

**Village of Hammondsport**  
**August 9, 2022**  
**Regular Board Meeting Minutes**

The Village of Hammondsport Board of Trustees held its regular monthly board meeting at 6:00pm on Tuesday, August 9, 2022 at the Village Office, 18 Water Street, Hammondsport, NY and via ZOOM teleconference.

**PRESENT:** Mayor Jean Jensen  
Trustee Stella Pulver  
Trustee John Hoch  
Trustee Bob Kleckner  
Trustee Leah Butler  
Clerk-Treasurer Christina Watson  
DPW Supervisor Christopher McConnell  
Police Chief Jason Dininny  
Code Officer Chuck Cagle via zoom

**ABSENT:** None

**OTHERS PRESENT:** RLeonard, ACarpenter, DLynch, DDurepo, MConnor, CKleckner, DOLiver, MJBray, Bray and GGrimsmen via zoom

Mayor Jensen opened the Regular Village Board Meeting at 6:03pm with the pledge to the flag and reiterated the guidelines. Mayor Jensen changed the agenda to reflect the following:  
Code Enforcement department report will be first report reviewed, add 2 banners applications under New Business and add office move update under Old Business.

**PRESENTATION:** None

**BUSINESS MEETING:**

On motion of Trustee Pulver, seconded by Trustee Butler, and carried, all voting Aye to approve the Regular Meeting minutes of July 12, 2022.

On motion of Trustee Hoch, seconded by Trustee Kleckner and carried, all voting Aye, that the Clerk-Treasurer is hereby authorized to pay General Fund Abstract #6, totaling \$15,751.02 claims #179-213. On motion of Trustee Kleckner, seconded by Trustee Hoch and carried, all voting Aye, that the Clerk-Treasurer is hereby authorized to pay the Water Fund Abstract #6, totaling \$23,327.55 claims #48-58. Mayor Jensen would like Clerk Watson to contact NYSEG on bills and their locations.

**DEPARTMENT REPORTS: SEE ATTACHMENTS**

**Code Enforcement**-5 Thorpe-stairs, asked by SPulver, great to see property maintenance watched, stated by JHoch.

**Police**-Mayor Jensen asked about shifts.

**DPW**-SPulver asked about curb stops, Mayor Jensen would like DPW Supervisor to add supervising duties to monthly report. CMcConnell discussed engineering plan and money (water main project), updates on duties would be good-RKleckner. CMcConnell asked for approval on \$63,000.00 vs. \$25,000.00 original amount. Explained other money is in the budget. JHoch/RKleckner asked about money and are good to go. On motion of Trustee Hoch, seconded by Trustee Butler and carried, all voting Aye, that DPW Supervisor CMcConnell should go ahead with the water main project and approve the change in engineering costs.

**Clerk**-All good. SPulver asked about new cleaner

**Parks**-All good, ice rink, Mayor Jensen asked KBower, LButler will contact him.

## **COMMITTEE REPORTS:**

**Beautification Committee:** Steve Buck does a good job on the Village Square land-SPulver. Mayor Jensen said hasn't talked to Nancy Clark, Nancy will call Mayor Jensen. DOliver need to use state rate, even if 501c3 to pay contractor.

**Town of Urbana:** JHoch has not made the last meeting. Bridge is at same place as last month. Waiting on railings, mis-measured and now concrete is in low supply-RLeonard and ACarpenter

**KWIC/KLOC:** JHoch did make last meetings. Discussed KWIC letters and should add code officer. Hand deliver letters or certified mail. Wants to send out letters more frequently. Schedule a meeting with MHicks, CCagle, JHoch & JJensen.

## **OLD BUSINESS:**

### **Land Use Moratoria**

Mayor Jensen read info. about this and the process. Opened a discussion amongst the Trustees.

Mayor Jensen talked about \$, accuracy and challenges, talked about draft and the str committee. Would we want to wait until the committee has completed their task? I don't think a moratorium is needed at this time.

JHoch commented on a few moths ago and what had been discussed. It would stop what is happening and help the businesses of other lodging. Makes sense to have all this time.

