

**Village of Hammondsport
April 13, 2021
Organizational Board Meeting Minutes**

The Village of Hammondsport Board of Trustees held its an organizational board meeting on Tuesday, April 13, 2021 at 6:00 p.m. in the Village Office, 18 Water Street, Hammondsport and via ZOOM teleconference.

PRESENT: Mayor Jean Jensen
Trustee Anne C. Green
Trustee Stella Pulver
Trustee Leah Bulter
Trustee John Hoch
Sergeant Jason Dininny
Water Plant Supervisor Chris McConnell
Street Superintendent Ray Hawley
Clerk-Treasurer Christina Watson

ABSENT:

OTHERS PRESENT: Kevin Gargan; Alan Carpenter, Dave Durepo, Bee Keck, Mike Wheeler, Patricia, Lorraine Manelis, Suzanne Curran and Emery Cummings via ZOOM.

The meeting was called to order at 6:00 p.m. by Mayor Jean Jensen announcing that due to the current COVID pandemic and following Governor Cuomo's executive orders, the meeting will be conducted following the guidelines in Executive Order 202.1 issued on March 12, 2020.

ORGANIZTIONAL MEETING

Mayor Jean Jensen presented a list of appointments for 2021-2022

Trustee Green made a motion, seconded by Trustee Pulver, and carried, all voting Aye to accept the 2021-202 Appointments presented by Mayor Jensen.

ROLL CALL VOTE:	Mayor Jensen	AYE
	Trustee Green	AYE
	Trustee Pulver	AYE
	Trustee Butler	AYE
	Trustee Hoch	AYE

Motion Passed.

Village of Hammondsport Appointments 2021-2022

Village Attorney	William Reed
Clerk/Treasurer	Christina Watson
Deputy Clerk	Karen Miller
Budget Officer	Christina Watson
Records Management Officer	Christina Watson
Official Newspapers	The Corning Leader
Depository	5 Star Bank, Community Bank, Chemung Canal Trust Co.
Deputy Mayor	Anne C Green
Police Commissioner	Stella Pulver
Deputy Police Commissioner	Leah Butler
Street Commissioner	Anne C Green
Deputy Street Commissioner	John Hoch
Water Commissioner	John Hoch
Deputy Water Commissioner	Anne C Green
Watershed Representative-KWIC	Anne C Green
Parks and Recreation Commissioner	Leah Butler
Deputy Parks and Recreation Commissioner	Stella Pulver
Watershed Inspector	Michael Hicks
Zoning and Code Enforcement Contract with the Town of Urbana	Kevin Gargan
Historian	Terry Bretherton
Planning Board Chairperson 5-year term	David Oliver
Planning Board Alternate 5-year term	Appoint - TBD
Zoning Board of Appeals 5-year term	Appoint - Michael Dillon
Zoning Board of Appeals Alternate 5-year term	Appoint - TBD
Zoning Board of Appeals 3-year term	Appoint - TBD
Health Officer (As Needed)	Curtis Cranmer

Meeting Dates

Village Board Meetings @ 6:00 PM	2 nd Tuesday of each month
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Planning Board Meetings @ 7:00 PM	4 th Wednesday of each month as needed
Zoning Board Meetings @ 6:00 PM	3 rd Tuesday of each month as needed

Approval of Attendance at Meetings

Fall NYCOM Training School	Attendance -Clerk and Mayor
NYCOM Annual Meeting	Attendance - Mayor

Trustee Green asked if Emery might want to be an alternate-check into it.
 Mayor Jensen wanted people to respond to being an alternate by email to her.
 Trustee Hoch suggested post on bulletin boards and website.
 Mayor Jensen received letter from Kent Durepo.

Mayor Jensen asked about NYCOM attendance.

Trustee Hoch mentioned someone should attend Town of Urbana meetings and report back. Mayor Jensen asked if he was interested. Trustee Hoch said, he would attend them.

Mayor Jensen asked for approval on all the appointments.

ROLL CALL VOTE:

Mayor Jensen	AYE
Trustee Green	AYE
Trustee Pulver	AYE
Trustee Butler	AYE
Trustee Hoch	AYE

On motion of Trustee Green, seconded by Trustee Pulver, and carried, all voting Aye to approve the 2021-2022 Appointments.

**Village of Hammondsport
April 13, 2021
Regular Board Meeting Minutes**

The Village of Hammondsport Board of Trustees held its regular monthly board meeting on Tuesday, April 13, 2021 at 6:30 p.m. in the Village Office, 18 Water Street, Hammondsport and via ZOOM teleconference.

PRESENT: Mayor Jean Jensen
Trustee Anne C. Green
Trustee Stella Pulver
Trustee Leah Bulter
Trustee John Hoch
Sergeant Jason Dininny
Water Plant Supervisor Chris McConnell
Street Superintendent Ray Hawley
Clerk-Treasurer Christina Watson

ABSENT:

OTHERS PRESENT: Kevin Gargan; Alan Carpenter, Dave Durepo, Bee Keck, Mike Wheeler, Patricia, Lorraine Manelis, Suzanne Curran and Emery Cummings via ZOOM.

