LaFever. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

#### [Builders Risk Insurance for Clute Park Redevelopment Project](#)

Trustee Laurie DeNardo made the motion to approve the quote from Selective to provide builders risk insurance coverage for the Clute Park Redevelopment Project at an annual cost of \$2,412. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

#### [Watkins Glen Police Department Training Request](#)

Trustee Anthony Fraboni made the motion for SRO Michael Champion to attend the GLOCK Professional, Inc Armorer's Course on Thursday, July 9, 2020 at the Chemung County Sheriff's Office in Breesport, NY at a cost of \$250.00 plus hourly wages. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

### [AUDIT](#)

#### [General Audit](#)

Trustee Nan Woodworth made the motion to approve the regular audit for June 16, 2020 in the following amounts, as well as the online audit for payment of the EFC loan in the amount of \$398.90:

General	\$44,700.19	Sewer	\$7,659.64
Electric	\$28,782.86	Water	\$50,740.62
Joint Activity	\$1,032.34		

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

#### [JPC Audit](#)

Trustee Anthony Fraboni made the motion to approve the JPC audit for the May in the amount of \$839,387.47. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

## BOARD CONCERNS

### Downtown Square on Third Street

The Village Board discussed the possibility of closing down the first portion of Third Street where the Chamber of Commerce building is located and create a downtown square area with picnic tables and lights to help our restaurants that have limited or no outdoor seating areas. Mayor Luke Leszyk requested permission to speak to the NYSDOT to acquire permission to change Third Street from one-way to two-way to facilitate this concept. Deputy Mayor Louie Perazzini made the motion to give the Mayor permission to discuss the matter with the NYSDOT. Trustee Anthony Fraboni seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### Teamsters Negotiations

Trustee Laurie DeNardo informed the Board that the Teamsters contract negotiations are almost complete.

### FEMA Funding

Treasurer Rhonda Slater informed the Board that the final federal installments of FEMA funding revenues have come in for Clute Park and the headwall repairs on Glen Ave.

## ADJOURN

With no further business to come before the Board, Trustee Laurie DeNardo made the motion to adjourn at 7:07 pm. Trustee Nan Woodworth seconded the motion and all were in favor. Motion Carried.

Meeting Adjourned.

Respectively Submitted,

Rhonda E Slater