

Village of Hammondsport
February 13, 2024
Regular Board Meeting Minutes

The Village of Hammondsport Board of Trustees held its regular monthly board meeting at 6:00pm on Tuesday, February 13, 2024 at the Village Office, 18 Water Street, Hammondsport, NY and via ZOOM teleconference.

PRESENT: Mayor Jean Jensen
Trustee Stella Pulver
Trustee Deborah Lynch
Trustee Leah Butler
Clerk-Treasurer Christina Watson
DPW Supervisor Christopher McConnell
Police Chief Jason Dininny
Code Officer Chuck Cagle(z)

ABSENT: Trustee Joshua Rosenbloom

OTHERS PRESENT: MBrown, BKing, JWalling, DPeacock, LBowman, MRobinson, MRevlir and ACarpenter(z)
Mayor Jensen opened the meeting with the pledge to the flag at 6:00pm.

PUBLIC HEARING: None

PRESENTATION: Michael Brown discussed NYSEDA Clean Energy Community Program, the grant, how to use and what to use it on. LButler asked about recycling and other, p/u, can this work? LButler also asked about Grape Street Park. Mbrown suggested to put money in Clean Energy Fund. Cobine the \$5000 & \$10000, the application of these would be in a Clean Energy Fund. \$5000-Green Space, Trees, Recycling, \$10000-EV Chargers, Solar Panels. Submit grant application by 4/1/24 to accept \$5000. Set future meeting to discuss what to use it for. Presentation ended at 6:18pm.

Mayor Jensen added a Park Use Application and Special Meeting Minutes to the agenda. On motion of Trustee Butler, seconded by Trustee Pulver and carried, all voting Yea, to accept the additions to the agenda.

DEPARTMENT REPORT:

Code Enforcement-discussed Luca, talked about businesses coming in to get an application and pay for inspections. Mentioned problems at 2 Davis Ave.

BUSINESS MEETING:

- On motion of Trustee Pulver, seconded by Trustee Butler and carried, all voting Yea, to approve the January 9, 2024 regular meeting minutes.
- On motion of Trustee Lynch, seconded by Trustee Butler and carried, all voting Yea, to approve the January 25, 2024 special meeting minutes.
- On motion of Trustee Pulver, seconded by Trustee Lynch and carried, all voting Yea, as Clerk-Treasurer is hereby authorized to pay General Fund Abstract #12, totaling \$31,384.11 claims #374-410 and hereby authorized to pay the Water Fund Abstract #12, totaling \$10,447.62 claims #120-134.
- On motion of Trustee Butler, seconded by Mayor Jensen and carried, all voting Yea, approve a resolution to adopt the 2024/2025 General Fund Budget.
- On motion of Trustee Lynch, seconded by Trustee Butler and carried, all voting Yea, approve a resolution to adopt the 2024/2025 Water Fund Budget.
- On motion of Trustee Butler, seconded by Trustee Lynch and carried, all voting Yea, approve a resolution to adopt the new 2024/2025 Water Rate as \$69.52 min. fee per 1000 ft³.
- The quarterly presentation of the Village Community Service Award was presented to The Hammondsport Loaves & Fishes Food Pantry by Stella Pulver.

DEPARTMENT REPORTS: SEE ATTACHMENTS

Police-LButler asked about unattended death, Chief Dininny responded.

DPW-LButler asked about changing meters, CConnell replied, last March truck was ordered, build date is April 2024, CConnell talked about trees, replanting and prices, do Shethar Street first, prevailing wage used if we hire Wayside Contractors to dig.

Parks-LButler talked about Grape Street, DPW will take out asphalt and seed it. LButler asked about Town Park property & wooden playground. LButler-replace picnic table at Grape Street Park

Clerk-Good

COMMITTEE REPORTS:

Beautification Committee-None-SPulver

Town of Urbana-None-JRosenbloom

KWIC/KLOC-DLynch-discussed what she learned and gave information through handouts.

Finance Report-Good

OLD BUSINESS:

- On motion of Trustee Pulver, seconded by Trustee Lynch and carried all voting Yea, to approve the Application for Park Use for "Live Music in the Park"
- On motion of Trustee Lynch, seconded by Trustee Pulver and carried all voting Yea, to approve the Application for Hanging Banner for "Lakeropoly"
- Reviewed Wastewater update information
- Set up meeting to meet on Clean Energy on March 14, 2024 at 10:30am

PUBLIC COMMENTS:

- BKing asked about Special Use Permits and what they are used for.

