

Regular meeting of the Board of Trustees of the Village of Newark Valley was held Tuesday evening, **April 13, 2021** at 6:30 PM in the Noble Room of the Municipal Building at 9 Park Street, Newark Valley.

Present were:

Mayor	James Tornatore
Deputy Mayor	Cliff Alexander
Trustees	Michael Reynolds
	Scott Parmelee
	John Tomazin
DPW MEO	Matt Seamans
Clerk/Treasurer	Pam Benthin

MINUTES:

Minutes were read and approved as presented from February 2021 with a motion by Trustee Parmelee, seconded by Trustee Tomazin. Carried.

FINANCIAL REPORT:

Discussed as presented.
Reconciled as of March 31, 2021.

BILLS:

Presented. Approved in the amount of \$36,173.57, from abstract number 04-22, 05-22 and 06-22 with a Motion by Deputy Mayor Alexander, seconded by Trustee Tomazin. Trustee Reynolds abstained from signing voucher #9110626 for Coughlin & Gerhart LLP.

APPOINTMENTS:

Deputy Mayor	C. Alexander
Attorney	Coughlin & Gerhart
Engineers	HUNT Engineers
CPA	Insero & Co./CPA – Leslie Spurgin
R.E.A.P.	J. Tornatore
T. O. I.	J. Tornatore
COG	J. Tornatore
County Planning	M. Reynolds
Emergency Preparedness	C. Alexander/J. Tornatore
Historian	Virginia Mullen

COMMITTEES/LIAISON:

Planning Board	M. Reynolds
Police	M. Reynolds
Library	Benthin/Tornatore
Building & Grounds	S. Parmelee
Personnel	C. Alexander/J. Tornatore
Code Enforcement	S. Parmelee
Public Works	C. Alexander

Youth J. Tomazin
Parks C. Alexander/J. Tomazin
Public Information Officer J. Tornatore/C. Alexander

ORGANIZATION:

- RESOLUTION #03-22 Exempt pay for Elected Positions & Code Enforcement Officer (Copy attached) – adopted with a motion by *Alexander*, seconded by *Tomazin*. Roll call vote. Alexander, Parmelee, Tomazin, Tornatore. - Yes. Reynolds – Abstained. 0 - No.
- RESOLUTION #04-22 Payroll for Appointed Positions & Employees (Copy attached) – adopted with a motion by *Tomazin*, seconded by *Reynolds*. Roll call vote. Alexander, Reynolds, Parmelee, Tomazin, Tornatore. - Yes. 0 - No.
- RESOLUTION #05-22 Mileage Allowance at the IRS set Rate Per Mile (Copy attached) – adopted with a motion by *Tomazin*, seconded by *Parmelee*. Roll call vote. Alexander, Reynolds, Parmelee, Tomazin, Tornatore. - Yes. 0 - No.
- RESOLUTION #06-22 Village Board Meetings – Date and Time (Copy attached) – adopted with a motion by *Parmelee*, seconded by *Reynolds*. Roll call vote. Alexander, Reynolds, Parmelee, Tornatore. - Yes. Tomazin - No.
- RESOLUTION #07-22 Audit of Claims (Copy attached) – adopted with a motion by *Alexander*, seconded by *Parmelee*. Roll call vote. Alexander, Reynolds, Parmelee, Tomazin, Tornatore. - Yes. 0 - No.
- RESOLUTION #08-22 Designation of Depository (Copy attached) – adopted with a motion by *Tomazin*, seconded by *Alexander*. Roll call vote. Alexander, Parmelee, Tomazin, Tornatore. – Yes. Reynolds - No.
- RESOLUTION #09-22 Schools & Conferences Approval (Copy attached) – adopted with a motion by *Tomazin*, seconded by *Reynolds*. Roll call vote. Alexander, Reynolds, Parmelee, Tomazin, Tornatore. - Yes. 0 - No.
- RESOLUTION #10-22 Official Newspapers & Radio Stations (Copy attached) – adopted with a motion by *Reynolds*, seconded by *Alexander*. Roll call vote. Alexander, Reynolds, Parmelee, Tomazin, Tornatore. - Yes. 0 - No.

WORK IN PROGRESS:

- **Whig Street Signage** – Pedestrian crossing signs badly faded as pointed out by DOT representative; Current signs were DOT approved when installed during Whig St sidewalk project; Discussion of replacing signage; Discussion of redoing road markings as well.

- **Master Plan** – Mayor Tornatore and Trustee Reynolds to complete two revisions and then a final review by Board members and Planning Board Chairperson before submitting to the County Planning Department.
- **9 Brook Street** – Document packet sent to Coughlin & Gerhart to being closing preparation i.e. title search, deed research etc.
- **Franchise Charter Communications** – work in progress; awaiting Spectrum/Charter signoff on submitted agreement; Village internet upgrade at both Municipal Building location and DPW Barn location have been completed.
- **Municipal Building Windows** – work in progress; Randy Crawford conducting a site visit on Friday to gather some final data required to being bid packet process.
- **Municipal Building Cameras** – on hold.
- **Buildings/Property – MB Bathroom** – DPW Seamans presents his proposal for the 1st floor bathroom update; Worst case scenario pricing at \$825.00 which includes door, lock, floor tile, floor leveler, new toilet flange, paint and minor trim; Discussion of painting concrete if in usable condition; Board agrees with a motion by Deputy Mayor Alexander, seconded by Trustee Tomazin to increase the bathroom budget to \$900.00 and get the project completed.
- **Trout Ponds 150th Anniversary 6/01/2021** – Mayor Tornatore in communications with Marty Schneider from the Historical Society, as well as Northern Tioga Chamber for possible collaboration during Summerfest.

