

**VILLAGE OF PAINTED POST
REGULAR BOARD MEETING
April 1, 2019**

The Reorganizational and Regular Meeting of the Board of Trustees for the Village of Painted Post was called to order with the Pledge of Allegiance by Mayor Foster at 7:00PM.

PRESENT: Mayor Foster, Deputy Mayor Scheidweiler, Trustee Smith, Trustee Francis, O.I.C. Officer Copp, DPW Superintendent Smith, Attorney Patrick and Clerk Names

ABSENT: Trustee Gross and Fire Chief Button

Reorganization Meeting

APPOINTMENTS SUGGESTED BY MAYOR FOSTER:

| | |
|--|---|
| Building Inspectors | Bryan Hallgren – Town of Erwin One (1) year |
| Official Newspaper | The Leader |
| Official Depositories | M & T Bank & Chemung Canal Trust |
| <u>Village Attorney</u> | Craig Patrick, Esq. |
| <u>Acting Justice</u> | Glenford L. Rose, Jr. |
| <u>Planning Board</u> Vincent Krystof - Chair Vicki Button Moira French Martha Tober Marcia Weber | <u>Term to expire</u> (5yrs) March 2024 March 2021 March 2024 March 2023 March 2021 |
| <u>Alternates</u> Art Stilwell Kathleen Scalaro | March 2021 March 2024 |
| <u>Zoning Board of Appeals</u> Chair - David Tallman Nancy Foster Elton Harris David Togni Sam Gullo Charlotte Dugan | <u>Term to expire</u> (5yrs) March 2019 * March 2024 March 2022 March 2021 March 2024 - Alternate March 2019 - Alternate |

Fire Department
Engineer/Purchasing Officer
Brian J. McCarthy

March 2020

Motion to accept assignments: Trustee Smith, seconded by Trustee Francis
All in favor: YES [x] NO []

* Must Sign Book

**VILLAGE OF PAINTED POST
2019-2020 Committee Assignments**

BOARD COMMITTEE APPOINTMENTS

Deputy Mayor

Bill Scheidweiler

Budget, Finance & Insurance

Ralph Foster*
Anne Names – Treasurer

Public Works

David Smith*
Bill Scheidweiler

Fire Department

Bob Gross
David Smith*

Grant Research/Writing

Brian Francis

Planning Board Liaison

Bill Scheidweiler

Police Department

Brian Francis*
Bob Gross

Parks & Recreation

Brian Francis

Liaison to Colonial Days

Brian Francis

* = Organizational Chair

Motion to accept assignments: Trustee Smith, seconded by Trustee Francis

All in Favor: YES [x] NO []

MINUTES: March 11, 2019 meeting were approved on a motion made by Deputy Mayor Scheidweiler, seconded by Trustee Gross and carried.

POLICE REPORT: submitted by O.I.C. Officer Copp as follows:

Traffic Arrests: Total of 48

18 Radar, 3 Moving Violations, 2 DWI Violations, 6 Suspensions/Revocations and 19 All other Violations.

Complaints: Total of 16

0 Felony, 2 Misdemeanors, 2 Violations, 1 Vehicle & Traffic, 0 CPPMS, 1 Animal, 2 Domestic, 0 Local Law Violation, 1 Stolen Property Cases, 2 Found Property Case and 5 Miscellaneous.

Assistance/Services Rendered: Total of 26

4 Citizen/Motorist, 15 AMR Ambulance Serv., 1 PP Fire Dept., 1 E.I.D. Alarms, 0 VPP Justice Court, 0 Open Door, 1 Mental Health Transports, 0 Escorts/Jail Run, 4 Vacation Property Checks, 6 Steuben Co. Sheriff, 4 NY State Police, 2 Corning Police, 0 Other Agencies, 0 DA Office, 0 Dept. of Public/Works, 0 US Government, 0 Other agencies.

Parking Tickets: Total of: 0- 2A-5A Parking Enforcement, 0 Other.

Cases Adopted/Closed: Total of 5

0 Felony, 2 Misdemeanors, 0 Drug Interdictions, 2 Violations, 1 Mental Hygiene, 0 Warrant/FOA.

Accidents: Total of 2- 0 Personal Injury, 2 Property Damage, 0 Other.

