

## REGULAR VILLAGE BOARD MEETING

**March 11, 2024****7:00 PM**

The Regular Meeting of the Board of Trustees for the Village of Painted Post was called to order by Mayor Foster 7:00 PM.

**PRESENT:** Mayor Foster, Deputy Mayor Manning, Trustee Elsey, Trustee Ferree, Trustee Lecher, OIC Copp, Fire Chief Button, DPW Superintendent Smith, Attorney Patrick and Clerk Names.

**ABSENT:** None

**MINUTES:** of the February 12, 2024 meetings were approved with a motion made by Trustee Elsey, seconded by Trustee Lecher and carried

**POLICE REPORT:** February report submitted by OIC Copp as follows:

Traffic Arrests: Total of 0

0 Radar, 0 Moving Violations, 0 DWI Violations, 0 Suspensions/Revocations, 0 All Other.

Complaints: Total of 50

2 Felony, 4 Misdemeanors, 3 Violations, 6 Vehicle & Traffic, 3 CPPMS, 3 Animal, 1 Domestic, 1 Local Law Violation, 0 Stolen Property Cases, 1 Found Property Cases, 26 Miscellaneous, 0 Syringes and 0 Pause Investigations.

Assistance/Services Rendered: Total of 44

18 Citizen/Motorist, 6 AMR., 2 PP Fire Dept., 2 E.I.D. Alarms, 0 Missing Persons, 1 Open Door, 0 Mental Health Transports, 7 Check the Welfare, 0 Vacation Property Checks, 2 Steuben Co. Sheriff, 2 NY State Police, 1 Corning Police, 0 Other Agencies, 0 DA Office, 1 Dept. of Pubic/Works, 1 US Government, 1 Other agencies.

Parking Tickets: Total of: 34

34 for 12am to 6am Parking Enforcement, 0 Other.

Cases Adopted/Closed: Total of – 11

2 Felony, 4 Misdemeanors, 0 Drug Interdiction, 3 Violations, 0 Mental Health, 2 Warrant/FOA.

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

Total Calls for Service: 105

5N01 MILEAGE: 155 Miles - with Oil Change

5N02 MILEAGE: 571 Miles – New Tires

**FIRE DEPT.  
REPORT:**

February submitted by Fire Chief Button as follows:

Total number of calls for the month was 15

0 False Alarms, 2 MVA/Rescues, 0 Service Calls, 0 Vehicle Fires, 0 Searches, 0 Chimney Fires, 1 Structure Fires, 0 Grass/Brush/Wood Fires, 0 Hazardous Conditions, 0 Vehicles Leaking Gas, 0 Hazmat, 0 Storm/Flooding, 5 C.O./Fire Alarm Activation, 2 Mutual Aid Fire, 0 Mutual Aid MVA, 5 Mutual Aid AMR

Total in Service Hours: 156.5

Average Fire Fighters Per Call: 13

Training Certifications: 0

In Service Hours to Date: 338.5

Total Number of Calls to date for the Year – 26

No major repairs to the Fire equipment and no reported injuries.

Chief 2800 –J. Button responded to 60% of the calls for the month.

Chief 2801 –L. Smith responded to 87% of the calls for the month.

Chief 2802 –D. Smith responded to 87% of the calls for the month.

Fuel Usage: Gas – 69.6 gallons Diesel – 21.8 gallons

Monthly training consisted of radio communications and SCBA donning and doffing drills.

Department performed monthly apparatus and equipment checks.

Colden completed quarterly apparatus checks and service

Department was awarded a grant to place AED units.

**DPW REPORT:** February 2024 report submitted by Superintendent Smith as follows:

**Water Treatment and Distribution System**

Water levels at wells are at: **Well # 2 – 43’, Well # 3 – 28’ & Well # 4 – 44’** of water above the pump.

Trans-loading Facility operations. Measured 0 Gallons for the month.

