

Village of Hammondsport
December 13, 2022
Regular Board Meeting & Public Hearing Minutes

The Village of Hammondsport Board of Trustees held its regular monthly board meeting and public hearing at 6:00pm on Tuesday, December 13, 2022 at the Village Office, 18 Water Street, Hammondsport, NY and via ZOOM teleconference.

PRESENT: Mayor Jean Jensen
Trustee John Hoch
Trustee Bob Kleckner
Trustee Leah Butler
Trustee Stella Pulver
Clerk-Treasurer Christina Watson
DPW Supervisor Christopher McConnell

ABSENT: Police Chief Jason Dininny
Code Officer Chuck Cagle

OTHERS PRESENT: ACarpenter, BKeck(z) and DDurepo(z)

Mayor Jensen opened the Regular Village Board Meeting and Public Hearing at 6:01pm with the pledge to the flag. Mayor Jensen changed the agenda to reflect the following:

- Add budget transfer approval under New Business
- Add letter under Correspondence

On motion of Trustee Pulver, seconded by Trustee Kleckner, and carried, all voting Aye to accept the changes to the agenda.

PRESENTATION: None

BUSINESS MEETING:

CMcConnell discussed the Watermain Project & SEQR that State filled out. On motion of Trustee Hoch, seconded by Trustee Butler and carried, all voting Aye, to adopt the SEQR for the NY State Route 54A Watermain Project.

PUBLIC HEARING:

CMcConnell gave a brief description on the Watermain project, doesn't use taxes and there were no comments. On motion of Trustee Kleckner, seconded by Trustee Pulver and carried, all voting Aye, to close the public hearing at 6:06pm.

BUSINESS MEETING:

On motion of Mayor Jensen, seconded by Trustee Pulver and carried, all voting Aye, to accept the November 8, 2022 minutes. Trustee Pulver asked what Tolls By Mail were, TW-EZ Pass. 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 #10, totaling \$41,034.68 claims #349-396 and is hereby authorized to pay the Water Fund Abstract #10, totaling \$13,476.77 claims #107-121.

On motion of Trustee Hoch, seconded by Trustee Butler and carried, all voting Aye, to adopt the Bond resolution to finance the water system capital improvements for the NY State Route 54A Water main Project.

On motion of Trustee Hoch, seconded by Trustee Butler and carried, all voting Aye, to adopt the Resolution authorizing payment to the State for Requested Work.

On motion of Trustee Pulver, seconded by Trustee Kleckner and carried, all voting Aye, to adopt the Resolution authorizing NYS for Incorporating Municipal Work

On motion of Mayor Jensen, seconded by Trustee Pulver and carried, all voting Aye, to adopt the Resolution authorizing the Municipal Official to enter into agreement with the NYS Department of Transportation

On motion of Mayor Jensen, seconded by Trustee Kleckner and carried, all voting Aye, to adopt the Resolution authorizing the Municipal Official as Christopher McConnell, DPW Supervisor.

DEPARTMENT REPORTS: SEE ATTACHMENTS

Police-No questions.

DPW-No leaf pickup now.

Parks-LB asked about ice rink, Mayor Jensen explained what we did, Keuka Insurance sent information. CM is storing ice rink at bus garage, discussed ice rink and liability.

Code Enforcement-All good.

Clerk-All good.

Finance-All good.

COMMITTEE REPORTS:

Beautification Committee- SP-All good.

Town of Urbana-JH-Champlin Beach, bridge

KWIC/KLOC- TW-gave information and explained what was said, Village will host meeting in March.

OLD BUSINESS:

Cyber Security-Mayor Jensen discussed. RK-what is really being secured? CM-mentioned water. Look at this in January. Mayor Jensen to look and send webinar dates, TW-powerpoint and get example policy. Comprehensive Plan updates-Mayor Jensen to send me the new worksheet, LB-to send me update for 06/14/22, no update now. Final report for website from Mayor Jensen. Mayor Jensen discussed worksheet. BK-no update now, discussed marketing firm in Rochester. LB-talked about houses that just sold and they were not str's. Mayor Jensen-need law and #6 PR campaign. Capital Planning will be ready in January. Cm-need to look for money/bond for Shethar street reconstruction. JH-business district to be designated as Historic maybe to receive funds? RK-needs codes on what the business district needs to stay looking like. Send Comprehensive Plan updates to Village List and on website. JH-suggestion-preliminary design with costs, buy Town property for Village office.