Total Calls for Service: 97

5N01 REPAIRS: Deer Damage

5N01 MILEAGE: 1,680

5N02 REPAIRS: None

5N02 MILEAGE: 361

For March 2019 the new car was picked up and the new graphics have been applied to the car, The two remaining police cars will be assigned to officers to cut down on the wear and tear on using one, The old unusable guns and ammo have been traded in/sold and have received two new usable Remington 870 Police Shotguns (the 22 rifle has not yet arrived), Uniform update is that all of the uniforms have arrived and the alterations/patches sewed on are being completed at this time, The Marked Tahoe was involved in a deer accident near the middle school, The repairs are being completed shortly just after the equipment is transferred out of that car and into the other Tahoe and the DPW are the proud new owners of the old Marked Tahoe.

Other highlights are 1 found property of an ATM card was left in the ATM machine at First Heritage and turned over to the bank the next business day, assisted Corning PD Investigator and NYSP with a warrant arrest at Burger King, assisted a Corning PD police car with air in one of the tires as they passed through the village, Domestic with a Harassment arrest, Larceny of pills with an arrest, One of the DWI arrests needed to be arraigned in the new CAP process, one property stolen from a vehicle which the owner did not want to file an official report, Another domestic with no arrest but confiscated Brass Knuckles, and 1 bad check issued for a water bill that was taken care of.

**FIRE DEPT.
REPORT:**

submitted by Assistant Fire Chief Smith as follows:

Total number of calls for the month were 7

0 False Alarms, 1 MVA/Rescues, 2 Service Call, 0 Vehicle Fire, 0 Searches, 0 Chimney Fire, 0 Structure Fire, 0 Grass/Brush Fires, 0 Hazardous Conditions, 0 Vehicles Leaking Gas, 0 Storm Flooding, 0 C.O./Fire Alarm Activation, 3 Mutual Aid Fires, 0 Mutual Aid MVA, 0 Searches, 0 Mutual Aid Medical and 1 Mutual Aid AMR.

Total in Service Hours: 115

Average Fire Fighters Per Call: 11

Training Hours – 0

Training Course Hours - 0

Training Certifications: 0

Total in Service Hours to Date: 502

Total Number of Calls to date for the Year – 32

No Major Repairs to Fire Equipment –

Injuries – No injuries reported

Chief 2800 – Button responded to 71% of the calls for the month.

Chief 2801 – Smith responded to 71% of the calls for the month.

Chief 2802 – McCarthy responded to 43% of the calls for the month.

Two chiefs obtained fuel – 77.9 gallons.

Monthly department training consisted of driver training/apparatus operation and ground ladder placements.

No Town of Erwin Fire Council meeting held.

The Department attended Corning area Chiefs meeting held @ Gibson FD.

The Department attended several appreciation banquets.

The Department held our annual fire department appreciation banquet.

DPW REPORT: submitted by Superintendent Smith as follows:

Water Treatment and Distribution System

- Water levels at wells are good: **Well # 4 – ??'**, **Well # 3 – ??'** & **Well # 2 – ??'** of water above the pump.
- Trans-loading Facility operations. Hauled ZERO Gallons for the month.
- Crew Completed quarterly water meter readings.
- Crew replaced leak steel water service line @ 344 Brewster St.
- Water service to 349 N. Hamilton turned off. Service leaks on owner's side of the shutoff valve.
- Crew repaired/replaced water meters throughout the Village.
- Annual fire extinguisher inspection and service completed.
- Flushed water services @ 145 and 240 Charles St.
- Crew assisted Village of Riverside with replacement of water service shutoff valve.

Sanitary Sewer Treatment and Collection System

- Crew completed monthly jet cleaning of problem areas of the sanitary sewer collection system.
- Sludge pressing operations resumed @ the WWTP.
- NYSDEC performed performance inspection @ the WWTP.
- Two crew members called in to jet clean sanitary sewer along N. Hamilton from Veterans Drive to E. High St.
- Crew jet cleaned sanitary sewer along store fronts in big parking lot.
- Annual fire extinguisher inspection and service completed.
- Crew assisted Village of Riverside with confined space permit entry at their sanitary pumping station.