Water service at 340 E. High St and 524/526 W. Chemung St turned off as requested by owner.

Water service @ 577 W. High and 308 W. Water turned off. Leak on owner’s side.

Crew performed water system operations for the Village of Riverside

Crew flushed water service at 109 West Hill Terrace.

Crew repaired and replaced water meters throughout the Village.

Crew conducted a leak survey throughout the Village of Painted Post & Riverside systems.

Crew hand delivered lead and copper service line survey letter to all water customers within the Village.

Crew attended Water training held in the City of Hornell.

**Sanitary Sewer Treatment and Collection System**

Crew completed monthly jet cleaning of problem areas of the sanitary sewer collection system.

Existing generator failed at the WWTP. Rental unit in place until repairs are complete.

Crew jet cleaned sewers throughout the Village.

Crew performed sewer system operations for the Village of Riverside.

Crew continued sludge pressing operations at the WWTP.

Covid-19 sampling for the state continues at the WWTP.

Two employees continue WWTP Operator training under the NYS Rural Water apprenticeship program.

**Village Streets and Walkways**

Crew picked up of leaves and brush.

Crew sanded streets and salted walkways on several occasions.

Crew filled pot holes throughout the Village of Painted Post & Riverside.

Crew installed new street light at the intersection of N. Hamilton and W Water Street.

Crew swept streets

**Buildings and Grounds**

Crew hauled weekly trash from Village facilities.

Crew performed weekly equipment safety checks.

Crew completed repairs and painting of picnic tables.

Crew began repairs and building trash containers

Crew began blowing out (cleaning) uptown parks.

Crew performed repairs and improvements at the Village Hall Facility.

**Equipment Maintenance**

Performed maintenance and repairs on DPW, FD and PD equipment.

Serviced and cleaned equipment.

Battery disconnect switches installed on 02 dump truck and 08 dump truck as required by NYMIR.

Bucket truck has been taken out of service for repairs. Blown head gasket

**Village Cemeteries**

One burial for the month.

Crew top soiled graves.

Water turned off at both cemeteries.

**Village DPW**

Crew continues additional services for the Village of Riverside.

**FINANCIAL/**

**BUDGET REPORT:** No Changes

**CLERKS REORT:** All accounting is current and balanced with our accounting system and bank statements. February monthly reports have been provided to the board members and department heads.

Over 100 water and sewer late notices were prepared and mailed out.

I began working of the 2024-25 Village budget.

The Absentee Ballots for the March 19 Village election were prepared and mailed out.

I attended the pre-ZBA/Planning board meeting and then the regular Planning Board meeting.

Multiple tax searches were completed for properties selling in the village.

I began the process for gold certification for the NYS Retirement System.

## PLANNING BOARD

REPORT: ATTENDANCE: Tom Chapman Chair, Vickie Button, Scott Swimley, Hannah Waschezyn Secretary, Marth Tober (resigned)  
[Alternate: vacant] [Alternate: vacant]  
Britany Elsey Trustee, Liaison to Planning Board, Anne Names Clerk  
Excused Brian Toy STC Consultant,  
Kevin McDonough MAC Sign Systems', Elton Harris ZBA Chair

## MINUTES

Summary: an attendee shared details of a plan to apply for a variance from the ZBA, the Planning Board moved to recommend approval of the variance to the ZBA, moved to add a public comment period to the meetings, and discussed best practices for meeting methods.

1. Called to Order: 5:15 PM

2. Reviewed Agenda

a. MOTION to add agenda item for public comment to this month's agenda:

Motion by: Vickie Button. Seconded by: Scott Swimley, Vote: Carried unanimously.

3. Heard About Sign Variance Application

MAC Sign Systems' President, Kevin McDonough (based out of Scranton), attended at the suggestion of CEO Brian Hallgren in order to present the project: sign installation for Siemens Energy facility. The project is seeking a variance of an additional 254 ft to the Zoning Code specified a maximum size 240 sf from the Zoning Board of Appeals (ZBA). The Planning Board will not be voting on this project, though it can provide a recommendation to the ZBA.