SPulver asked how long will it take to complete, expiration, how many people will be able to keep going that are already in the pipeline? Talked about the census and schools and churches and decrease in numbers, as I talk to community members. How long will the str committee take? When the committee is done then we have the codes to look at.

JHoch/RKleckner-discussed the law vs. the moratorium.

RKleckner gave some facts on % of the str and discussed opinions-wants to make a decision ands wants to see if others believe that we need to make a decision now. This is a reason he ran and people elected him to see this happen.

LButler-I was born and raised here, # of children in school may not necessarily be because of no families and believe others may not be having as many kids now. I know lots of people want their kids to come to our district for school, low crime, thriving businesses, houses selling, things are working, safe area. Thinking this as whole, it is working. I agree with Mayor Jensen that the cost of doing the moratorium could hurt us. Pause, to put codes and regulations in place.

Mayor Jensen asked if anyone wants to make a motion to move towards a moratorium or wait until the str committee is finished. RKleckner read a statement, I think we need a cap on the # of str/limiting special use permits. Mayor Jensen, I also feel we need a limit but wants to wait for the str committee to complete their task. JHoch said the longer we wait, the next group will be at the same position in the future. LButler-not sure we want to make a decision tonight. Mayor Jensen talked about what happened in 2019, no moratorium, just came up with a definition of B&B and boardinghouse. RKleckner discussed that the attorney's job is to write a law appropriately. Looked at number on comprehensive plan. 5 action items that we are not following. LButler asked what has happened in the last months. RKleckner-takes longer to see the effects. Mayor Jensen-let us discuss the comprehensive plan another time. JHoch-let us move on, there is no decision.

### **Office Rental**

Mayor Jensen asked if we wanted to rent, what we want in the building, lease? Modifications? SPulver asked about \$ amount. Mayor Jensen-no. JHoch-made drawings and made a list of items to be done. 5-year lease and option to buy. RKleckner-why there and not here? Mayor Jensen said, Urbana wants us out, need more space. RKleckner asked about ambulance building. SPulver gave explanation of where that process is. Mayor Jensen asked the Trustees to send her all pertinent information, options and wants.

**PUBLIC COMMENTS:** Mr. Bray-can we give bikes to charity?

**NEW BUSINESS:**

**Fair Housing Plan and Fair Housing Officer**

Mayor Jensen was confused and asked Steuben Planning, discussed what was said to her. On motion of Mayor Jensen, seconded by Trustee Butler and carried all voting Aye to adopt the resolution of the Fair Housing Plan. On motion of Trustee Pulver, seconded by Trustee Hoch and carried all voting Aye to appoint the Fair Housing Officer as Kent Dave Durepo.

**Procurement Policy**

On motion of Trustee Hoch, seconded by Trustee Pulver and carried all voting Aye to adopt the resolution of the amendments to the Procurement Policy to include "affirmative MWBE/Section 3 language".

**Section 504**

On motion of Trustee Hoch, seconded by Trustee Pulver and carried all voting Aye to adopt the resolution of the Section 504 Accessibility and Grievance Procedure for ADA related complaints.

**September Board Meeting**

The September Village Board meeting will be changed to September 6, 2022 at 6:00pm, suggested by JHoch. Publicize.

**PD and Bikes**

Donation of bikes, they are seized property. Tabled until September meeting.

**Hanging Banner**

On motion of Trustee Pulver, seconded by Trustee Butler and carried all voting Aye to approve the Hanging Banner Application for "Smoke on The Water BBQ".

**Hanging Banner**

On motion of Trustee Hoch, seconded by Trustee Kleckner and carried all voting Aye to approve the Hanging Banner Application for "Hammondsport Festival of Crafts".

**CORRESPONDENCE:** None

**PUBLIC COMMENTS AND QUESTIONS:** GGrimsman asked about str's (questioning the legality of it), asked state mandate and review. Mayor Jensen will need to go back to the str committee.

**EXECUTIVE SESSION:** None

On motion of Trustee Hoch, seconded by Trustee Kleckner, and carried, all voting Aye to adjourn the village board meeting at 8:10 p.m.