Village Streets and Walkways

- Crew picked up leaves and brush on several occasions.
- Crew sanded streets and salted walkways on several occasions.
- Crew mixed salt and sand for snow removal operations.
- Crew began spring sweeping of streets and parking lots.
- Received 74 tons of road salt for snow removal operations.
- Replaced storm sewer MH frame and cover @ Hamilton Street entrance to McDonalds.
- Crew assisted the NYSDOT under shared service with cleaning of storm CB @ Victory Highway & W. Hill.

Buildings and Grounds

- Hauled weekly trash from Village facilities.
- Crew held weekly safety meetings and equipment checks.
- Crew repaired exterior lighting around Indian Statue.
- Crew began spring cleanup of parks and BLVD's.
- Crew trimmed and removed trees throughout the Village.
- Crew continued repairs, renovation and repainting of picnic tables and trash containers.
- Annual fire extinguisher inspection and service completed.

Equipment Maintenance

- Performed maintenance and repairs on DPW, FD and PD equipment.
- Serviced and repaired equipment.

Village Cemeteries

- Three burials for the month.

Community Service

- Received 0 hours of Painted Post Court ordered community service was received for the month.

FINANCIAL/BUDGET

REPORT: Water/Sewer and Trust & Agency have both been reconciled with the bank statements.

CLERKS REPORT: submitted by Clerk Names as follows:

All accounting is current and balanced to date. Monthly reports for the general fund have been reconciled with the bank statement and been provided to the mayor, board members and department heads. Water/Sewer and Trust and Agency have not due to the April 1st meeting.

Mayor Foster and I have been working on the budget numbers throughout the month. One budget workshop was held on Friday, March 15th at 3:30 pm. No village residents were in attendance. A public hearing has been scheduled for April 1, 2018 at 6:30pm to present the budget to the public before the regular board meeting takes place at 7:00pm.

I have completed and submitted the “Pre-budget Constitutional Tax Limit” report, the US Census Quarterly report, Life Benefits Solutions Insurance report and the yearend PERMA (WC) report.

I attended both the Planning Board and Zoning Board of Appeals meeting in March and sworn in Nancy Foster as a permanent member of the ZBA and Sam Gullo as an alternate member of the ZBA both for five year terms.

Water and sewer readings for the 1st quarter have been completed and the readings have been downloaded. Preliminary reports have been run which I am currently reviewing.

**PLANNING
BOARD:**

Meeting was called to order at 5:25 PM by Vincent Krystof, Planning Board Chair.

Motion: *To approve the minutes from 2/6/2019 as circulated.*

Motion made by: Vickie Button, seconded by: Martha Tober and *Carried*.

NEW BUSINESS:

1. Discussion of Planning & Zoning Packets for New Development:

Stephanie Yezzi discussed the idea of providing a “new development” packet to applicants that includes all required paperwork. Anne Names, Village Clerk, and Bryan Hallgren, Code Enforcement Officer, will meet with Stephanie to discuss processes and the types of information needed for each application. This will help eliminate confusion for applicants, and consistently provide good information that will speed up the application process.

The cover page of the packet was reviewed and included key contact information for the Village Clerk, Anne Names, Code Enforcement Officer, Bryan Hallgren, and Planning Consultant, Stephanie Yezzi. The page described processes for Site Plan Approval and obtaining Special Use Permits. Some information on the State Environmental Quality Review Act (SEQRA) was also included. Once updated with Planning Board suggestions, Stephanie will meet with the other contacts to review processes and implement use of the packets.

Kathleen Scalaro was sworn in, by Clerk Names, as a new alternate Planning Board Member for a term of 5 years

2. New Zoning Law Impacts on Planning Board Processes:

Stephanie stated that the processes will change once the new Zoning Law is adopted. The Planning Board will no longer approve Site Plans and will only be responsible for uses listed as Special Uses. Previous uses requiring a Site Plan were either changed to Permitted Uses or Special Uses.