NEW BUSINESS:

- On motion of Trustee Butler, seconded by Trustee Pulver and carried all voting Yea, to approve the Application for Park/Street Use for "Christmas in the Park"
- On motion of Trustee Pulver, seconded by Trustee Butler and carried all voting Yea, to approve the Application for Park/Street Use for "Music in the Park"
- On motion of Trustee Butler, seconded by Trustee Pulver and carried all voting Yea, to approve the Application for Park/Street Use for "Palette's of Keuka Art Auction"
- On motion of Trustee Lynch, seconded by Trustee Butler and carried all voting Yea, to approve the Application for Park/Street Use for "Hammondsport Festival of Crafts"
- On motion of Trustee Butler, seconded by Trustee Pulver and carried all voting Yea, to approve the appointments of Donald Howard (until 2028), Alan Pierce (until 2026) and Paul Clark (until 2027) as Hammondsport Fire Commissioners
- On motion of Trustee Pulver, seconded by Trustee Butler and carried all voting Yea, to approve the appointment of Michael Hicks as Chairman of the Planning Board
- On motion of Trustee Pulver, seconded by Trustee Butler and carried all voting Yea, to approve the appointment of Kenneth Becker as a member of the Planning Board
- On motion of Trustee Butler, seconded by Trustee Pulver and carried all voting Yea, to approve the budget general, water & wastewater journal fund transfers
- On motion of Trustee Butler, seconded by Trustee Pulver and carried all voting Yea, to approve the budget general journal fund entries
- On motion of Mayor Jensen, seconded by Trustee Lynch and carried all voting Yea, to approve a Municipal Resolution for the Village of Hammondsport to submit an application for funding the comprehensive evaluation of the Village water system through a USDA Grant. Receive up to \$75000, we pay \$25000
- Mayor and Trustee term discussion based on a learning curve of new-need more time, changing terms, March meeting under permissive referendum (create resolution)
- Discussed ARC Training Program-no, not eligible

CORRESPONDENCE: None

PUBLIC COMMENTS AND QUESTIONS: ACarpenter discussed the term of offices information.

EXECUTIVE SESSION: On motion of Trustee Butler, seconded by Trustee Lynch, and carried, all voting Yea to open the executive session at 8:05 p.m. Discussed a potential pending contract. On motion of Trustee Pulver, seconded by Trustee Butler, and carried, all voting Yea to close the executive session at 8:18 p.m.

On motion of Trustee Pulver, seconded by Trustee Lynch, and carried, all voting Yea to adjourn the village board meeting at 8:18 p.m.

Respectfully Submitted,

Christina Watson

Village of Hammondsport Clerk-Treasurer

Code Enforcement Officer, Village of Hammondsport, NY Date: 02/13/2024
Monthly Report of Work performed January 2024

Consultations Held

I am continuing my required in-service training via webinars and classes to cost of the Village.

I did not get the 1203 report to the State by January, but will have it submitted ASAP.

Inspections continues at 7A Lake St. They will also be replacing the siding on the old building, no permit required. I visit this site every time I am in the Village.

Lucas Bistro has closed until further notice, he is in hopes to make the proper exit egress issues resolved, but that will take time.

The interior changes are being made at the Timber Stone to install a pizza oven in the other half of the building. He will be securing permit.

All documents have been received for the garage at 47 Davis Ave. inspections are in place.

This office has done no inspections at 45 W. Lake Rd. for the new deck to the rear of the property would be closer than the Zoning Regulation allows, or approval for variance.

4 Myrtle Ave. house renovation continues and all inspections are in place at this time.

The equipment installed on the telephone pole impeding the sidewalk has been removed out of the way of pedestrians walking the sidewalk.

This office is trying to set up appointment with owner to inspect the property mentioned in a complaint of occupancy and the size of the sanitary system.

This office put together a letter to commercial property notifying them about up coming Fire and Safety inspections that need to be secured, the letter asks them to contact the Village Clerks Office to fill out the Inspection request paperwork and pay the fee, then we can set the appointment to secure said inspections. I am in hopes for a good response.

12 Orchard St. renovation of the garage into living space continues and all inspections are in place at this time.

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



Village of Hammondsport Police Department

Monthly Report

January 2024

The following is a summary of activity by members of the Village of Hammondsport Police Department, for the month of January 2024.

