

February 11, 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, Jim Keyes, Jeff Linsner

Board Members Absent: Earl Lincoln

Also Attending: Street Supervisor Jason Lannon

Minutes: The minutes of the meeting of January 14, 2019, were approved upon motion by Trustee Keyes 2nd by Trustee Linsner. All members present voted AYE. Carried.

Vouchers: General, Water and Sewer Vouchers #682 through #753, approved for payment by Trustee Keyes 2nd by Trustee Blondell. All members present voting AYE. Carried.

|                |              |
|----------------|--------------|
| General Fund = | \$ 67,173.72 |
| Water Fund =   | \$ 1,850.34  |
| Sewer Fund =   | \$ 5,773.83  |

**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 that the crew (street and sewer) have signed up for the 811 (call before you dig) training to be held in March. This training is now required. The training will be held in Victor. All small equipment has been serviced. Barricades are getting repaired and painted. With the difficult winter, the Village has used approximately 75% of the salt the Village is required to purchase.

Water report: G.W. Lisk Company has started preliminary planning for a new building on the South Street school parcel. Supervisor Lannon asked Clerk Reals to get the blue print to Hunt Engineers for review. G.W. Lisk Company is looking to connect the new building into the Village water and sewer system. A new water service, our end, was replaced at 7 Hibbard Avenue. The Village of Newark had a water leak, outside the Village, and they have repaired that leak.

**CORRESPONDENCES:**

**Request for street closure for Museum Day and “Touch a Truck”**

Request from Clifton Springs Historical Society, requesting Main Street closure from Crane Street to Spring Street, on Saturday June 15, 2019 from 9AM – 5PM for “Museum Day” and “Touch A Truck”.

The Board has no objection to this request as the events are good for the community. This request has been given to Chief Upchurch and Supervisor Lannon.

**Phelps Fire Contract**

Proposed Fire Contract with the Town of Phelps for 2019.

Discussion was held. Motion was made by Trustee Linsner 2<sup>nd</sup> by Trustee Keyes to authorize Mayor Hunter to sign the contract. All members present voting AYE.

**Fire House roof**

As per the fire department request, a copy of the cost to replace the Fire House roof with metal.

Reviewed. Mayor Hunter proposes in the 2019-2020 budget using 20,000 from reserves and having the roof replaced with metal after June 1, 2019. All members present support this. The Board will ask the department to get additional quotes on this work.

Meeting of February 11, 2019 continued:

**All Hazard Mitigation Plan**

Proposed resolution from Tim Jenson, regarding the All Hazard Mitigation Plan that the Village has participated in for many years.

Trustee Keyes offered the following resolution 2<sup>nd</sup> by Trustee Blondell:

WHEREAS, the Village of Clifton Springs , with the assistance from Ontario County and the Genesee Finger Lakes Regional Planning Council, has gathered information and prepared the Ontario County Multi-Jurisdictional All Hazard Mitigation Plan; and

WHEREAS, said plan has been prepared in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, the Village of Clifton Springs has reviewed said plan and affirms that it will be updated no less than every five years; and

NOW THEREFORE, BE IT RESOLVED that the Village of Clifton Springs adopts the Ontario County Multi-Jurisdictional All Hazard Mitigation Plan, last updated July of 2018, as this jurisdiction's Natural Hazard Mitigation Plan.

All members present voting AYE. Carried.

**Eric Merkley to speak at Organics Summit**

Copy of an email. Eric Merkley, Chief Operator, has been asked to speak at an Organics Summit in Perinton, NY in March. Mr. Merkley would like to participate in the opportunity and would like Patrick King to join him at the 2 - day conference.

Discussion was held. All members agree this is a nice opportunity for Chief Operator Eric Merkley and agree that Eric Merkley and Patrick King can attend the two- day conference.

**Food Composting Grant**

Copy of a proposed resolution from Jennifer Vaughn, Hunt Engineering, regarding a food composting grant.

Trustee Blondell offered the following resolution 2<sup>nd</sup> by Trustee Keyes:

WHEREAS, the Village of Clifton Springs has initiated development of the Village of Clifton Springs WWTP Municipal Composting; and

WHEREAS, the Village of Clifton Springs has teamed with New York State Pollution Prevention Institute to develop the Village of Clifton Springs WWTP Municipal Food Scrap Compositing Pilot Implementation Plan; and

WHEREAS, the Village of Clifton Springs is seeking financial assistance through the 2019 NYS Department of Environmental Conservation Municipal Food Scraps Reduction, Food Donation, and Food Scraps Recycling Programs; and

WHEREAS, the grant application requires that the applicant obtain the approval and endorsement of the governing body of the municipality in which the project will be located.

**NOW, THEREFORE, BE IT:**

**RESOLVED** that the Mayor of Clifton Springs has been authorized to submit an application for grant funding under the NYS Department of Environmental Conservation Municipal Food Scraps Reduction, Food Donation, and Food Scraps Recycling Programs of an amount less than or equal to \$250,000; and

**NOW, THEREFORE, BE IT:**

**RESOLVED** that the Mayor of Clifton Springs is authorized to execute a Grant Agreement with the NYS Department of Environmental Conservation and any and all

Meeting of February 11, 2019 continued:

other contracts, documents and instruments necessary to bring about the Project and to fulfill the Village of Clifton Springs' obligations under the Municipal Food Scraps Reduction, Food Donation, and Food Scraps Recycling Program grant contract; and

**NOW, THEREFORE, BE IT:**

**RESOLVED** that the Mayor of Clifton Springs is authorized to execute expenditures for the Village of Clifton Springs WWTP Municipal Composting Program under the NYS Department of Environmental Conservation's Municipal Food Scraps Reduction, Food Donation, and Food Scraps Recycling Program on behalf of the Village of Clifton Springs.

