

January 14, 2019

A regular meeting of the Village Board held on the above date was called to order at 6:00 p.m. at the Village Hall, 1 West Main Street, Clifton Springs, NY 14432.

Presiding: Bill Hunter, Mayor

Board Members Present: Dan Blondell, Earl Lincoln, Jim Keyes

Board Members Absent: Jeff Linsner

Also Attending: Street Supervisor Jason Lannon

Minutes: The minutes of the meeting of December 10, 2018 were approved upon motion by Trustee Lincoln 2nd by Trustee Keyes. All members present voted AYE. Carried.

Vouchers: General, Water and Sewer Vouchers #600 through #681, approved for payment by Trustee Lincoln 2nd by Trustee Blondell. All members present voting AYE. Carried.

| | |
|----------------|--------------|
| General Fund = | \$ 38,802.27 |
| Water Fund = | \$ 2,409.42 |
| Sewer Fund = | \$ 41,727.77 |

PRIVILEGE OF THE FLOOR:

Supervisor Jason Lannon – Street and Water reports

Jason Lannon appeared before the Board to give his street and water reports.

Street report: Supervisor Lannon reported the stove from park was sold and \$300 was received. Supervisor Lannon has his tentative 2019-2020 budget completed. The 2012 dump truck needs to have the box and frame painted. The crew will be making 12 more brackets for banners. Additional banners for Veterans will be added to Spring Street and Kendall Street. The Clifton Springs VFW will be paying for the materials.

Water report: The small residential water meters have been completed. The crew will begin working on commercial meters in the next budget.

Possible extra help in the next budget

Supervisor Lannon would like the Board to consider a part time person in the next budget. The Village did not replace two former full-time employees and one part time cemetery employee. Supervisor Lannon believes the potential employee could be shared, if needed, with the sewer department. Supervisor Lannon explained that having additional help would help the crew complete numerous tasks that are odd and ends that Supervisor Lannon would like to complete. After discussion the Board agreed to tentatively budget a part time person, 20 hours per week at \$14.50 per hour, in the 2019-2020 budget. The decision on if this position proceeds will be determined by the outcome of the 2019-2020 budget.

Possible Extreme Leaf Vac in the next budget

Mayor Hunter asked Supervisor Lannon to inquire about a leaf vacuum. Mayor Hunter would like the Village to consider the leaf vacuum because it would be friendlier to the environment. The estimated cost is \$51,000. Supervisor Lannon informed the Board that the Village of Manchester has a similar machine and they are pleased with it. Trustee Blondell asked if this machine would save time or how much more time would be needed to use this machine during debris pick up? Supervisor Lannon did not believe this would save time but will ask the Village of Manchester. Trustee Blondell asked if the leaves would be able to be used toward the composting at the sewer plant? This is a question for Eric Merkley, Chief Operator at the plant. Trustee Keyes asked if the Village had room to store this machine? Trustee Blondell would prefer to look at getting this machine once the street sweeper is paid for.

Supervisor Lannon reminded the Board that the sweeper has two more years of payments, and then a backhoe will be needed.

Meeting of January 14, 2019 continued:

Trustee Blondell thought this machine could be shared with the Village of Phelps. Trustee Blondell asked Mayor Hunter to see if the Village of Phelps would be interested in sharing this cost.

Mayor Hunter would like to see if we can consider this purchase in the 2019-2020 budget. It was agreed that it would be included in the 2019 – 2020 budget and the Board would look at the tax rate, with a leaf machine in the budget and without a leaf machine in the budget and make a decision on this purchase once preliminary budget numbers have been reviewed.

CORRESPONDENCES:

Planning Grant for sewer for disinfection study

Letter from NYS Department of Environmental Conservation and NYS Environmental Facilities Corporation indicating the Village has been selected for a \$24,000 Planning Grant for a study on disinfection options at the sewer plant.

The Board agreed to accept the grant. Motion was made by Trustee Keyes 2nd by Trustee Blondell to approve the following three resolutions, pertaining to the disinfection grant and to authorize Mayor Hunter to sign the engineering contract for services. All members present voting AYE. Trustee Linsner was not present. Carried.

STATE ENVIRONMENTAL QUALITY REVIEW ACT TYPE II RESOLUTION REGARDING VILLAGE OF CLIFTON SPRINGS WWTP DISINFECTION STUDY

WHEREAS, the Village of Clifton Springs (hereinafter the “Village”) proposes to conduct a Wastewater Treatment Plant (WWTP) Disinfection Study under New York State Environmental Facilities Corporation Engineering Planning Grant #80791; and

WHEREAS, in accordance with the State Environmental Quality Review Act (“SEQRA”), the Village is required to assess impacts to the environment in compliance with SEQRA regulations included in 6 NYCRR Part 617 (Title 6 of the New York Code of Rules and Regulations); and

WHEREAS, the Village is the appropriate agency to be the lead agency to undertake the project review under SEQRA; and

WHEREAS, 6 NYCRR §617.5 under SEQRA provides that certain actions identified in subdivision (c) of that section are Type II actions and not subject to environmental review under SEQRA and that such activities an action in accordance with 6 NYCRR Section 617.5(c)(18) which constitutes the information collection including basic data collection and research, water quality and pollution studies, engineering studies, which constitutes and is therefore not subject to review under 6 NYCRR Part 617; and

WHEREAS, the proposed improvements consist solely of conducting a WWTP Disinfection Study under New York State Environmental Facilities Corporation Engineering Planning Grant #80791

NOW, THEREFORE, BASED ON SUCH REVIEW AND CONSIDERATION, BE IT RESOLVED by the Village of Clifton Springs Board that:

1. The Village of Clifton Springs Board is the lead agency for the SEQRA review of the proposed project.
2. The proposed project is a Type II action which is not subject to review under SEQRA, and it will not result in a significant adverse impact on the environment.

