

**Village of Hammondsport**  
**March 14, 2023**  
**Regular Board Meeting Minutes**

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

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

**ABSENT:** Trustee John Hoch, Police Chief Jason Dininny and Code Officer Chuck Cagle

**OTHERS PRESENT:** RLeonard, JCSmith, RCHolmes, ACarpenter(z) and GGrimsmen(z)

Mayor Jensen opened the Regular Village Board Meeting at 6:01pm. Mayor Jensen added to the agenda to reflect the following:

- Wastewater Project Report under presentation.

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

**PUBLIC HEARING:** None

**PRESENTATION:** Wastewater Project, accept bid, sign notice to proceed, discussed contacts, discussed construction fact sheet, no list of providers for hookups is needed, guidelines needed, RC to help set this up and adopt sewer rate O&M budget later.

**BUSINESS MEETING:**

On motion of Trustee Kleckner, seconded by Trustee Pulver and carried, all voting Aye, to accept the February 14, 2023 minutes. On motion of Trustee Pulver, seconded by Trustee Kleckner and carried, all voting Aye, that the Clerk-Treasurer is hereby authorized to pay General Fund Abstract #13, totaling \$38,411.49 claims #473-503 and is hereby authorized to pay the Water Fund Abstract #13, totaling \$7,413.42 claims #146-158 as well as General Fund Abstract #01, totaling \$7,254.44 claims #504-111 and is hereby authorized to pay the Water Fund Abstract #01, totaling \$75.00 claims #159.

**DEPARTMENT REPORTS: SEE ATTACHMENTS**

**Police-**All good, Mayor Jensen talked about Town Contract

**DPW-**All good, CM-discussed 54A Project, talked about bond

**Parks-**LB was looking into splash pad for Grape Street Park-try to bring something for families

**Code Enforcement-**None

**Clerk-**All good, LB asked about election

**Finance-**All good, reviewed, don't need so much information

**COMMITTEE REPORTS:**

**Beautification Committee-**SP discussed flower baskets

**Town of Urbana-**None

**KWIC/KLOC-**None

**OLD BUSINESS:**

- Discussed Law on Volunteer Firefighters & Ambulance Worker Property Tax Exemption, Law 2022, CH670 §1, discussed with amendments, TW to make changes and send to Bill Reed, then public hearing.
- Discussed Restore NY and the denial.

**PUBLIC COMMENTS:** AC-thanks

**NEW BUSINESS:**

- Discussed Sheen Housing announcement, place in newsletter, village list, Carol Israel.
- On motion of Trustee Butler, seconded by Trustee Kleckner and carried all voting Aye to approve the Park Use application for "Music in The Park"
- On motion of Trustee Pulver, seconded by Trustee Jensen and carried all voting Aye to approve the Park Use application for "Palettes of Keuka Art Auction"
- On motion of Trustee Pulver, seconded by Trustee Kleckner and carried all voting Aye to table the Park Use application for "Hammondsport Festival of Crafts"
- On motion of Trustee Jensen, seconded by Trustee Butler and carried all voting Aye to approve the Park Use application for "Christmas in The Park"
- Discussed park benches at Champlin, CM-procedure and for how many. On motion of Trustee Pulver, seconded by Trustee Butler, and carried, all voting Aye to approve permanent park benches at Champlin Beach
- On motion of Trustee Butler, seconded by Trustee Kleckner and carried all voting Aye to approve the Park/Bench Plaque application for "Sally Westbrook"
- Mayor Jensen abstained. On motion of Trustee Butler, seconded by Trustee Pulver and carried all voting Aye to approve the Park/Bench Plaque application for "John Jensen"
- On motion of Trustee Butler, seconded by Trustee Kleckner and carried all voting Aye to approve the Park/Bench Plaque application for "Herman Heytmeijer"

**CORRESPONDENCE:** Mayor Jensen asked if there were any questions on the letter from GG, none from the board. GG discussed his letter.

**PUBLIC COMMENTS AND QUESTIONS:** None

**EXECUTIVE SESSION:** None

On motion of Trustee Pulver, seconded by Trustee Kleckner, and carried, all voting Aye to adjourn the village board meeting at 7:50 p.m.

