

Village of Hammondsport
February 14, 2023
Regular Board Meeting Minutes

The Village of Hammondsport Board of Trustees held its regular monthly board meeting at 6:00pm on Tuesday, February 14, 2023 at the Village Office, 18 Water Street, Hammondsport, NY and via ZOOM teleconference.

PRESENT: Mayor Jean Jensen
Trustee John Hoch
Trustee Stella Pulver
Clerk-Treasurer Christina Watson
Police Chief Jason Dininny

ABSENT: Trustee Bob Kleckner, Trustee Leah Butler, DPW Supervisor Christopher McConnell and Code Officer Chuck Cagle

OTHERS PRESENT: RLeonard, JRosenbloom, DLuppino and GGrimsman(z)

Mayor Jensen opened the Regular Village Board Meeting at 6:00pm with the pledge to the flag.

PUBLIC HEARING: None

PRESENTATION: None

BUSINESS MEETING:

On motion of Trustee Pulver, seconded by Trustee Hoch and carried, all voting Aye, to accept the January 10, 2023 minutes. On motion of Trustee Hoch, seconded by Trustee Pulver and carried, all voting Aye, that the Clerk-Treasurer is hereby authorized to pay General Fund Abstract #12, totaling \$23,068.97 claims #434-472 and is hereby authorized to pay the Water Fund Abstract #12, totaling \$5,711.64 claims #133-145.

DEPARTMENT REPORTS: SEE ATTACHMENTS

Police-All good.

DPW-All good.

Parks-None, Mayor signed ice rink contract and sent back to school.

Code Enforcement-Reviewed.

Clerk-JH asked about wastewater project.

Finance-Discussed, Interfund transfers? General expense.

COMMITTEE REPORTS:

Beautification Committee- None

Town of Urbana-JH-change in tax rate, DL-36% levy, JH-good writeup on website.

KWIC/KLOC- CM-discussed.

OLD BUSINESS:

Cyber Security-Check with Keuka Insurance on "Substitute Notice" wording. On motion of Trustee Hoch, seconded by Trustee Pulver and carried, all voting Aye, to adopt the Cyber Security Policy with clarification of the Substitute Notice wording. Discussed the Pulteney Street Traffic Research by CM and JD and reviewed their recommendations. JH liked CM's sign idea. Move forward with CM's suggestions, JD-in need of correct signs.

PUBLIC COMMENTS: GG-talked about speeding on Pulteney St., change area signs to village signs and speed limits. RL-talked about reserve money. Mayor Jensen/JD discussed stats on Pulteney Streeton middle road.

NEW BUSINESS:

Mayor Jensen and DL discussed Law on Volunteer Firefighters & Ambulance Worker Property Tax Exemption, Law 2022, CH670 §1. JH-have a sample of the law for next meeting on March 14, 2023.

CPA contract discussed. On motion of Mayor Jensen, seconded by Trustee Pulver, and carried, all voting Aye to approve the Engagement Letter for CPA services. Reviewed the General and Water Fund Budgets. On motion of Trustee Hoch, seconded by Trustee Pulver, and carried, all voting Aye to adopt the 2023/2024 General Fund and Water Fund Budgets. On motion of Trustee Pulver, seconded by Mayor Jensen, and carried, all voting Aye to approve the Application for Park Use, Bruce T. Holler Experience. On motion of Trustee Pulver, seconded by Mayor Jensen, and carried, all voting Aye to approve the Application for Use of Hanging Banner for Lakeropoly.

CORRESPONDENCE: Discussed Hammondsport United Methodist Church letter, address the issue in 2025, JH-capital plan, Mayor Jensen-ask CM about patching, copy of letter to CM. Reviewed Hammondsport Loaves and Fishes Food Pantry letter.

PUBLIC COMMENTS AND QUESTIONS: None

EXECUTIVE SESSION: None

On motion of Trustee Pulver, seconded by Trustee Hoch, and carried, all voting Aye to adjourn the village board meeting at 6:53 p.m.

Respectfully Submitted,

Christina Watson
Village of Hammondsport Clerk-Treasurer

Village of Hammondspport Police Department

Monthly Report

January 2023

The following is a summary of activity by members of the Village of Hammondspport Police Department, for the month of January 2023.