PUBLIC COMMENTS: None

NEW BUSINESS:

Police Policy Review-Mayor Jensen explained these were not the ones and explained to Chief Dininny the correct policies. On motion of Trustee Hoch, seconded by Trustee Kleckner, and carried, all voting Aye to accept the Refuse and Recycle Collection Services bid of \$215,964.00 for a 3-year contract with J.E. Gibson Inc. DBA Cardinal Disposal. 2023/2024 Salary increases, JH-discussed inflation and increase in job responsibilities. % on economy and \$ amount on responsibilities. CM-explained past amounts. Mayor Jensen says think about this for next budget meeting. On motion of Trustee Hoch, seconded by Trustee Butler, and carried, all voting Aye to accept the Wastewater Project bid of \$1,758,793.00 from Fineline Pipeline, conditionally upon receiving approval from the USDA RD in finalizing the contract.

On motion of Trustee Pulver, seconded by Trustee Kleckner, and carried, all voting Aye to approve budget transfer from A9950.43 to A7110.21 for \$17,176.00 for Bandstand materials.

CORRESPONDENCE: No on Steuben County-Department of Social Services request. Ed Stull, Town of Urbana to nominate Emery Cummings for Fire Commissioner. Any objections-none.

PUBLIC COMMENTS AND QUESTIONS: DDurepo asked about ice rink at Grape Street Park. Discussed why not at this time. AC-compensation, could give lump sum, ice rink-who takes care of and bench and fix? LB/Mayor Jensen-school would have maintained it. Mayor Jensen-Bower has not said, "No" yet. AC-bridge at Curtiss Park. JH-nothing in minutes. CM-only need railings to open. SP-grant? JH-tied to wetlands.

EXECUTIVE SESSION: None

On motion of Trustee Pulver, seconded by Trustee Kleckner, and carried, all voting Aye to adjourn the village board meeting at 7:39 p.m.

Respectfully Submitted,

Christina Watson

Village of Hammondsport Clerk-Treasurer

Village of Hammondsport Police Department

Monthly Report

November 2022

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

Calls for service:	327
Arrest This Month Village	0
Arrest This Month Town	0
Total Arrests for 2022	7
Penal Law Investigations:	1
- Trespass	1
Assist other Agency (Police, Fire, Ambulance, DPW)	1
Check the Welfare	1
Citizen Service	4
Follow-up Investigations:	27
Foot Patrol:	32
Found/Lost Property	2
Meetings	12
Motor Vehicle Accident Investigation	1
Open Door/Window	2
Parking Enforcement Details	3
Parking Tickets Issued	3
Property Checks:	54
Records Check	5
School Area Patrols:	23
Traffic Complaint	1
Traffic Detail	47

Traffic Detail DWI / DWAI Drug	6
Traffic Stops	22
Traffic Tickets Issued	8
Training	7
Town of Urbana Court Security	3
Total Police Shift Coverage	32
Total Police Officer Hours Worked	258
Use of Force Incidents	0
Personnel Complaints	0
Fuel gallons dispensed:	95.6
Miles traveled Dodge Ram	676

D.P.W. report for November 2022

Street

Leaf pick up

Repaired around sidewalk

Budget meeting

Board meeting

Cleaned out parks and cemetery

Put sander on truck

Cut broken branch on Lake St

Bid opening for Garbage

Fuel tank inspections

Repaired receptacles in park

Pulled down broken branches

Worked on budget

Capital planning

Water

Pumphouse

Samples

Turbidity

Residuals

UFPO's

Monthly report

Budget

Lab class

Pumped pit

Cleaned filter

Water project on 54A

Capital planning

Water meeting

Repaired leak at pumphouse

Water shut off

Read meters

Worked on billing

Sewer meeting

Consultations Held

I secured my in-service training for Code on 11/9/22 in Salamanca. The State has my hours messed up for required training, I am continuing my in-service training by taking as many webinars as I can, I also will be securing the training in March of 2023.

This office has received 69 Applications thus far this year.

All inspections are secured for 74 Lake St. and the new house. House has been set.

The bushes have been cut down to 2' for the intersection at 21 Main St. I appreciate their cooperation.

I did receive the documents required by NYS DEC for Floodplain Development Application for the Condo's, I am only waiting for NYSEG to send me the same application for Floodplain Development.

40 Lake St. continues the renovation work and inspections are in place for opening in Spring.

I am still waiting final inspection for 6 Thorpe St.

This office did issue a temporary Certificate of Occupancy for 48 Main St., they were asked to come back to the Planning board with more information.

The Hammondsport School wants to remove the split rail fence on Main St. and install a chain link fence in its place, come to find out they want to install a six-foot-high chain link fence in place of the rotted split rail fence.