Description while Planning Board reviewed provided packet:

- Sign on backer panel for stability
- United Laboratories approved
- Electrical inside the building (Siemens responsibility)
- Would not interfere with traffic flow or shine onto neighboring properties
- Proportional to building and readable
- Standards would suggest 80"-letters
- Colors of company are not bright, though they are dimmable LED

MOTION to recommend the ZBA approve the variance as requested in application dated 12/21/2023.

Motion by: Scott Swimley, Seconded by: Vickie Button Vote: Carried unanimously.

#### 4. MOTION TO APPROVE MINUTES

a. 12/6/2023 Meeting Minutes:

Motion by: Scott Swimley, Seconded by: Vickie Button, Vote: Carried unanimously.

#### 5. Old Business: none

#### 6. New Business:

a. Discussed best practices:

i. MOTION to add a public comment period to agenda format before Old/New Business with a default time limit of three (3) minutes.

Motion by: Hannah, Seconded by: Scott Discussed. Carried unanimously.

ii. Discussed board roles and responsibilities:

a. Chair:

i. Run meeting (walk board through agenda)

ii. Decide whether a meeting is needed

iii. Pay attention to whether or not a quorum will be present at the meeting.

iv. Communicate with Village Clerk for news of applications

b. Vice-Chair:

i. Stays informed and prepared in the potential absence of the Chair

c. Secretary:

i. Write and share agenda

ii. Write and submit minutes to Planning Board members and Village Clerk

d. Planning Consultant (along with contract):

i. Support Chair of Planning Board

ii. Reinforce understandings of procedure and projects

iii. Advise Planning Board on best practices

iv. Recommend trainings

iii. Discussed recruiting new members:

1. Village Clerk receiving requests, responding with application, and receiving applications and forwards to Planning Board and Planning Consultant

2. Invite prior applicants (if applicable)

3. Promote application period:

a. Word of mouth

b. Announce at Village Board and Planning Board meetings

c. Website/Facebook

4. Hold interviews

5. Planning Board makes a recommendation to Mayor and Village Board

6. Resumes welcome

iv. Hannah gave a reminder about communications:

1. A quorum of Planning Board members discussing business which would be on the agenda is considered a public meeting, requiring public notice. Best practice is for any board communications outside of meetings to be about meeting times, locations, and materials. We're doing this well; let's keep it up!

7. Next Meeting: Wednesday, March 6th, 2024 5:15 PM at Village Hall

8. MOTION TO ADJOURN: 6:17 PM

Motion by: Vickie Button, seconded by: Hannah Waschezyn Vote: Carried unanimously.

**Old Business:**

None

**New Business:**

1. Village Board approved the "Shared Services Agreement" between NYSDOT and the Village of Painted Post. Superintendent Smith explained the shared services agreement which is renewed every 4 years.

Motion to approve made by: Deputy Mayor Manning, 2<sup>nd</sup> by Trustee Ferree and carried.

<u>All in favor:</u>	<u>AYES</u>	<u>NAYS</u>
Mayor Foster	x	
Trustee Manning	x	
Trustee Ferree	x	
Trustee Lecher	x	
Trustee Elsey	x	

2. The Village of Painted Post to approve the Steuben County Department of Public Works Shared Service Mutual Aid Agreement for: Public Works Projects, Equipment, Maintenance and Materials.

WHEREAS, Pursuant to General Municipal Law Section 119, local governments are authorized to enter into municipal agreements to share resources in the performance of their respective functions.

*RESOLVED*, That the Village of Painted Post along with Steuben County and any, or all municipalities within Steuben County will enter into a "mutual aid" agreement for public works projects and maintenance.

Motion to approve made by Trustee Ferree, 2<sup>nd</sup> by Trustee Elsey and carried.

