

# VILLAGE OF SAVONA

15 McCoy Street  
Savona, NY 14879

**MAYOR** - Brian C. Scott

**TRUSTEES** - Mary Finch  
Tina Carson  
Carl Peters Jr.  
Chris McCann

Minutes for September 17, 2020

The public hearing meeting of the Board of Trustees was called to order at 6:04 PM at the Village Hall on the above date by Mayor Brian Scott.

**PRESENT:** Mayor Brian Scott, Trustees: Mary Finch, Chris McCann (Until after Mayor's board report), Tina Carson, Carl Peters Jr.

**ALSO PRESENT:** VCT Heather Swarthout, Kyle Fitzpatrick, Justice Mike Horton, Lori DeWert, Ken DeWert, Carl Tuttle

Mayor Scott led the Pledge to the Flag.

## **PUBLIC SPEAKERS:**

Mayor Scott opened the floor to public speakers at 6:03 PM.

Kyle Fitzpatrick spoke in regards to the Veteran's Board out front of the Village Hall. He is requesting a list of names that need to go on the board and for the Village to send out a letter to the residents to see if others would like to be added to the board. More information on the war that they were in is requested as well. Kyle is also requesting input on what design and art the Village would like put on the board. He is working with Mike Horton with the metal dumpster outside of the Wave Station to put the money towards the Veteran's Board. The board will be created out of vinyl and on a corkboard with a metal frame around it to be weather proof. It will cost around \$600 to make the board through Multimedia.

Mayor Scott closed the floor to public speakers at 6:07 PM.

## **TREASURER'S REPORT:**

**Resolution #1:** Mayor Scott requested a motion to approve the July 2020 Treasurer's Report.

Motion 1: Trustee Finch

Motion 2: Trustee Peters J.

All in favor:

Yea = Trustee Finch, Trustee Carson, Trustee Peters Jr.

No = 0

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Absent = Trustee McCann

**Resolution #2:** Mayor Scott requested a motion to approve the August 2020 Treasurer's Report.

Motion 1: Trustee Peters Jr.

Motion 2: Trustee Carson

All in favor:

Yea = Trustee Finch, Trustee Carson, Trustee Peters Jr.

No = 0

Absent = Trustee McCann

## MINUTES:

**Resolution #3** Mayor Scott requested a motion to approve the August 20, 2020 Regular Board Meeting Minutes.

Motion 1: Trustee Finch

Motion 2: Trustee Peters Jr.

All in favor:

Yea = Trustee Finch, Trustee Carson, Trustee Peters Jr.

No = 0

Absent = Trustee McCann

## BOARD REPORTS:

### **Trustee Mary Finch –**

- Library did their walk-through story.
- Bingo last week was cancelled and tonight due to weather.
- Compliments on fixing the pot holes

### **Trustee Tina Carson –**

- Also received compliments on the pot holes being fixed on West Lamoka and Grove street.
- No change on the lights, has not contacted NYSEG this month. 5 lights are still out.
- Parents have asked about Halloween and if there is a game plan. Halloween is continuing unless something changes. No back up plan yet in case something changes.
- Suggestion of a small parade around the hall and fire department if Halloween does not happen.

### **Trustee Carl Peters Jr. –**

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- Fire Department Applications are in the correct process needed for them to be approved correctly for the Village insurance.
- Dalrymple Pit discussion – Spoke with an employee and was told that Hank Dalrymple is no longer involved with the Savona area and was bought out by his brother. Looking to start correspondence with Dalrymple if the Village Board agrees. This is a good way to expand our Village taxes and revenue sharing.
- Bees down at the park are being looked at and will be taken care of.

## **Mayor Scott –**

- **ROAD REPAIR**
  - Quotes to fix intersection of W. Lamoke Ave. and Eagle Valley/Grove Street
    - Quotes submitted to Crestwood Energy
      - Quotes provided
      - Austin Construction \$35,900.00
      - Christy Paving \$36,035.00
- **COOTS CONCRETE**
  - Coots Concrete donated over \$1,800.00 in crushed item 4 gravel to the village which was used for shoulder repair on Church Street.
- **NYCOM TRAINING**
  - September 22<sup>nd</sup>-24<sup>th</sup>
    - Office will be closed
- **FIRE DEPARTMENT APPLICATIONS**
  - Talked with Kayla from Sprague Insurance
    - Applications should be approved by the Village Board first. Once the board approves the application and is in the meeting minutes, applicant is then covered by insurance.
    - Fire department then votes on application. The fire department by-laws should dictate the process used to train applicant.
  - Insurance is based on a yearly membership provided by the FD. New members are covered however.
- **FIRE HYDRANT HIT ON CENTER STREET**
  - Accident investigated by NYSP
  - Claim submitted to Progressive
    - Project Planner
- **WATER METER REPLACEMENT**
  - To date 26 have been replaced
    - 19 remaining
    - 4 called and confirmed to be home but would not answer the door for Doug.
    - Project Planner (attached)
  - 72 replacement meters have been ordered
    - Total cost \$13,327.06
    - Estimated ship date 10/5/2020
    - Funds will come from water reserves