Calls for service:	413
Arrest This Month	1
Total Arrests for 2023	1
Police Investigations:	5
- Criminal Possession of a Forged Instrument	1
2 nd Degree	
- Harassment	2
- Navigation Law	1
- Unattended Death	1
Assist other Agency (Police, Fire, Ambulance, DPW)	7
Citizen Service	3
Court Appearance	1
Disabled Vehicle	1
Drug Drop Box Items were packaged up for destruction	1
Follow-up Investigations:	51
Foot Patrol:	23
Meetings	19
Parking Enforcement Details	3
Parking Tickets Issued	7
Property Checks:	77
Record Checks	3
School Zone Patrols:	21

Suspicious Condition	1
Traffic Detail	62
Traffic Stops	55
Traffic Tickets Issued	31
Trainings	1
Total Police Shift Coverage	31
Urbana Court Security	3
Use of Force Incidents	0
Personnel Complaints	0
Fuel gallons dispensed:	99.5
Miles traveled Dodge Ram	734

Village of Hammondsport Police Department

Town of Urbana

Monthly Report

January 2024

The following is a summary of activity for the Town of Urbana, by members of the Village of Hammondsport Police Department, for the month of January 2024.

Court Security provided on 3 different Court Dates Totaling 6 hours and 5 minutes

Administration Duties 1 hour and 20 minutes:

- Obtaining, reviewing, entering, and submitting all data for Town of Urbana Monthly Report
- Obtaining, reviewing, entering, and submitting all data for invoicing for the Town of Urbana Police Services

Village D.P.W. report for January 2024

Street	Water
Serviced large equipment	Pumphouse
Picked up and disposed of Christmas trees	Turbidity
Cleaned stickers off sign at beach	Residuals
Took care of Nativity scene	Samples
Plowed and salted streets and walks	U.F.P.O.
Rectory meeting	Monthly report
Snow removal	Call in to pumphouse several times
Noted uncleared walks with Tina	Tried changing meter
Serviced small equipment	Meeting with Finline
Changed Christmas lights in park	Meeting with Kolo
Took care of Christmas decorations	Meeting with Rural Water
Pushed up load of salt	Worked on Annual water quality report
Shop work	Worked on Water withdrawel report
Cleaned off catch basins	Finished both reports
Cleaned up 76 after heavy rain	Water turn off and on
Cleaned out Grimsmans culvert	Sewer meeting
Cleaned ditch outback of shop	Fixed heat at pumphouse
Forks ready to go back	Repairs at pumphouse
Meeting with Hunt over Shethar St project	Fixed and rebuild chlorine system
	Leak location
	Moved D.E.
	Pumped meter pit at boat museum

TO: Village Board
FROM: Christina Watson
February 13th, 2024
January Monthly Report

1. Mailed NYS Dept. of Health Report
2. Preparation for Village Board Meeting
3. Village meeting and minutes
4. Preparation for ZBA Board Meeting
5. ZBA minutes - reviewed
6. Submitted SEQR's and public hearings
7. Abstract #12
8. Payroll and paid board members
9. Emails/requests
10. Prepaid bills
11. Clerk's monthly report
12. Department of Labor monthly report-BLS
13. Assisted Police Department
14. In contact with Complete Payroll
15. Banking
16. Training of Deputy Clerk
17. Discussed information with DPW
18. Zoom meetings
19. Update website
20. Tax Searches
21. Bulletin board postings
22. Processed applications and permits
23. Sent emails to Village List
24. Completed payments for Deferred Comp.
25. Worked on 24-25 budget
26. Village relevies on water
27. Debt Charge and water relevies to Steuben Cty.
28. Wastewater Project payments and meeting
29. Prepared for village public hearings
30. Created zoom meetings
31. Prepared for budget meetings
32. Budget meetings
33. Budget and water rate public hearing
34. Worked on 2024 Medical Insurance
35. Rectory meeting
36. Injuries and illnesses sheet
37. Worked on election
38. Extending hours occasionally for election
39. Ordered election materials
40. BPD meeting on finances (bonds/grants)
41. Renewed SAM.gov
42. Provided information for the USDA grant information
43. Sent in paperwork for County on personnel
44. Hung caucus signs
45. Completed reconciliations
46. Completed new planning board member information
47. Miscellaneous items for the Mayor
48. Meeting with Ingalls Planning on Comprehensive Plan
49. SLFRF (State and Local Fiscal Recovery Fund) (COVID \$) Webinar
50. NYSLRS inquiry for employee
51. Submitted PERMA quarterly report
52. Funding Your Local Government: An overview of Municipal Finance Requirements, Procedures and Best Practices Webinar
53. Conducting Meetings: The Legal Requirements of the Open Meetings Law and Best Practices Webinar
54. Worked on AFR with CPA