Respectfully Submitted,

Christina Watson  
Village of Hammondsport Clerk-Treasurer

### Consultations Held

I am continuing my required training via webinar, I take one class a month usually Friday all day, I will be taking this class until July.

I am inspecting the foundation at 74 Lake St. for the new house.

1 Mechanic St. has removed the access of boats, and knows he has to comply with the rental regulations for the Village, he seems to be dragging his feet so I will address him again in written form as a violation.

6 Grape St. all inspections are in place at this time, the contractor reaches out to me when he is ready for me to inspect.

There is a violation at 21 Main St. in regard to the bushes/hedge on the corner of the sidewalk, I am sending notice to have them properly trimmed or removed.

77 Shethar St. has got the vehicle running that was blocking the sidewalk, I am in hopes that he doesn't regularly park it on the sidewalk, I will monitor and keep the Board informed.

I did issue another C of O for the Condo's, there are not that many units left to complete, I am still having issues with one of the buyers and issues he has found in his unit, I again will keep the Board informed.

This office has received 51 applications thus far this year.

33 Davis Ave. is waiting for the final inspection for the electric, at that point this office can secure the C of O for the new garage.

The property at 4 Wheeler Ave. continues the renovation of the house, all inspections are secured at this time.

This office did receive complaint about property at 3 Wheeler Ave., upon inspection, the property is running a business out of the home, the owner rents campers and sets them up for their client in numerous location but NOT within the Village, I did speak with the owner and suggested he run the business out of his business office rather than his private home.

I am conducting the Fire and Safety Inspections for all businesses; I should have them all completed by the end of August. Fees will be attached to these inspections.

Fire and safety inspections are coming through this office for short-term, boarding house and long-term rentals, fees will be attached to these inspections.

This office did receive a complaint for the conditions of the house on Thorpe Ave. Ext. owner has submitted application to have the house taken down, and he will continue his storage in the Manufactured homes.

I inspected 90 Lake St. for the final inspection, so that the owners can secure the C of O that was never issued by the previous Code Officer. Owner would be Mr. Hosier.

73 Lake St application has been approved by the ZBA for the variance of property setbacks.

Catholic Charities will be occupying 48 Main St. to assist children with home work after school, the building has been idled for quite a long time, all inspections are in place, and they are making proper changes to accommodate younger people with academic issues.

8 Mechanic St. is rebuilding the existing steps, I am waiting for framing inspection.

Thank you,  
Charles A. Cagle, CEO Village of Hammondsport

A handwritten signature in black ink, appearing to read 'C. Cagle', written in a cursive style.

**Village of Hammondsport Police Department**  
**Monthly Report**  
**July 2022**

The following is a summary of activity by members of the Village of Hammondsport Police Department, for the month of July 2022.

|  |     |
|--|-----|
| Calls for service:                                 | 351 |
| Arrest This Month Village                          | 0   |
| Arrest This Month Town                             | 0   |
| Total Arrests for 2022                             | 1   |
| Penal Law Investigations:                          | 3   |
| - Disorderly Conduct                               | 1   |
| - Trespass   | 2   |
| Navigation Law Investigation                       | 1   |
| Alarm  | 1   |
| Animal Complaints                                  | 2   |
| Assist other Agency (Police, Fire, Ambulance, DPW) | 10  |
| Bike Patrols                                       | 4   |
| Citizen Service                                    | 5   |
| Community Events                                   | 4   |
| Follow-up Investigations:                          | 40  |
| Foot Patrol:                                       | 58  |
| Found/Lost Property                                | 1   |
| Hazardous Condition                                | 1   |
| Meetings   | 16  |
| Mental Health Complaint                            | 6   |
| Motor Vehicle Accident Investigation               | 3   |
| Parking Enforcement Details                        | 12  |

|  |       |
|--|-------|
| Parking Tickets Issued                       | 21    |
| Property Checks:                             | 32    |
| School Zone Patrols:                         | 8     |
| Suspicious Condition                         | 5     |
| Traffic Complaint                            | 2     |
| Traffic Detail                               | 28    |
| Traffic Stops                                | 8     |
| Traffic Tickets Issued                       | 1     |
| Training                                     | 3     |
| Total Police Shift Coverage                  | 48    |
| Total Police Officer Hours Worked (7/4-7/31) | 353   |
| Use of Force Incidents                       | 0     |
| Personnel Complaints                         | 0     |
| Fuel gallons dispensed:                      | 163.4 |
| Miles traveled Dodge Ram                     | 1060  |