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- **BUILDING MAINTENANCE**
  - Per Keeler Services: Toilet in woman's restroom needs replacing
    - Should consider doing Men's restroom at the same time
  - Painting
    - Restrooms
    - Meeting Hall
    - Exterior of Village Hall
    - Ceilings
    - Outside doors in back of Village Hall
  - Fixing steps by back door and replacing boards as needed on ramp. Discussed during meeting having the ramp and steps replaced by all-weather material.
  - Resurfacing front steps
  - Maintenance Employee: An ad will be placed in the paper
- **VILLAGE CLERKS OFFICE CLOSED**
  - Vacation
    - October 7-9
  - Accounting Training
    - October 27-29
    - November 17-18
- **MEETING WITH STEUBEN COUNTY PERSONNEL**
  - Met with Ryan Carbone
  - Update yearly salary increases
    - RPC needed for each increase
  - Payroll Certification
    - Only County approved titles accepted
    - Updated information with Wheat & Fitzpatrick
- **HERO BANNERS**
  - Proofs need to be approved
  - NYSEG pole approval
  - Verizon pole approval
- **VOUCHERS**
  - #103 - CSCSD Taxes
    - McCoy Street Property
    - \$824.39 will be deducted from last quarter legal fee bill
  - #107 NYS Department of Labor
    - Disputing charge of \$17.34
- **EMPLOYEE HANDBOOK UPDATE**
  - Mileage Reimbursement Policy and Credit Card Agreement updated
  - Will start on Handbook next
- **VILLAGE ELECTION**
  - Congratulations Carl, Chris and Mike
  - Elected Officials sign oath book/Organizational Meeting
    - Schedule meeting date **PURPOSED** Tuesday 9/22/2020

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- POLICE TICKETS
  - 6 Tickets have been written on Grove Street
- VILLAGE CALENDAR (attached)
- COMMUNICATION
  - Jack Spaulding
    - 81 Main Street
  - Gary Archambeault
    - NYSE&G Street light conversion
  - Terry Rice/Keith Ford/Daub's Thompson
    - Crestwood
    - W. Lamoka Street repair
  - Bob VanDelinder
    - Empire Cable
    - Looking to have network complete by November
  - Ron Smith Town of Bath
    - Ditch cleaning on South Street

## DEPARTMENT REPORTS:

### **Fire Department - for August 2020**

MVC	2
Hazardous Conditions	1
Mutual Aide	9
Smoke Investigation	1
EMS	12
Structure Fire	1
Automatic Alarm	1
Landing Zone	1

Total Calls	28
Calls to date	208

Average Response Time	4.75 minutes
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Received mutual aide from Campbell: 5

Received mutual aide for 8/13/2020 Structure Fire:

Bath, Bath VA, Campbell, Painted Post, Corning Join Fire District,  
Hammondsport & Bradford

Mutual Aide Given	9
	(Campbell - 7, Thurston - 2)

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Calls in Town	7
Calls in Village	11

**Court** report for August 2020:

Report:	\$5,876.50
Closed Cases:	29
Received Cases:	82

**Code Enforcement Officer** – August 2020

List of Building Permits submitted to board

**Water Department** - No report submitted

**Animal Control** - No report submitted

**Town of Bath** – No report submitted

**OLD BUSINESS:**

TAX COLLECTION REPORT

31 unpaid in the amount of \$15,462.45  
276 paid in amount of \$183,114.23

**NEW BUSINESS:**

RETENTION AND DISPOSITION SCHEDULE LGS-1

**Resolution #4** MODEL RESOLUTION RESOLVED, By the Village of Savona the Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A: (a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Recods (LGS-1), after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

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Mayor Scott requested a motion to approve the Retention and Disposition Schedule LGS-1 resolution.

