

Village of Hammondsport
July 14, 2015
Meeting Minutes

DRAFT

The Village of Hammondsport Board of Trustees held its regular monthly board meeting on Tuesday July 14, 2015 at 6:00 p.m., 18 Water Street, Hammondsport, NY.

PRESENT: Mayor Emery L. Cummings, Jr.
Trustee Stella Pulver
Trustee David Luppino
Trustee Anne Green
Trustee Bee Keck
Clerk-Treasurer Lela Martuscello
DPW Superintendent Ray Hawley
Water Plant Operator Chris McConnell
Police Sergeant Ryan Sincerbox

OTHERS PRESENT: Linda Carl, Jaeda Smith, Mike Slowinski, Jamie Johnson.

Jamie Johnson from the Steuben County IDA presented the Hammondsport-Urbana Waterfront Master Plan. The plan was completed by Ingalls Planning and Design and Larson Design Group with the help of an advisory committee and the community as a whole. The plan covers Community Vision, Opportunity Assessment, Recommendations, and Implementation. A large part of the implementation depends on obtaining grants which the IDA has begun to apply for through New York State. Mr. Johnson asked the board to consider approving the Waterfront Master Plan.

Mike Slowinski, Village Building Inspector, discussed with the board a proposed local law for the Registration of Rental Housing. Trustee Luppino questioned 9(C) of the proposed law regarding the owner's designation of an Agent and the legal process of notices to be served on the Agent or Property Owner. The Village Attorney will look over the wording and rewrite changes to be more specific to the Village of Hammondsport.

Mike Slowinski also discussed with the board the implementation of a \$25.00 Electrical Permit fee for the upgrading of electric. NYS requires an inspection certificate; however, one cannot be issued without a Permit Number. He will alter the current Building Permit Application to accommodate this requirement. He also, discussed the idea of altering the Building Fee Schedule to include a Residential Rate as well as a Commercial Rate for a Building Permit as commercial properties generally have more inspections.

On motion of Trustee Green and seconded by Trustee Keck and carried all voting Aye,
RESOLVED, to amend the Building Fee Schedule to include Electric Permit - \$25.00.

ROLL CALL VOTE: 5 – AYE 0 – NAY

BUSINESS MEETING

Minutes: On motion of Trustee Green and seconded by Trustee Luppino and carried, all voting Aye to approve the June 9, 2015 meeting minutes as amended.

Abstract: On motion of Trustee Pulver and seconded by Trustee Keck and carried, all voting Aye, RESOLVED, that the Clerk-Treasurer is hereby authorized to pay General Fund Abstract #5, claim #116-149 totaling \$29,699.65 and Water Fund Abstract #5, claim #49-64 totaling \$5,345.59.

Department Reports

Police: Police Sergeant Sincerbox submitted a written report of the Police Department for June 2015. Activities included 26 calls for service, 7 criminal complaints, 7 criminal complaints closed, 2 traffic stops, 1 warning issued, 1 traffic ticket issued, and 16 parking tickets issued. New radio for the Police car was purchased because the current radio does not work well with Steuben County 911. The County made changes to their radios that are only compatible with Motorola.

DPW/Water: DPW Superintendent Hawley submitted a written report on the Street Department for the month of June. The Street Department swept streets, picked up brush, patched streets, mowed, top soil, trash removal, cleaned catch basins, cut back road sides, storm cleanup, cleaned ditches on Liberty Street, striped streets. The DPW will be purchasing a trench box.

Water Plant Operator Chris McConnell reported on the Water Department for the month of June. Water Department work included pump house maintenance, class D training, ufpo's, weekly residuals, mowed, changed filter, ran tank truck, meter repairs, fixed curb boxes, leak location. The Water Department will be purchasing 2 filters for the water plant.

Finance: Clerk Martuscello submitted a written report of the Clerk's Office. Activities included closed books for June, FOIL request, water billing late notices, policies review, planning board subdivision, ARC Grant, application for bench.

Parks: Trustee Luppino reported that signs were purchased for the men's and women's bathrooms and the office at Champlin Beach. Toilets need to be replaced in the bathrooms. He would like to purchase plastic mirror tiles at Home Depot for the bathrooms and working smoke detectors are needed. Trustee Luppino investigated a keyless lock system for the office. Bathroom keys would then hang in the office so lifeguards would not need keys to the bathrooms. Mayor Cummings informed Trustee Luppino that all purchases are to go through the office and the DPW should be contacted to do any maintenance and repairs to the parks and buildings.

KWIC: Trustee Green reported that KWIC met on Monday June 22 in the town of Jerusalem. Policies and Procedures continue to be reviewed and the 2016 draft budget will possibly be available for the July 27 meeting in the Town of Milo. There was discussion regarding the rains and major washouts and the problem of clogged ravines and gullies. Land owners are reminded it is their responsibility to keep the gullies cleared of debris and dumping is prohibited. The manager will also look into the USGA maps for streams which frequently overflow near septic systems.