OLD BUSINESS:

1. Discussion of ZBA Meeting Held

The ZBA met at 5:00 PM to discuss the variance application for parking at 126 W Chemung Street. The ZBA approved the variance application for D & R Cleaning to maintain parking for 5 vehicles instead of 26 required by the Zoning Law. As a condition, D & R Cleaning shall come before the Planning Board and ZBA when leasing space or creating new parking. D & R Cleaning also stated that the shed is being removed from the property and offered to house on the corner. The garage/shed may not fit on the property.

CORRESPONDENCE:

Dr. Marzo’s Property Sold

Anne stated that Dr. Marzo’s property was recently sold as a residence. The new owners plan to add a kitchen and any additional work to convert the property back to a residential space.

Next meeting will be held, Wednesday, April 3, 2019 and applications are due by Tuesday.

March 19, 2019.

Motion to adjourn was made by Vickie Button, seconded by Martha Tober at 6:00 pm.

NEW BUSINESS:

1. BE IT RESOLVED, that the Village Board adopts a Resolution allowing the Clerk-Treasurer to add any unpaid water/sewer bills and property clean-up charges as a re-levy on the 2019-2020 Village Taxes.

I, Trustee Smith, move to adopt the above resolution.

2. FD needs permission to allow the children to ride on the fire trucks in the Memorial Day parade in May.

Motion to approve made Deputy Mayor Scheidweiler, seconded by Trustee Smith and carried.

3. The Village Board approved the signing of the NYSEG Agreement to convert our street lights to LED 3,000 Lumen Cobra Heads on a motion made by Trustee Francis, seconded by Trustee Smith and carried.

4. BE IT RESOLVED, that the Village of Painted Post authorizes the budget modification for account A1325.1 (clerk equipment) in the amount of \$1,600 and A1325.1 (salary) in the amount of \$780.50 from A1430.1 (office personnel).

I, Deputy Mayor Trustee Francis move to adopt the above resolution.

5. After holding a public hearing for the 2019-2020 budget and with no objections from the public, the Village Board passed the 2019 – 2020 village budget with the tax levy being \$1,076,044 resulting in a tax rate of 12.2158 per \$1,000 on a motion made by Trustee Francis and seconded Trustee Smith.

The motion was carried: 3 Yea and 1 Nay

**SUSPEND ORDER
OF BUSINESS:**

Motion made by Trustee Smith seconded by Trustee Francis and carried.

**PUBLIC
COMMENTS:**

Nancy Foster of 497 N Hamilton St. stated that she had been informed that the installation of the new lights would be outsourced by NYSEG.

Emily Northrup of 582 W. High St. stated that she very much liked our new police vehicle. She also asked how much the tax increase would be. Mayor Foster stated that a home worth \$100,000 would pay 13.78 more in taxes.

RESUME ORDER

OF BUSINESS: Motion made by Deputy Mayor Scheidweiler, 2nd by Trustee Francis and carried.

TRUSTEE

COMMENTS: Mayor Foster thanked the fire department for their yearly banquet.

AUTHORIZATION: to pay audited bills for the Village on a motion made by Trustee Francis, seconded by Trustee Smith and carried.

| | <u>Abstract #20 (Mar)</u> | <u>Voucher #</u> | <u>Abstract #21(Apr.)</u> | <u>Voucher #</u> |
|---------------------|---------------------------|------------------|---------------------------|------------------|
| General Fund: | \$ 4,589.83 | 541 - 544 | \$ 19,651.56 | 545 - 581 |
| Water Fund: | \$13,159.85 | - 233 | \$ 1,573.73 | 234 - 248 |
| Sewer Fund: | <u>\$.00</u> | --- | <u>\$ 2,697.42</u> | 235 - 245 |
| TOTALS: | \$17,749.68 | | \$ 23,832.71 | |
| GRAND TOTAL: | \$ 41,582.36 | | | |

MOTION to adjourn meeting was made by Trustee Francis, seconded by Trustee Smith and carried at 7:38pm.

Respectfully submitted by
Anne Names, Clerk-Treasurer