# Village of Hammondsport Police Department

## Town of Urbana

### Monthly Report

July 2022

The following is a summary of activity by members of the Village of Hammondsport Police Department, for the month of July 2022 in the Town of Urbana.

|  |     |
|--|-----|
| Calls for service:                                 | 119 |
| Arrest This Month                                  | 0   |
| Total Arrests for 2022                             | 1   |
| Penal Law Investigations:                          | 9   |
| - Assault  | 2   |
| - Criminal Mischief                                | 2   |
| - Disorderly Conduct                               | 1   |
| - Trespass   | 4   |
| Alarms (Residential / Commercial)                  | 2   |
| Animal Complaint                                   | 1   |
| Assist other Agency (Police, Fire, Ambulance, DPW) | 6   |
| Bike Patrol  | 2   |
| Check the Welfare                                  | 2   |
| Citizen Service                                    | 1   |
| Court Appearances                                  | 2   |
| Fire Investigation                                 | 1   |
| Follow-ups / Investigations:                       | 9   |
| Foot Patrol:                                       | 23  |
| Meetings   | 2   |
| Motor Vehicle Accident Investigation               | 1   |
| Property Checks:                                   | 31  |
| Property (Lost and Found) Investigation            | 3   |



|                                    |    |
|------------------------------------|----|
| Parking Enforcement                | 1  |
| Traffic Stop                       | 1  |
| Suspicious Condition Investigation | 1  |
| Urbana Area Patrols                | 13 |
| Use of Force Incidents             | 0  |
| Personnel Complaints               | 0  |

D.P.W. report for July 2022

Street

Mowed

Brush pick up

Repaired fence In Grape St park

Hung banners

Moved barricades for events

Sign repair on davis

Leveled walks

Backhoe repair

Toilet repair at beach

Storm clean up

Cleaned off D.I.'s

Shop work

Tree removal

Swept streets

Ordered ne street signs

Serviced pick up

Water

Pumphouse

Samples

Residuals

Turbidity

UFPO's

Leak detection

Moved DE

Water shut off and on

Curb stop location

parts from Avoca

August 9<sup>th</sup>, 2022  
July Monthly Report  
TO: Village Board  
FROM: Christina Watson

1. Mailed NYS Dept. of Health Report
2. Preparation and Village Board Meeting
3. March Village meeting and minutes
4. Preparation for Zoning Board Meeting
5. March Zoning meeting and minutes
6. Preparation for Planning Board Meeting
7. March Planning meeting and minutes
8. Abstract #6
9. Payroll and paid board members
10. Emails/requests
11. Prepaid bills
12. Retirement monthly report-NYSLRS
13. Clerk's monthly report
14. Department of Labor monthly report-BLS
15. Helped Police Department
16. In contact with Williamson Law-previous years budgets
17. In contact with Complete Payroll
18. Banking
19. Discussed information with DPW
20. Zoom meetings
21. Update website
22. Tax Searches
23. Bulletin boards postings
24. Accepted Taxes
25. Worked with Code Officer
26. Processed applications and permits
27. KWIC reports
28. Worked on capital planning
29. Capital Planning meeting
30. Edited codes
31. Code Change Meeting
32. NYSLRS Enhanced Reporting Webinar
33. CDBG Water Grant Public Hearing
34. Retrieved Oath Book signatures
35. New employee insurance
36. STR planning
37. Worked on CDBG Water Grant
38. Supplies for Champlin
39. Hired new cleaner for Champlin
40. PERMA report
41. Xerox machine serviced