Motion 1: Trustee McCann

Motion 2: Trustee Peters Jr.

All in favor:

Yea = Trustee Finch, Trustee Carson, Trustee Peters Jr., Trustee McCann

No = 0

Absent = 0

## JILL SMITH PAVILION

Discussion in regards to the bees at the Park Pavilion to where both Linda Pecore and Jill Smith had difficulty. Garbage was left behind due to the bees swarming. The board decided to refund both Linda Pecore and Jill Smith half of the \$80 fee (\$40) to rent the Pavilion and Kitchen and give them both their \$50 deposit back.

**Resolution #5** Mayor Scott requested a motion to refund Linda Pecore \$40 and Jill Smith \$40.

Motion 1: Trustee McCann

Motion 2: Trustee Peters Jr.

All in favor:

Yea = Trustee Finch, Trustee Carson, Trustee Peters Jr., Trustee McCann

No = 0

Absent = 0

## PUBLIC HEARING FOR RESERVE FUND

There will be a public hearing on October 15, 2020 at 5:45 PM before the regular monthly board meeting in regards to moving \$13,327.06 from Fund Balance and into the Water Repair Reserve, and paying \$13,327.06 from the Water Repair Reserve for the new water meter readers.

**Resolution #6** Mayor Scott requested a motion to have a public hearing for the Water Repair Reserve on October 15, 2020 at 5:45 PM.

Motion 1: Trustee McCann

Motion 2: Trustee Finch

All in favor:

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Yea = Trustee Finch, Trustee Carson, Trustee Peters Jr., Trustee McCann

No = 0

Absent = 0

## ORGANIZATIONAL MEETING

The Village Board yearly Organizational Meeting will be held on September 22, 2020 at 6:00 PM.

## LEAF PICK UP

The board chose Friday October 23 and Friday November 6, 2020 for leaf and brush pick up day.

## BUDGET MODIFICATIONS:

**Resolution #7:** Mayor Scott requested a motion to approve the following budget modifications:

A917 - \$175.00 to A1450.1 for Election Inspectors due to Elections being moved into current budget year.

A917 - \$26.75 to A1450.4 for Poll Book purchase from the Board of Elections for same reason.

Motion 1: Trustee Peters Jr.

Motion 2: Trustee McCann

All in favor:

Yea = Trustee Finch, Trustee Carson, Trustee Peters Jr., Trustee McCann

No = 0

Absent = 0

## BILLS

**Resolution #8** was requested by Mayor Scott to approve the bills for Abstract #004, dated September 17, 2020, General fund totaling \$14,413.07 and Water fund totaling \$2,089.67 for a total of \$16,502.74.

Motion 1: Trustee McCann

Motion 2: Trustee Finch



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All in favor:

Yea = Trustee Finch, Trustee Carson, Trustee Peters Jr., Trustee McCann

No = 0

Absent = 0

## EXECUTIVE SESSION:

Mayor Scott requested a motion to exit out of the regular board meeting into executive session in regards to fire department applications:

Motion 1: Trustee McCann

Motion 2: Trustee Peters Jr.

Mayor Scott requested a motion to enter into executive session at 7:21 pm.

Motion 1: Trustee Peters Jr.

Motion 2: Trustee McCann

Mayor Scott requested a motion to exit out of executive session:

Motion 1: Trustee Peters Jr.

Motion 2: Trustee Carson

Mayor Scott requested a motion to enter into the regular board meeting at 7:25 pm.

Motion 1: Trustee Finch

Motion 2: Trustee McCann

Mayor Scott requested a motion to approve the fire department application for Pat Skinner.

Motion 1: Trustee Finch

Motion 2: Trustee Carson

All in favor:

Yea = Trustee Finch, Trustee Carson, Trustee Peters Jr., Trustee McCann

No = 0

Absent = 0

## ADJOURNMENT

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Mayor Scott requested a motion to close the regular board meeting at 7:28 PM.

Motion 1: Trustee McCann

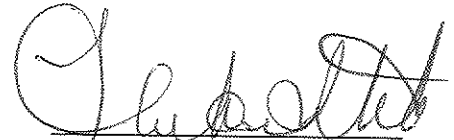
Motion 2: Trustee Peters Jr.

All in favor:

Yea = Trustee Finch, Trustee Carson, Trustee Peters Jr., Trustee McCann

No = 0

Absent = 0



Heather M. Swarhout  
VCT