Village of Hammondsport
September 8, 2026
Regular Board Meeting Minutes

The Village of Hammondsport Board of Trustees held its regular monthly board meeting at 6:00pm on Tuesday, September 8, 2026 at the Village Office, 47 Shethar Street, Hammondsport, NY and via ZOOM teleconference.

PRESENT: Mayor Jean Jensen
Trustee Rachael McLoud
Trustee Joshua Rosenbloom
Trustee Jason McLoud
Trustee Deborah Lynch
Clerk-Treasurer Christina Watson
DPW Supervisor Christopher McConnell

ABSENT: Police Chief Chad Mullen & Code Officer Chuck Cagle

OTHERS PRESENT: Deanna Tompkins, Jon Beckman, Andrew Tompkins, Alan Carpenter and Albert Zoll

Mayor Jensen opened the board meeting at 6:00pm with the pledge to the flag.

BID OPENING:

- 1 bid was opened from Works Design Group of $362,000 for the NY Forward Branding & Marketing Project and it was awarded to them

PUBLIC HEARING: None

PRESENTATION: None

QUARTERLY RECOGNITION: None

BUSINESS MEETING:

- DLynch asked who was Barclay Damon, CWatson-Litigation Attorney
- JMcLoud asked who was JCSmith, CMcConnell explained
- On motion of Trustee Lynch, seconded by Trustee Rosenbloom, and carried, all voting Yea as Clerk-Treasurer is hereby authorized to pay Abstract #07 General Fund $45,045.00 claims #220-258 and Abstract #07 Water Fund $7,275.43 claims #070-085

DEPARTMENT REPORTS: SEE ATTACHMENTS
Code-CCagle-no report
Police-CMullen-no questions
DPW-CMcConnell-discussed DPW Building and savings
Parks-RMcLoud-discussed sidewalks, Mayor Jensen stated, not needed to discuss now since violations have occurred, codes will need to be changed, JRosenbloom wants something done now, JmcLoud-how about a letter/flyer on what is the law on sidewalks use, RMcLoud stated all Halloween decorations burned, trick or treat from 6:00pm -7:30pm and parade at 7:30pm. RMcLoud to buy decorations.
Clerk-CWatson-DLynch asked about PV Winery NYS public hearing
Watershed-MHicks-reviewed, DI asked about looking at all village septics, Mayor Jensen wants to review code
NYForward LPC-Mayor Jensen-Accepted bid for Heritage Trail, nothing reported for Liberty Street

COMMITTEE REPORTS:

Community Action (CAT)-Mayor Jensen-does this need to exist, JRosenbloom reiterated why it was created, suggested & decided to be taken off of agenda, will review how Village, Town & Chamber can work together

Town of Urbana-JRosenbloom-Pat II-money to be given back for charging from p/u at Depot Park, suggested board should attend-they are talked about at Town meeting, next Town meeting is 9/15, 9/14 budget at 5pm

KWIC/KLOC-DLynch-spoke about letter to Attorney, 9/28 Town of Barrington at 6pm for next meeting, CWeaver has nothing in writing connecting the Villages payments to KWIC/KLOC

Finance-CWatson-no questions

OLD BUSINESS:

- 54 Pulteney Street- Mayor Jensen discussed new office information, Grape Street parcel vs. Wine Bar, Mayor Jensen-option to annex Town of Urbana parking lot. There would have to be an agreement between Town and Village and then a vote, CMcConnell suggested trade Champlin for Depot, JRosenbloom brought up Chamber building and sharing, Mayor Jensen reiterated the ownership of the Chamber, Mayor Jensen asked the board to return to next meeting with a decision and a direction for office space. On motion of Trustee Rosenbloom, seconded by Trustee RMcLoud, and carried, all voting Yea for the attorney to look at Chamber deed (ownership and right to have office space there) as follows:

Yea	Nay
RMcLoud	Mayor Jensen
Jason McLoud	
Deb Lynch	
Josh Rosenbloom	

- There was a voided motion to consider the Wine Bar, will be decided at next meeting

PUBLIC COMMENTS:

- AZoll-discussed Town of Walton & their Heritage Trail creation. He is willing to work with contractor and village staff
- ACarpenter asked about the end of Davis Ave./Mercury property or office, CMcConnell stated yes, we asked. He presented mulching information, suggested placing information on the newsletter about recreational vehicles, Mayor Jensen stated, will ask Chief Mullen

NEW BUSINESS:

- **Standard Work Day Resolution**-On motion of Trustee Rosenbloom, seconded by Trustee Lynch, and carried, all voting Yea to accept the resolution of the standard work days for the Mayor and Trustees as
- **Budget Workshops**-Change time to 5:00-6:30pm. On motion of Trustee Rosenbloom, seconded by Mayor Jensen, and carried, all voting Yea to accept the budget workshop dates
- **Budget Journal Entries**-On motion of Mayor Jensen, seconded by Trustee JRosenbloom and carried, all voting Yea to accept the budget journal entries for the general and water funds
- **Liberty Street Watermain Replacement**-On motion of Mayor Jensen, seconded by Trustee JRosenbloom and carried, all voting Yea to award the Liberty Street Watermain Replacement to Wenzel Landscaping, LLC in the amount of $587,785.00
- **Halloween Activities**-Discussed under Department Reports-Parks