Meeting of January 14, 2019 continued:

3. The Village Mayor is hereby authorized to sign and file, or have filed, on behalf of the Village of Clifton Springs all documents necessary to comply with SEQRA.
4. This resolution is effective immediately.

**AUTHORIZATION FOR REPRESENTATIVE TO EXECUTE GRANT AGREEMENT
VILLAGE OF CLIFTON SPRINGS
WWTP DISINFECTION STUDY**

WHEREAS, the Village of Clifton Springs (hereinafter the "Village") desires to accept the Wastewater Treatment Plant (WWTP) Disinfection, New York State Department of Environmental Conservation (DEC), in conjunction with the New York State Environmental Facilities Corporation (EFC) Engineering Planning Grant #80791; and

WHEREAS, the Village proposes to conduct an WWTP Disinfection Study under NYS DEC/EFC Engineering Planning Grant #80791; and

WHEREAS, the Village intends to work with Hunt Engineering, Architects, Land Surveyors & Landscape Architect D.P.C., Contact Peter Martin, 100 Hunt Center, Horseheads, NY 14845; and

WHEREAS, the primary purpose of this grant will be for study of alternatives to provide disinfection to the existing Village of Clifton Springs Wastewater Treatment Plant, with the Village of Clifton Springs employees providing in-kind services to aide in offsetting the local match required for the Planning Grant.

NOW, THEREFORE, BASED ON SUCH REVIEW AND CONSIDERATION, BE IT RESOLVED by the Village of Clifton Springs Board that the Village Mayor, William Hunter, is authorized to execute the Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the Project and to fulfill the Village of Clifton Springs obligations under the Engineering Planning Grant Agreement.

**AUTHORIZATION AND APPROPRIATION OF LOCAL MATCH
VILLAGE OF CLIFTON SPRINGS
WWTP DISINFECTION STUDY**

WHEREAS, the Village of Clifton Springs (hereinafter the "Village") proposes to conduct a Wastewater Treatment Plant Disinfection Study under New York State Environmental Facilities Corporation Engineering Planning Grant #80791; and

WHEREAS, the New York State Environmental Facilities Corporation Engineering Planning Grant requires a local match equal to 20 percent of the requested grant amount in cash and/or in-kind services; and

NOW, THEREFORE, BASED ON SUCH REVIEW AND CONSIDERATION, BE IT RESOLVED by the Village of Clifton Springs Board that the Village of Clifton Springs authorizes and appropriates a minimum of 20 percent local match as required by the Engineering Planning Grant Program for the Planning Grant #80791, WWTP Disinfection Study project. Under the Engineering Planning Grant Program, this local match must be at least 20 percent of the grant award of \$24,000. The maximum local share appropriated subject to any changes agreed to by the Village of Clifton Springs Mayor William Hunter, shall not exceed \$4,800. The total estimated maximum project cost is \$28,800. The Village Mayor, William Hunter, may increase this local match through the use of in-kind services without further approval from the Village of Clifton Springs.

Meeting of January 14, 2019 continued:

Fire Contract – Town of Hopewell

Email from the Town of Hopewell Supervisor Ted Bateman, with a proposal for a fire contract for 2019.

Reviewed and accepted.

Community Bank Resolution

Copy of a resolution that Community Bank is requesting.

Reviewed. Clerk Reals informed the Board the new branch manager is updating the bank records and would like a current resolution that authorizes Lori Reals and Linda Rider as the signers for the Village. This is not a change, just an update. Motion was made by Trustee Lincoln 2nd by Trustee Keyes to accept the resolution and to authorize Clerk/Treasurer Lori A. Reals and Deputy Clerk/Treasurer Linda A. Rider to sign the resolution as they are the signers for banking purposes for the Village of Clifton Springs.

Historical Society Grant

Copy of the annual agreement between the Village and the Clifton Springs Historical Society.

Trustee Keyes offered the following resolution 2nd by Trustee Lincoln:

WHEREAS, the Village desires to enter into a contract with the Historical Society whereby the Historical Society will furnish such historical privileges to the people of the Village, and

WHEREAS, the Historical Society desires to enter into a contract with the Village to furnish such Historical Society privileges to the people of the Village,

NOW THEREFORE BE IT AGREED AS FOLLOWS:

1. The Historical Society agrees to furnish Historical Society privileges to the people of the Village for a sum of \$3,500 for the year commencing on the 1st day of June 2018, such sum to be paid to the Historical Society after the first day of July 2018 and before the last day of May 2019.
2. In consideration of the furnishings of such Historical Society privileges by the Historical Society, the Village agrees to pay the Historical Society the sum specified in paragraph one at the time so specified.