Calls for service:	323
Arrest This Month	0
Total Arrests for 2023	0
Penal Law Investigations:	3
- Criminal Contempt	2
- Warrant	1
Village Code Investigations	
Assist other Agency (Police, Fire, Ambulance, DPW)	3
Check the Welfare	1
Citizen Service	5
Follow-up Investigations:	40
Foot Patrol:	11
Meetings	22
Parking Enforcement Details	13
Parking Tickets Issued	7
Property Checks:	52
Record Checks	3
School Zone Patrols:	15
Suspicious Person	1
Traffic Detail	47
Traffic Stops	25
Traffic Tickets Issued	15

Trainings	4
Total Police Shift Coverage	31
Urbana Court Security	3
Use of Force Incidents	0
Personnel Complaints	0
Fuel gallons dispensed:	82.9
Miles traveled Dodge Ram	509

Hammondspport Police Personnel recently received training and or improving lesson plans:

- 1.) Use of Naloxone (Narcan)
- 2.) First Aid
- 3.) CPR
- 4.) AED
- 5.) Lesson Plans for ASP Baton
- 6.) Lesson Plan for Taser

Village D.P.W report for January 2023

Street

- Plowed and salted streets and walks
- Took down tree in park
- Cleaned up the big tree in park
- Picked up Christmas trees
- Picked up branches in the streets
- Worked on budget
- Budget meeting
- Cleaned off catch basins
- Serviced Large equipment
- Went to Elmira for parts
- Cleaned ditch on ct rt 76
- Sanded dump body and painted large dump
- Scraped up ice patch on 54A
- Repaired leaf vac
- Cold patched bad spots in roads
- Repaired door at Village office

Water

- Pumphouse
- Turbidity
- Residuals
- Samples
- UFPO's
- Worked on budget
- Budget workshop
- Annual Water Quality report
- Water Withdrawal report
- Changed filter
- Leak location
- Repaired breaker at pumphouse
- Checked meters in district 2
- Kwik and Kloc meeting
- Shut down leaking hydrant
- Picked up sample bottles

Code Enforcement Officer, Village of Hammondsport, NY Date: 02/14/2022
Monthly Report of Work performed January 2023

Consultations Held

I am scheduled for In-Service Training the week March 13th; I also will be taking a training class February 24th in Ithaca NY.

This office has received no complaints this far for 2023, I have been around the Village checking for issues, I am in hopes with good whether approaching people will take notice and clean up as needed.

All inspections are secured for 74 Lake St. and the new house. I am awaiting the final Inspection mid-March as the owner said.

I met the owner of 4 Myrtle in the Village for the approved new addition on the house, I will keep the Board informed on the progress.

I have been in contact with the owner and contractor for 40 Lake St; all inspections have been secured.

This office has yet to receive any information on the Final Inspection of 6 Thorpe St. and the renovation work of the house.

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 will be submitting application for the Planning Board for concept review for the new six (6) foot tall fence.

This office is also waiting for the Final inspection for 6 Grape St. is almost completed the renovation work, I am waiting the final inspection.

I did secure the inspection of 51 Lake St. for the short term rental, I feel parking will be an issue.

Catherine Powel did receive the Certificate of Compliance for the house, but no the Carriage House, it was never inspected during the original inspection of the house.

I am still receiving many calls for ABNB, STR and LTR, I refer people to complete the application a forward to the Village Clerks office.

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



February 14th, 2023

January Monthly Report

TO: Village Board

FROM: Christina Watson

1. Mailed NYS Dept. of Health Report
2. Preparation for Village Board Meeting
3. Village meeting and minutes
4. Preparation for Zoning Board Meeting
5. Preparation for Planning Board Meeting
6. Submitted SEQR's and public hearings
7. Planning meeting and minutes
8. Abstract #12
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. Assisted Police Department
16. In contact with Complete Payroll
17. Banking
18. Discussed information with DPW
19. Zoom meetings
20. Update website
21. Tax Searches
22. Bulletin board postings
23. Worked on Tax Cap & Tax Limit
24. Worked with Code Officer
25. Processed applications and permits
26. KWIC reports
27. Code Review Workshop
28. Edited codes
29. Worked on 2023 Election
30. Researched reserves
31. Sent emails to Village List
32. Budget Journal entries
33. Worked on Restore NY Curtiss School Grant
34. Completed Tax Cap
35. Worked on Tax Limit
36. Worked on Cyber Security Policy
37. Worked on Restore NY-completed application
38. Submitted PERMA information
39. Changed online payments for Deferred Comp.
40. Worked on Village Tax information for Steuben County-submitted
41. Been in contact with bpd Finance Office on projects
42. Submitted 3 codes and 3 laws for publication
43. Met with JC Smith-WW Project
44. Worked on AUD/completed
45. Budget reviews workshops
46. Completed 1099/1096 for taxes
47. Mailed W2's
48. Worked on sam.gov
49. Closed November Abstract
50. Legal Ads for 54A Watermain Project

VILLAGE OF HAMMONDSPORT - GENERAL FUND

BALANCE SHEET

December 2022

ASSETS

A200	CASH - CHECKING	855,085.76
A201	CASH - MBIA - CLASS	0.00
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 RECONSTRC	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	1,346,833.08

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	1,339,527.45
	TOTAL LIABILITIES & FUND BALANCE	1,346,833.08

VILLAGE OF HAMMONDSPORT - WATER FUND

BALANCE SHEET

December 2022

ASSETS

F200	CASH - CHECKING	301,588.25
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	428,456.73

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	428,438.34
	TOTAL LIABILITIES & FUND BALANCE	428,456.73