CORRESPONDENCE:

- Reviewed USDA Loan for Water System Improvement Project

- Discussed how much a skatepark could potentially cost, Mayor Jensen suggested Champlin. CMcConnell said he would look at Champlin, need non-residential. At moment it would be financially burdensome

PUBLIC COMMENTS AND QUESTIONS:

- ACarpenter-suggested for potential skatepark on back side of minor league field, roadside

EXECUTIVE SESSION:

- On motion of Mayor Jensen, seconded by Trustee RMcLoud, and carried, all voting Yea to enter into executive session at 7:50pm
- On motion of Mayor Jensen, seconded by Trustee Lynch, and carried, all voting Yea to close the executive session at 8:18pm

Mayor Jensen stated there were no determinations or actions taken in executive session.

On motion of Trustee RMcLoud, seconded by Trustee Rosenbloom, and carried, all voting Yea to adjourn the village board meeting at 8:20p.m.

Respectfully Submitted,

Christina Watson
Village of Hammondsport Clerk-Treasurer

Code Enforcement Officer, Village of Hammondsport, NY Date: 9/9/2026
Monthly Report of Work performed June 2026

Consultations Held

This office has received 33 permits thus far this year.

This office has received no complaints for August.

This office has secured five STR/LTR inspections for the month of August.

Curtiss School project continues and all inspections are in place.

The contractor has called me for inspections at 18 Vine St. and the proposed changes to the Carriage House.

The owner of 46 Main St. is telling me I have no authority to make him repair the parking lot, lol to be continued.

This office will be dropping copies of permits to the Town Assessor and the Village of for the file.

This office did put together a notice for tying int the public sewer and they have been sent out; I am awaiting a phone call to explain the situation. I will keep the Board informed. See Attache copy of the notice being issued to each property.

The Condo renovation work continues and the sheetrock inspection has been secured, neither of the units are ready to be occupied at this time.

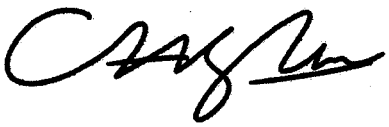
85 Shethar St. addition and garage continue and all inspections are I place.

12 Myrtle Ave. building project continues and the owner calls for all inspection and have been secured.

4 Myrtle Ave. project continues and all inspections are I place at this time.

14 Davis Ave. has cleared all the tress and weeds for the exterior of the house, now that it is clear it could use a painting, but at least the weeds Are gone so the house will properly dry out.

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



Hammondsport Police Department Monthly Report

◆ Chief Chad Mullen-Hammondsport Police

Period From: August 1st 2026 To: August 31st, 2026

SECTION 1 – Administrative Duties

- Submitted NY DCJS required monthly reports
- Submitted payroll
- Submitted invoices for purchases
- Scheduling for the Officers

SECTION 2 – Officer's Daily Duty Log Statistics

	August		
Incident Types	**#**	**Incident Types**	**#**
Alarm Police	1	Investigation	5
Animal Complaint	1	Juvenile Problem	1
Area Patrol	52	Larceny	1
Assist Another Agency	2	Parking	14
Assist Citizen	3	Property Check	61
Assist EMS	5	Suspicious	1
Customer Problem	1	Traffic Accident - ALS	1
Dangerous Condition	1	Traffic Detail	15
Disturbance	1	Traffic Stop	14
Follow up	3	Trespass	2
Foot Patrol	84	Walk up complaint	1
Fraud	1	WelfareCheck	2
		Totals	**273**

SECTION 3 – Incident Reports Generated

Fraud Investigation

Trespass Investigation
Larceny Investigation

SECTION 4 – Arrests

SECTION 5 – Investigations of Note

SECTION 6- Shifts Covered

Chief Mullen: 29 hours
Officer Hevey: 170 hours
Officer Storms: 170 hours

SECTION 7 – Staff Development

SECTION 8 – Action Items

Work on scheduling for officers

SECTION 9 – Miscellaneous

- Use of Force Incidents- None
- Personnel Complaints- 0

Updated: September 8, 2026

TO: Village Board
FROM: Chris McConnell

September 8, 2026
August Monthly Report

Daily Administrative Duties

Major Repairs:

- Cleaned onsite reservoir
- Hooked up 2 water services on RT 54
- Repaired catch basins
- Fixed valve box at old reservoir

Trainings/Certifications:

- County Supervisors vendor show

Outside Meetings:

- Meeting with Curtiss Hill for sewer hook up
- Meeting with Hunt over Shop and Liberty St
- Meeting with Hunt over Liberty St water main
- Meeting with DEC and army corp for flume inspection
- Meeting with DEC for sewer inspection
- Meeting with condos over Liberty St easement
- Pre bid meeting for Liberty St water main

Capital Project Updates:

- Liberty St water main going to start shortly
- Building update

Grant Information:

- Looking into Pro housing grant.