Passed on February 11, 2019 by the following vote of all Board of Trustee of the Village of Clifton Springs Members voting in favor thereof:

|                                      |     |
|--------------------------------------|-----|
| Mayor William Hunter voting          | AYE |
| Trustee Daniel Blondell voting       | AYE |
| Trustee Jeffrey Linsner voting       | AYE |
| Trustee James Keyes voting           | AYE |
| Trustee Earl Lincoln was not present |     |

**YMCA withdrew variance application**

Letter from the YMCA to the Zoning Board, indicating they have withdrawn their variance application.

The YMCA still intends to proceed with switching the services held in the two buildings at 5 Crane Street and 10 Cane Street, but a variance will not be needed. The YMCA was looking to add an entrance to the back of the building at 10 Crane Street. They do not intend to do this at this time.

**Proposed budget 2019-2020**

Copy of the tentative budget for 2019-2020.

Discussion was held. This proposed budget decreases the tax rate on the Phelps side of the Village by .20/1,000 and increase the tax rate on the Manchester side of the Village by .21/1,000. The proposed tax rates would be \$7.23/1,000 for the Manchester side of the Village and \$7.13/1,000 for the Phelps side of the Village. There is no proposed change in water or sewer charges. Discussion was held on the proposed budget. Mayor Hunter explained to the Board that the increase on the Manchester side has to do with the equalization rate at 94%. This is an important factor in calculating the tax rate. The increase/decrease in the tax rates is more fairly spread when each township is at 100%. The State determines the equalization rate and it is determined by assessment amounts compared to transfer of property sales amounts as well as how current the assessments are.

**Leaf Vac Machine**

The proposed 2019-2020 budget does not include the purchase of a leaf vac machine. Trustee Blondell proposes the Village investigate purchasing brown bags and charging residents the cost only of the bags. Mayor Hunter will ask Eric Merkley to price 5,000 brown bags. The Board agreed that if the Village proceeded with purchasing brown bags, then the Village would no longer pick up leaves in plastic bags.

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

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

**SEWER DEPARTMENT:** Trustee Blondell's report was covered under correspondences.

Meeting of February 11, 2019 continued:

**ZONING & PLANNING DEPARTMENTS:** Trustee Blondell reported the following:  
**Increase in payments to ZBA and Planning Board members**

Trustee Blondell discussed with the Board increasing the pay made to Planning Board and Zoning Board members, for attendance at the regular monthly meetings. Trustee Blondell proposes this because no increase has been given to members since they started getting paid, also because preparing for the meetings is a lot of work for the chair person and because the decisions they make are important to the community. With this increase, the Village Board wants the Planning Board and Zoning Board members to understand that to remain on the Planning and Zoning Board, members they must complete the state required four hours of training annually. The Village Board prefers members obtain at least 8 hours of training per year, but is requiring that all members must complete the minimum of four hours training per year. Trustee Blondell recommends the Chair person to be paid \$100 per meeting and the members be paid \$50 per meeting, that they attend. Planning and Zoning members are paid by voucher, not thru payroll. All members present agreed with this and agreed this will begin June 1, 2019.

**FIRE DEPARTMENT:** Trustee Linsner's report was covered under privilege of the floor:

**PARK – YOUTH DEPARTMENT:** Nothing was reported.

**POLICE DEPARTMENT:** Mayor Hunter reported the following:

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

**MAYOR HUNTER REPORT:** Mayor Hunter reported was covered through- out the meeting:

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

**Appointment of Election Inspector and Poll Clerk**

Discussion was held on the appointment of elections inspectors and poll clerks. In the past the village elections have had candidates that have been endorsed at the democratic and republican caucuses. For the first time, all candidates are running on their own independent party and no caucuses were held. For this reason, the Board agreed there was not a need to appoint two people to election inspector and two people as poll clerks (one from each party).

Trustee Blondell moved that Grace Groot be appointed to the position of Election Inspectors for Election Day on March 19, 2019 and further that Doris Hunter be appointed to the position of Poll Clerk for the Election Inspector. There was no need to appoint an Election Custodian as voters will be voting by paper ballot. Trustee Linsner 2<sup>nd</sup> this motion. All members present voting AYE. Carried. (Sec. 154-116 (1) Election Law). The election inspector and the election poll clerk will be paid \$13.00 per hour.

**Transfer of Funds**

Motion was made by Trustee Linsner 2<sup>nd</sup> 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 A8020.4 | 300.00   |
| From A1990.4 to A8160.4 | 1,000.00 |
| 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 Keyes 2nd by Trustee Blondell to adjourn. All members present voting AYE. Meeting adjourned at 7:25 p.m.

Respectfully submitted,

Lori A. Reals  
Clerk/Treasurer