All members present voting AYE. Carried.

Sexual Harassment Policy

Copy of a new Sexual Harassment Policy.

Clerk Reals down loaded this policy from NYCOM. The law requires all employers to have an updated sexual harassment policy. After review motion was by Trustee Lincoln 2nd by Trustee Blondell to accept this sexual harassment policy. Clerk Reals will distribute this to the employees. Arrangements will need to be made for training, as the law requires training on this policy.

Planning Board meeting minutes from 1-2-2019

Copy of the Planning Board meeting minutes from January 2, 2019.

Reviewed.

Christmas – Thank you

Copy of a note inside a Christmas card from Jim and Barb Sanford, Webb Avenue.

This was passed on to the crew and police department and placed in the newsletter. The Board appreciates the thank you note.

Meeting of January 14, 2019 continued:

Fire House roof repair

Copy of a proposal from Proctor Roofing. The fire department discovered leaks in the roof. The roof needs repair now and replacement in approximately 3 years. The department would also like to get a quote on a metal roof.

The Board authorized the roof repair at a cost of \$1,375. The Board would also like to see an estimate on a metal roof, as well as estimates from other vendors as well.

Sewer – disinfection study grant

Information from Peter Martin, Engineer at Hunt Engineering, regarding documents that the Village would need to agree to, to proceed with the disinfection study at the sewer plant.

Reviewed and adopted under the correspondences from Department of Environmental Conservation and Environmental Facilities Corporation.

Training certificate for J. Feligno

Copy of training information for Planning Board member Joann Feligno.

Reviewed. The Board appreciates when members take the time to receive training.

2018 Building Report

Copy of the 2018 Building permit report.

Reviewed. This was prepared by Code Enforcement Officer Steve DeHond. The Board found this information interesting and useful and appreciates the report.

STREET DEPARTMENT: See privilege of the floor for the report from Supervisor Lannon.

SEWER DEPARTMENT: Trustee Blondell reported the following:

Miscellaneous work

An emergency sewer repair was made on Broad Street. The department processed approximately 3,000 pounds of food that is being turned into compost.

Long Term budget plan for the Sewer Department

Trustee Blondell has updated the long- term budget plan for the sewer department, with assistance from Eric Merkley, Chief Operator. The Board accepted this long- term budget plan

WATER DEPARTMENT: See privilege of the floor for report provided by Supervisor Lannon.

ZONING & PLANNING DEPARTMENTS: See correspondences.

FIRE DEPARTMENT: Trustee Linsner reported the following:

Invitation to the Annual Appreciation Dinner

All members of the Board are invited to attend the Annual Appreciation Dinner, hosted by the Fire Department.

PARK – YOUTH DEPARTMENT: Nothing was reported.

POLICE DEPARTMENT: Mayor Hunter reported the following:

The Board received the Police Department report for December and the work schedule for January.

MAYOR HUNTER REPORT: Mayor Hunter

reported the following:
Meeting of January 14, 2019 continued:

Budget information

Mayor Hunter discussed possible pay increases in the 2019-2020 budget with the Board.

CLERK REALS REPORT: Clerk Reals provided the Board with court reports for December, fire department report for December, copies of zoning violation letters, payroll worksheets, and bank statements for December. Year to date revenue and expenses thru December.

**Resolution designating the polling place, date
And time for the annual Village Election**

Trustee Blondell offered the following resolution 2nd by Trustee Keyes:

NOW THEREFORE BE IT RESOLVED, that the Annual Village Election shall be held Tuesday, March 19, 2019 and the polling place will be the Clifton Springs Fire House, 39 Kendall Street, Clifton Springs, New York. The hours the polls shall be open will be 12:00 p.m. (noon) to 9:00 p.m. (Sec. 15-104, (3) Election Law). All members present voting AYE. Carried.

There was no need to discuss registration day as the Village decided in January 1999 to no longer hold Village registration day.

2019-2020 Budget

Mayor Hunter and Clerk Reals will be working on the budget very soon. All supervisors and Chiefs have submitted their budget requests. All comments, questions and concerns from the Board and the public are welcome.

Transfer of Funds

Motion was made by Trustee Lincoln 2nd by Trustee Keyes that Clerk Reals be, and she is hereby authorized to transfer funds between the following appropriations as follows:

| | |
|-------------------------|----------|
| From A1990.4 to A8020.1 | 700.00 |
| From A1990.4 to A8020.4 | 500.00 |
| From G8130.1 to G9040.8 | 2,825.00 |
| From G8130.1 to G9089.8 | 125.00 |

All members present voting AYE. Carried.

OTHER BUSINESS:

Adjournment

There being no further business to come before the Board, motion made by Trustee Lincoln 2nd by Trustee Keyes to adjourn. All members present voting AYE. Meeting adjourned at 7:10 p.m.

Respectfully submitted,

Lori A. Reals
-Clerk/Treasurer