PRESENTATION: NONE

BUSINESS MEETING:

Minutes: No March minutes to approve, will have them in April. Mayor Jensen will ask Tammie for them.

Abstract: On motion of Trustee Green, seconded by Trustee Pulver and carried, all voting Aye, RESOLVED, that the Clerk-Treasurer is hereby authorized to pay General Fund Abstract #2, Claims #230-275 totaling \$29,115.06 and Water Fund Abstract #2, Claims #80-94, totaling \$6,407.18.

DEPARTMENT REPORTS:

Police: Sergeant Jason Dininny submitted a written report of the Police Department. Activities included but were not limited to: 172 calls for service, 1 arrests (total for year), 5 criminal investigations, 1 animal complaint, 1 village coed violation, 3 assist other agencies, 39 follow-up investigations, 13 foot patrol, 15 meetings, 20 property checks, 2 parking enforcement details, 1 parking ticket issued, 2 criminal records request, 10 school zone patrols, 3 traffic details, 4 traffic tickets issued, 3 traffic stops, 53.2 gallons used, 218 miles travelled. Talked about new police officer, 4 positions:

1. Jason Dininny
2. Joe Stremel
3. Open
4. Bryce Bush-after training

Creation of boardwalk, discussion with Stuhl, Luppino and Police Commissioner. The boardwalk will create more motor vehicles, pedestrians, and bike traffic. Talked about the jurisdiction of town/village, concern over Curtiss Park(no need for grey area). 1 year agreement. Marina to Champlain to East of Main Street for Hport PD. Ask our board then to Town of Urbana.

Trustee Green says to talk to attorney. Mayor Jensen asked for draft form.

Mayor Jensen asked if board was OK then to move onto Urbana. Trustee green, how about Urbana's attorney to do work. Aye from all to move it to Urbana.

Jason discussed parking issues. Mayor Jensen asked what we could do. Jason can use experience from Corning, a vehicle cannot park over 24 hours in 1 spot. Trustee Hoch said, focus on business area. Mayor Jensen, thoughts from Chamber? Trustee Butler and Trustee Pulver mentioned business district, Trustee Green assumes they will agree. Trustee Butler, maybe 48 hours. Trustee Green, what will you do? Jason would chalk the tires. Mayor Jensen, need more info. From businesses and Chamber, Mayor Jensen to followup. Trustee Hoch and Trustee Butler, maybe the businesses can have permit in window in car. Jason, can you paint yellow lines. Hawley and McConnell, yes.

DPW: DPW Superintendent Hawley submitted a written report on the DPW. Activities included but were not limited to cold patched st., repaired STOP sign, cleaned parks, cleaned shop, application for street lights, fixed light in park, picked up voting stuff, cleaned up shop yard, trimmed up broken tree in Liberty Park, setup for voting, worked on Shethar Street project, picked up trees and branches, pulled and cleaned sander, put away plows, cleaned up bad blacktop, ran sweeper, and mulched parks. WATER-

Water Plant: Supervisor McConnell did not submit a written report on the Water Plant activities. Activities included but were not limited to pump house, turbidity, residuals, samples, UFPOS, water withdrawal report, worked on billing, changed filter, cleaned filter, took apart body feeder, put on new body feeders, leak locating with Cindy, cleaned pumphouse, meter re-reads, cleaned yard at pump house, worked with bridge project, repaired curb stop, located curb stops for bridge project, monthly report. Trustee Pulver stated, Liberty Street Park looks good. Mayor Jensen asked any questions. Trustee Green asked about pick up of yard work, Ray said, 2x per month starting in May. Mayor Jensen, need another newsletter? Chris said it was in newsletter. Trustee Pulver asked what are UFPOS? Chris said, mark underground utilities, body feeders replaced, don't think we had a leak, think it was billing issues, any questions? Mayor Jensen, anything else?

Trustee Pulver asked on an update on Street lights. Ray said, 6-12 months out. Trustee Butler asked when you cleaned up Grape Street? Ray said, 2x per year. Chris said, last week. Trustee Butler said there was garbage and dog poop.

Finance: Village Clerk did not submit a written report of the Clerk's Office activities.

Parks: No report, Trustee Butler said, parks are good.

KWIC: Trustee Green reported KWIC is \$5200.00 and KLOC is \$600.00. WE pay for it. Based lakeshore footage. Meeting every 2 months, next meeting will be 5/24 in Milo.

Zoning and Building: Code Enforcement Officer Kevin Gargan did not submit a written report. Kevin discussed the Marina-Keuka Shores. Think that the village board is making a decision on next step. Kevin explained new zone changes. Urbana Code Enforcement Officer-not providing all information. Sent an email to him and stated he was here in 2020. He was supposed to turn over everything. Sue or what to do? When Tammie was here , I was supposed to get a laptop and business cards. Can get cards and submit bill. Will ask Anthony-SCT about laptop. Mayor Jensen suggested uniform business card. Trustee Green-all village employees have new emails? Update contact list and hand out, suggested Jean create her own email. All Trustees can create their own email for village information.