Zoning Officer's and Building and Watershed Inspector's Reports noted as being received.

Trustee Pulver made a motion seconded by Trustee Luppino and carried, all voting Aye to accept the Department Reports.

Beautification Committee: No Report

OLD BUSINESS

Proposed Local Law, Registration of Rental Housing: Keep on Agenda for next month.

Pet Waste Receptacles: Trustee Luppino found dog waste receptacles at a lower cost than the Town of Urbana reported. The Clerk will purchase the mirror tiles and dog waste receptacles.

NEW BUSINESS

Linda Carl/Attorney Joint Request: On motion of Trustee Luppino and seconded by Trustee Green and carried, all voting Aye, RESOLVED, that the Village of Hammondsport Board of Trustees does hereby authorize the Mayor to sign any documents necessary to allow for the expansion of the bridge over the flume owned by Linda Carl.

ROLL CALL VOTE: Mayor Cummings - Aye
Trustee Green – Aye
Trustee Keck – Aye
Trustee Luppino – Aye
Trustee Pulver - Aye

Motion Carried

Planning Board Request: The Planning Board is requesting a statement from the Village Board that the Village has no interest in obtaining "green space" on the Curtiss School property that is up for subdivision.

On motion of Trustee Luppino and seconded by Trustee Pulver and carried all voting Aye, RESOLVED, that the Village of Hammondsport Board of Trustees has no interest in the "green Space" for the parcel in front of the Curtiss School located at 15 Bauder Avenue, Hammondsport.

ROLL CALL VOTE: Mayor Cummings – Aye

Trustee Green – Aye
Trustee Keck – Aye
Trustee Luppino – Aye
Trustee Pulver – Aye

Motion Carried

Water Warrant: Trustee Pulver made a motion seconded by Trustee Keck and carried all voting Aye to approve the June Water Warrant in the amount of \$69,521.17

Policy Review: The Board reviewed the Employee Policy, Banner Permit Application, Park Use Application and Procedure for Consideration of a Park Use Application, and Parade Permit Application. A Procedure for Consideration of Banner Application was introduced and reviewed.

On motion of Trustee Green and seconded by Trustee Pulver and carried, all voting Aye, RESOLVED, the Village Board of Trustees does hereby adopt a Procedure for Consideration of a Banner Application.

ROLL CALL VOTE: 5 – Aye 0 - Nay

Banner Permits: On motion of Trustee Keck and seconded by Trustee Pulver and carried, all voting Aye to approve the Banner Applications submitted by Hammondsport Chamber of Commerce for Music in the Park, banner to be hung on the Bandstand for the months of July and August, and Harvest Festival from September 19 through October 3; and permit submitted by the Curtiss Museum for Seaplane Homecoming from August 28 through September 19.

On motion of Trustee Keck and seconded by Trustee Pulver and carried all voting Aye to approve the Park Use Applications for Pulteney Park submitted by the Hammondsport Chamber of Commerce for Music in the Park, Thursday 6 pm to 8 pm July and August, Festival of Crafts August 15 and 16, Keuka Harvest Festival October 3, and Christmas in the Park December 12.

On motion of Trustee Green and seconded by Trustee Pulver and carried all voting Aye to lift the ban from Section 32 of the Village Code prohibiting consumption and open containers of alcoholic beverages in the Village Pulteney Park on October 3, 2015 for the Keuka Harvest Festival from 12:00 p.m. to 5:00 p.m.

Mayor Cummings would like to look into a third garbage pickup for the receptacles in Pulteney Park and the business district during July and August. The Clerk will contact Cardinal Disposal for a price.

DPW Review: In December when the DPW Superintendent and Water Plant Operator jobs were split between Chris McConnell and Ray Hawley, the Village Board decided to meet with employees after six months to assess the jobs. Trustee Green and Mayor Cummings met with Chris McConnell on June 22 and Ray Hawley on June 23. In both cases it was reported that the arrangement is working well. No issues have arisen where it wasn't clear what project needed attention first. Supervision of the newly hired maintenance worker has worked well and he will

have his CDL license soon and in one year his water operator certification. Communications are very good with the Clerk's Office and no changes are recommended at this time.

Trustee Luppino met with the Town of Urbana on the Parks and Recreation and he agreed to continue with the Village paying the phone bill at Champlin Beach. He also asked if it had ever been discussed to bill nonprofits garbage pickup. The board has looked into billing nonprofits as well as charging businesses a fee as they produce more tonnage than a resident. The Clerk will find the information and pass it on to Trustee Luppino.

With no further business, Trustee Keck made a motion seconded by Trustee Luppino to adjourn the meeting at 8:17 p.m.

Respectfully Submitted,

Lela Martuscello, Clerk-Treasurer