Miscellaneous:

-

TO: Village Board
FROM: Christina Watson

September 8th, 2026
August Monthly Report

Daily Administrative Duties
Trainings/Certifications:

- NYMIR Webinar-LEARN

Village Meetings:

- Village Board
- ZBA Special Meeting-Litigation
- Violation Process Meeting
- Code Workshop
- ZBA Board
- Planning Board
- CPA

Outside Meetings:

- Steuben County previous employee record cleanup
- USDA communication for low interest loan
- DWSFR EFC BPD Mtg. (WSIP)
- Pre-Bid Conference for Liberty Street Watermain
- NYForward w/Mayor, ABodine (OSC) and DPW Supervisor
- Pleasant Valley Wine Co. Public Hearing

Capital Project Updates:

- Curtiss Hill Groundbreaking
- Water System Project Improvement
- NYForward Liberty Street
- Liberty Street Watermain
- RestoreNY Curtiss Hill
- NYForward Curtiss Hill
- NYForward Branding & Marketing

Grant Information:
Financial:

- Closed July-Alexis
- Budget Allocations
- Bond wire transfers
- Miscellaneous

Miscellaneous:

- Easement w/Condo Ass. For watermain
- Move to Chamber for board meetings
- Training process completed and requests sent-Alexis
- Prep. & paperwork for ZBA & Planning
- ZBA & Planning Minutes
- NYSLRS ROA preparation
- Minor fire work
- BLS Reporting
- Sent STR 2-year safety inspection letters
- Prepared for meter reading
- Various Code correspondences

TO: Village Board
FROM: Mike Hicks

September 8th, 2026
August Monthly Report

Daily Administrative Duties

Property Transfer Inspections:

- See Attached

Zone 1 Inspections:

- See Attached

Zone 1 Inspections Overdue:

- See Attached

Other Inspections:

- See Attached

Trainings/Certifications:

-

NeoGov: Cyber Security

Outside Meetings:

- Met with Curtiss School project foreman for details on septic system/sewer hook-up

Village Meetings:

- Planning Board meeting (unofficial – not enough members present)
- Code Violations meeting

Miscellaneous:

- Assembling Violations reports and letters
- Surveying village total septic systems, dates of last inspection, comparing vs KWIC database to update all information
- Reviewing Village Codes for accuracy and rcommendations

KWIC Reports - Inspection Report

Hammondsport | Hicks, Mike | Specific Zone (optional)

Inspection Date

07/01/2026 to 7/31/2026

Inspection Purpose *(optional)*

Select Inspection Purpose

Create New Report

☐ show fail/incomplete only

☐ sort by tax map number

HAMMONDSPORT - Jul 1, 2026 - Jul 31, 2026 - Mike Hicks

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HAMMONDSPORT - the Numbers	
Total Properties:	329
Total Systems:	334
Properties Inspected:	5
Systems Inspected:	5
Total Inspections:	5

HAMMONDSPORT — Jul 1, 2026 - Jul 31, 2026

1	Real Property Transfer	*pass*	Jul 8, 2026	118.06-02-022.000	Steele, Gregory B	21	Shethar St	details
2	Zone One	*pass*	Jul 8, 2026	118.06-01-050.200	Town of Urbana,	18	Water St	details
3	Repair - Minor	*pass*	Jul 9, 2026	118.09-01-053.000	Wheeler, Richard J	14	Wheeler Ave	details
4	Real Property Transfer	*fail*	Jul 14, 2026	118.06-02-042.000	Conklin, James	17	Lake St	details
5	Real Property	fail	Jul 21,	118.10-01-015.000	Yahn, William	21	Liberty St	details

KWIC Reports - Inspection Due Report

Hammondsport | Zone One | **Inspection Purpose *(optional)*** Select Inspection Purpose

Next Inspection Date

01/01/2020 to 7/31/2026

Create New Report

Showing: Next Inspection Purpose and Next Inspection Date

NOTE: If an Inspection does not have a recorded Next Inspection Date is will not appear on this list!

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HAMMONDSPORT - Zone One Sep 3, 2026

1	Holding Tank	Jun 11, 2021	35	W Lake Rd	Keuka Shores Land Co., LLC	details
2	Zone One	Oct 24, 2020	54	Pulteney St	Elias-Carl Living Trust,	details
3	Zone One	Dec 14, 2022	52	Pulteney St	Whitehead, Merle L	details
4	Zone One	Jan 1, 2024	12	William St	Bartz, William E II	details
5	Zone One	Aug 31, 2025	14	William St	Isaman Trust,	details
6	Zone One	Oct 14, 2025	26	Water St	Foster, Carole	details