Watershed Inspector: Had 4 inspection since 2nd pay period and 1st pay period for April. Trustee-print report from KWIC

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

Beautification Committee: No report.

OLD BUSINESS:

Comprehensive Plan: Mayor Jensen to talk to Matt on Thursday. Trustee Green-need hard copy.

Wastewater Treatment Project: Mayor Jensen-scheduled a planning meeting with project team, mayor, clerk included. Trustee Green asked if there has been a meeting with the properties affected. Mayor Jensen-no. Need to complete everything before talking to people. Mike-can we show up for that? Mayor Jensen-not at this meeting.

Policy Review:

Cell Phone Policy updated. Jason and Kevin has a work phone. Ray, Chris and Mike have their personal phone. Trustee Green-prior Mayor have one? Tina-handed it in. Trustee Green-update policy, no on new mayor. Mayor Jensen-should we update this every time this changes? Chris-no, it states differently in the policy and differentiates it. Mayor Jensen asked for motion.

On motion of Trustee Green, seconded by Trustee Butler and carried all voting Aye to accept the changes to the cell phone policy.

Computer/Internet Policy updated. Mayor Jensen-list for passwords to computer @ clerk's office. Trustee Green-any feedback from village employers. Mayor Jensen-change wording. Mayor Jensen asked for motion.

On motion of Trustee Pulver, seconded by Trustee Hoch and carried all voting Aye to accept the changes to the computer/internet policy.

OK to let Tavern use the sidewalk.

NEW BUSINESS:

Application 2021-016: Zoning Application for review and opinion submitted Keuka Shores Land Company, LLC of 35 W. Lake Road, Hammondsport. Trustee Green-are they asking for rezoning? Trustee Hoch-what does it accomplish? Kevin-high density residential, add a provision. Trustee Hoch-why this change, what will it do for them? Kevin-then they can put docks in. Trustee Hoch-need the missing information before we make a decision. Kevin-need application for project, overheard Urbana say annex the piece of property. Trustee Green-need site plan. Trustee Hoch-if they would put it down as a project then may move forward. Chris-need mooring then will supply plan. Mayor Jensen-will need a public hearing if go forward with change. Trustee Green-have a public hearing and then vote to see if code can be amended. Mayor Jensen-public hearing by zoom? Kevin-notify all around the marina. Trustee Green-notify adjacent property. Mayor Jensen-add marinas to high density residential. All-looking at map at high density residential. Mayor Jensen-proposes a public hearing. Trustee Green-a procedure. Chris-notify by letter. Mayor Jensen-find procedure for public hearing. Trustee Hoch-will need in June. Mayor Jensen/Chris/Trustee Green-need to wait. Mayor Jensen-May public meeting. Trustee Green-ask the library for May 4th at 6pm. Tina to call. Kevin-need a SEQR. Trustee Hoch-need more time for all information. Mayor Jensen/Trustee Butler need to amend section 122-11(A)(3).

Approval of NYCOM training attendance for Jean and Tina
On motion of Trustee Pulver, seconded by Trustee Butler and carried all voting Aye to accept the attendance to NYCOM training for Jean and Tina.

Reviewed/Approved Park Use applications for the following:

"Music In The Park"

"Palettes of Keuka"

"H'ports 40th Festival of Crafts"

"Bushels & Barrels on the Square"

"Christmas In The Park"

"60th Anniversary Party-Curtiss Museum"

On motion of Trustee Pulver, seconded by Trustee Hoch and carried all voting Aye to approve the Park Use applications.

CORRESPONDENCE:

Letter from Mr. Brian Durnin, Park Inn, Crooked Lake Ice Cream Co. was received and entered in. Tina to reply by letter. May 26th, setup of tents and May 28th, to start serving. DPW needs time to repair road.

Minority Supplier Program Letter, Trustee Green deemed to be solicitation. Trustee Hoch says to ignore.

PUBLIC COMMENT: Read all chats, Alan Carpenter commented.

EXECUTIVE SESSION:

On motion of Trustee Green, seconded by Trustee Pulver and carried all voting Aye to enter into Executive Session at 7:50 pm to discuss the approval/appointment of Police Officer.

On motion of Trustee Hoch, seconded by Trustee Butler and carried all voting Aye to close the Executive Session at 8:00 pm.

On motion of Trustee Butler, seconded by Trustee Hoch and carried all voting Aye to approve of Chad Mullen as a part-time police officer for the Village of Hammondsport. On motion of Trustee Pulver, seconded by Trustee Green and carried all voting Aye to the appointment of Chad Mullen as a part-time police officer for the Village of Hammondsport.

On motion of Trustee Green, seconded by Trustee Pulver, and carried, all voting Aye to adjourn the meeting at 8:01 p.m.

Respectfully Submitted,

Christina Watson,
Village of Hammondsport Clerk-Treasurer