6 Grape St. is almost completed the renovation work, I am waiting the final inspection.

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



December 13th, 2022
November Monthly Report
TO: Village Board
FROM: Christina Watson

1. Mailed NYS Dept. of Health Report
2. Preparation and Village Board Meeting
3. Village meeting and minutes
4. Preparation for Zoning Board Meeting
5. Zoning meeting and minutes
6. Preparation for Planning Board Meeting
7. Submitted SEQR's and public hearings
8. Planning meeting and minutes
9. Abstract #10
10. Payroll and paid board members-planning and zoning
11. Emails/requests
12. Prepaid bills
13. Retirement monthly report-NYSLRS
14. Clerk's monthly report
15. Department of Labor monthly report-BLS
16. Assisted Police Department
17. In contact with Complete Payroll
18. Banking
19. Discussed information with DPW
20. Zoom meetings
21. Update website
22. Tax Searches
23. Bulletin board postings
24. Accepted Taxes
25. Prepared tax relievis and presented to board
26. Submitted tax relievis to Steuben County for Town & County taxes
27. Worked with Code Officer
28. Processed applications and permits
29. KWIC reports
30. Code Review Workshop
31. Edited codes
32. Researched reserves
33. Meeting with NYS Comptrollers at office
34. Pickup new Zoning map
35. Met with SCT for computer updates
36. Sent emails to Village List
37. Capital Planning Meeting
38. Worked on capital planning
39. Started Tax Cap and Tax Limit
40. Prepared for Code Review
41. Wastewater Project zoom meetings
42. Met with JC Smith-WW Project
43. Worked on AUD
44. Completed 4th quarter newsletter
45. Paid NYSLRS Retirement invoices
46. Budget reviews
47. Resubmitted for an entity number thru sam.gov
48. Opened bids for refuse & recycle
49. Requested Certificate of Good Standing from NYS

50. Closed October
51. Ran budget reports
52. Worked on election-ran ad, prepared absentee ballot applications
53. Started using FastPay for NYS Deferred Comp. Plan payments online
54. Mailed STR letters from Mayor
55. Worked on insurance options with Chris
56. Attended KWIC/KLOC meeting in Wayne
57. Compiled and mailed Village water relevies to Steuben County for Town & County taxes
58. Prepared for 54A Public Hearing for \$ and Resolutions prior to budget meeting

VILLAGE OF HAMMONDSPORT - GENERAL FUND

BALANCE SHEET

November 2022

ASSETS

A200	CASH - CHECKING	931,402.47
A201	CASH - MBIA - CLASS	-0.69
A201MM	CASH - MONEY MARKET	0.00
A202	CASH - CD'S	0.00
A210	PETTY CASH	50.00
A231E	SPECIAL RESERVE - MM - HIGHWAY EQUIPMENT	79,877.10
A231I	SPECIAL RESERVE - MM - INDUSTRIAL ACCESS	-3.71
A231P	SPECIAL RESERVE - MM - POLICE	70.26
A231R	INTEREST & EARNINGS-RESERVE	59.10
A231S	SPECIAL RESERVE - MM - ST RECONSTRUC	329,277.32
A232	SPECIAL RESERVE - Employee Liability	4,655.58
A250	TAXES RECEIVABLE - CURRENT	34,274.29
A260	TAXES RECEIVABLE - OVERDUE	0.00
A342	UNRECEIVABLE TAXES	0.00
A380	ACCOUNTS RECEIVABLE	0.00
A391	DUE FROM OTHER FUNDS	43,487.38
A480	Prepaid Expense	0.00
	TOTAL	1,423,149.10

LIABILITIES AND FUND BALANCE

A600	ACCOUNTS PAYABLE	4,628.99
A601	ACCRUED LIABILITIES	0.00
A630	DUE TO OTHER FUNDS	1,676.64
A690	OVERPAYMENTS AND CLEARING ACCOUNT	1,000.00
A694	DEFERRED TAX REVENUE	0.00
	TOTAL	7,305.63
	UNEXPENDED FUND BALANCE	1,415,843.47
	TOTAL LIABILITIES & FUND BALANCE	1,423,149.10

VILLAGE OF HAMMONDSPORT - WATER FUND

BALANCE SHEET

November 2022

ASSETS

F200	CASH - CHECKING	310,432.21
F201	CASH - MBIA - CLASS	0.04
F201MM	CASH - MONEY MARKET	0.00
F202	CASH CD	0.00
F231	SPECIAL RESERVES - SAVINGS (WATER IMP)	91,159.40
F350	WATER RENTS RECEIVABLE	33,484.55
F380	ACCOUNTS RECEIVABLE-SERVICE BILLS	0.03
F383	UNBILLED RECEIVABLES	2,213.96
F391	DUE FROM OTHER FUNDS	10.50
F480	Prepaid Expense	0.00
	TOTAL	437,300.69

LIABILITIES AND FUND BALANCE

F600	ACCOUNTS PAYABLE	18.26
F601	ACCRUED LIABILITIES	0.13
F630	DUE TO OTHER FUNDS	0.00
	TOTAL	18.39
	UNEXPENDED FUND BALANCE	437,282.30
	TOTAL LIABILITIES & FUND BALANCE	437,300.69