Respectfully Submitted,

Christina Watson  
Village of Hammondsport Clerk-Treasurer

# Village of Hammondsport Police Department

## Monthly Report

### February 2023

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

Calls for service:	274
Arrest This Month	0
Total Arrests for 2023	0
Penal Law Investigations:	4
- Criminal Contempt	1
- Harassment	1
- Trespass	2
Village Code Investigations	
Assist other Agency (Police, Fire, Ambulance, DPW)	7
Citizen Service	5
Domestic Incident	1
Drug Complaint	2
Follow-up Investigations:	31
Foot Patrol:	14
Hazardous Condition	1
Meetings	10
Parking Enforcement Details	7
Parking Tickets Issued	2
Property Checks:	47
Record Checks	2
School Zone Patrols:	14
Sex Offender Registry	1
Traffic Complaint	1

Traffic Detail	26
Traffic Stops	18
Traffic Tickets Issued	3
Trainings	3
Total Police Shift Coverage	25
Urbana Court Security	3
Use of Force Incidents	0
Personnel Complaints	0
Fuel gallons dispensed:	82.5
Miles traveled Dodge Ram	530

Monthly report for February 2023

Street	water
Finished repair on leaf vac	Pumphouse
Finished paperwork for new 1 ton	Turbidity
Trimmed up trees for walks and signs	Residuals
Plowed and salted st and walks	Samples
Picked up parts for maintenance	UFPO
Report on Pultney st from Bauder to main	Checked meters
Meeting with suit coat	Meter repairs
Pumped bus garage for school	Cleaned pumphouse
Checked culvert on Liberty st	Meeting with Hunt
Worked on reserves	Painted at pumphouse
Sewer project meeting	Repaired pump at pumphouse
Checked box culverts for repairs	AWQR
Worked on Sheather st wreconstruction	WWR
Picked up sweeper	Repaired Chlorine line at pumphouse
Took down branch in park	Checked meter at PV
Picked up branches on streets	Listened for leak at PV
Transit survey on Sheather St	Got parks for leak repair
	Repaired leak on 76
	Checked master meter for district 2
	Meeting with state for 54A project
	Cleaned out valve boxes
	Took care of water problem at 45 Davis
	Read meters

March 14<sup>th</sup>, 2023  
February 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 Planning Board Meeting
5. Submitted SEQR's and public hearings
6. Planning meeting and minutes
7. Abstract #13 & Abstract #1
8. Payroll and paid board members
9. Emails/requests
10. Prepaid bills
11. Retirement monthly report-NYSLRS
12. Enhanced monthly reporting meetings with NYSLRS and Complete Payroll
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 with Code Officer
24. Processed applications and permits
25. KWIC reports
26. Completed Tax information and submitted to Steuben County
27. Completed water relievis and submitted to Steuben County
28. Completed Clearinghouse for Richard Mault
29. Code Review Workshop and preparation
30. Edited codes
31. Worked on 2023 Election
32. Met with Monica on Restore NY-Curtiss School
33. Completed newsletter
34. Completed an OSC AUD webinar
35. Adopted budget in WLaw and placed on website
36. Researched reserves
37. Sent emails to Village List
38. Budget Journal entries
39. Worked on Restore NY Curtiss School Grant
40. Completed Tax Limit and submitted
41. Printed annual water report and mailed
42. Completed Bond payments for Lake Street Project
43. Worked on 2022 Steuben County Payroll Certification fixes
44. Completed RPC's
45. Completed payments for Deferred Comp.
46. Been in contact with bpd Finance Office on projects
47. Budget reviews workshops
48. Worked on sam.gov and completed the entity id
49. Closed December Abstract

## VILLAGE OF HAMMONDSPORT - GENERAL FUND

### BALANCE SHEET

December 2022

#### ASSETS

A200	CASH - CHECKING	855,116.96
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	0.00
A480	Prepaid Expense	0.00
	<b>TOTAL</b>	<b>1,303,376.90</b>

#### LIABILITIES AND FUND BALANCE

A600	ACCOUNTS PAYABLE	4,628.99
A601	ACCRUED LIABILITIES	0.00
A630	DUE TO OTHER FUNDS	-20.50
A690	OVERPAYMENTS AND CLEARING ACCOUNT	1,000.00
A694	DEFERRED TAX REVENUE	0.00
	<b>TOTAL</b>	<b>5,608.49</b>
	 <b>UNEXPENDED FUND BALANCE</b>	 <b>1,297,768.41</b>
	<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>1,303,376.90</b>

## VILLAGE OF HAMMONDSPORT - WATER FUND

### BALANCE SHEET

December 2022

#### ASSETS

F200	CASH - CHECKING	301,856.23
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	0.00
F391	DUE FROM OTHER FUNDS	10.50
F480	Prepaid Expense	0.00
	TOTAL	426,510.75

#### 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	426,492.36
	TOTAL LIABILITIES & FUND BALANCE	426,510.75