<u>All in favor:</u>	<u>AYES</u>	<u>NAYS</u>
Mayor Foster	x	
Trustee Manning	x	
Trustee Ferree	x	
Trustee Lecher	x	
Trustee Elsey	x	

3. In order for the Village of Painted Post and the Town of Erwin to dissolve the Erwin Painted Post Board of Health the Village must pass the following resolution:

*Resolution* to appoint the Village of Painted Post as the Village of Painted Post Board of Health.

Motion to approve made by Trustee Ferree, 2<sup>nd</sup> by Trustee Lecher and carried.

<u>All in Favor:</u>	<u>AYES</u>	<u>NAYS</u>
Mayor Foster	x	
Trustee Manning	x	
Trustee Ferree	x	
Trustee Lecher	x	
Trustee Elsey	x	

4. Further, the Village of Painted Post passed the following:

*Resolution* in accordance with PHL §320 (3) to share the Town of Erwin Local Health Officer.

Motion to approve made by Deputy Mayor Manning, 2<sup>nd</sup> by Trustee Elsey and carried.

<u>All in Favor:</u>	<u>AYES</u>	<u>NAYS</u>
Mayor Foster	x	
Trustee Manning	x	
Trustee Ferree	x	
Trustee Lecher	x	
Trustee Elsey	x	

5. The Village to hold a budget workshop on March 19, 2024 at 4:30 pm

6. Reminder that the Village Elections for the position of two trustees will be held next Tuesday on March 19, 2024 from 12:00 pm to 9:00 pm.

#### SUSPEND ORDER OF BUSINESS:

Motion made by Trustee Elsey, 2<sup>nd</sup> by Trustee Lecher and carried by all.

#### PUBLIC COMMENTS:

Emily Nortrup of 582 W. High St. asked what the new Village of Painted Post Health Board was all about.

Dave Peris of 504 W High asked if the Village was planning to buy any store owner out in Village Square and put in apartments.

Edward Franklin of 411 N Hamilton St. spoke about the upcoming elections and thanked Trustee Ferree for his time as a board member.

#### RESUME ORDER

OF BUSINESS: Motion made by Trustee Elsey, 2<sup>nd</sup> Deputy Mayor Manning and carried.

#### TRUSTEE

COMMENTS: Attorney Patrick stated that an executive session needed to be held.

Trustee Elsey reiterated that everyone should come out to vote on 3/19/24.

Trustee Lecher stated that the Village needs to continue to watch our money and how it is spent.

Trustee Ferree thanked the Mayor, Clerk & DPW Superintendent for teaching him about the inner working of the Village and thanked the Village for his time as a Trustee.

Deputy Mayor Manning again spoke about the upcoming elections and also that the spring events are coming together. He also stated that the first movie night/ice cream social is scheduled for Friday night, 8/16/24.

AUTHORIZATION: to pay audited bills for the Village on a motion made by Trustee Ferree and seconded by Trustee Elsey and passed.

	<u>Abstract #14 (Mar)</u>	<u>Voucher #</u>	<u>Abstract #</u>	<u>Voucher #</u>
General Fund:	\$ 100,880.30	414-461		
Water Fund:	\$ 6,630.67	203 - 224		
Sewer Fund:	\$ 9,883.19	204 - 223		
TOTALS:	\$ 117,394.16			

**GRAND TOTAL: \$ 117,394.16**

Meeting was suspended at 7:34pm at the request of Attorney Patrick to go into executive session to discuss a current litigation issue.

Regular meeting was resumed at 7:45 and a motion to amend the reimbursement agreement to the Village was approved by Trustee Ferree and seconded by Deputy Mayor Manning.

A motion to adjourn was made by Trustee Ferree and seconded by Deputy Mayor Manning at 7:47 pm and carried.

Respectfully submitted by Anne Names, Clerk-Treasurer