GUESTS:

- Dawn-Marie Solais/Kevin Hinshaw – Update on the right-of-way easement situation at 70 Elm St. Owners have had a land survey completed and are working with a new lawyer. Upon researching it was found that the original easement that was placed on the property during the 1960's did not transfer in the sale to the Village. Mr. Callahan, a relation to the actual property owners, states that the right of way is 50ft in width, this information is being questioned and he is seeking to clear cut the right-of-way and develop a road to the land situated behind the Solais/Hinshaw property. Village Board suggests contacting Tioga County Soil & Water, as developing a road/driveway would require approval and an assessment as to how clearing of the land would affect surrounding properties. Board also suggests contacting the local DEC office regarding a hunting stand that has been placed on the Solais/Hinshaw land, as they have not given permission to hunt from their property.
- Scott Prindle – Region 7 NYS DEC (via phone) – Establishing a Public Fishing Rights (PFRs) easement on the East Branch Owego Creek at the Trout Ponds Park. DEC would provide official signage, list park in the annual freshwater fishing regulations guide and on website as a public fishing privileges location. DEC would also assist with stream improvements, including grant writing for assistance with stream bank stabilization projects at no cost to the Village. More discussion and information required before Village Board can come to a determination.

NEW BUSINESS:

- MOTION Increase the budget for the MB bathroom update to \$900.00 (Copy attached) – adopted with a motion by *Alexander*, seconded by *Tomazin*.
- RESOLUTION #11-22 Transfer Funds and Increase Budget Line - Well #3 Electric Upgrade (Copy attached) – adopted with a motion by *Parmelee*, seconded by *Alexander*. Roll call vote. Alexander, Reynolds, Parmelee, Tornatore. - Yes. Tomazin – Abstained. 0 - No.
- RESOLUTION #12-22 Transfer Funds and Increase Budget Line - Garbage Truck Repair (Copy attached) – adopted with a motion by *Alexander*, seconded by *Reynolds*. Roll call vote. Alexander, Reynolds, Parmelee, Tomazin, Tornatore. - Yes. 0 - No.
- RESOLUTION #13-22 Adopt Amendment to Emergency Preparedness Plan (Copy attached) – adopted with a motion by *Tomazin*, seconded by *Reynolds*. Roll call vote. Alexander, Reynolds, Parmelee, Tomazin, Tornatore. - Yes. 0 - No.

REPORTS:

- **Public Works** – see attached report; Sending the 2008 Chevy with Sander and Plow to auction, discussion of what to set the reserve price at follows; Trustee Parmelee voices concerns about the spare hydrants being stored outside. Responses included, they are designed to be outside, other municipalities store them outside, the crates that they come from the manufacturer in are designed to be stacked outside, they are stored outside at the manufacturer, moving them inside run a higher risk of damage than leaving them in current storage location.
- **Mayor** – Interviewing Senator Fred Akshar and Assemblyman Chris Friend through Council of Government on Thursday; Once the closing/demolition of 9 Brook St. is complete Trustee Reynolds will no longer be residing within the village limits creating a vacancy on the board, the Mayor has begun seeking Trustee candidates to fill the impending vacancy; NV Soccer Club inquired about the use of the back baseball field at the Trout Ponds Park and possibly turning it in to a soccer field.
- **Planning** – The Town of Newark Valley is in discussions with a developer for a potential solar project.
- **Parks** – On April 8th, 2021, The Owego Pennysaver featured a positive article regarding the Fitness Trail, Eagle Scout Project completed by Village resident John Boldis at the Trout Ponds Park.
- **Youth – Tomazin** – Youth Board met and discussed possible fundraising options; Trustee Tomazin suggested Youth Director Heidi Cardone contact Trustee Parmelee for possible collaboration with Project Neighbor Food Pantry and the summer food program, as well as assistance with a dunk tank fundraiser at Summerfest, utilizing his softball league ties; Trustee Parmelee brings to light non-food supplies that were made available to the food pantry that may

also prove useful to the Summer Rec. program i.e. large quantities of paper towels, bags, and buckets among other items; Trustee Tomazin and Parmelee to discuss further.

- **Library** – Director informed Village office staff that the Library Board will be meeting in person next month and requested to use the Noble Room for easier practice of social distancing measures.
- **Attorney** – Will attend the May 11th board meeting.
- **Clerk** – Training of new office employee, Sarah Rudin going well. She is catching on fast and has a good understanding of processes from previous experience; Annual Insurance policy renewal, Board to decide if addition of optional \$250k Cyber Security rider is applicable, discussion follows, more information is needed, tabled; Clerk requests two volunteers from the board to conduct the annual audit of receipts, Deputy Mayor Alexander and Trustee Tomazin volunteer; The annual CPA audit is scheduled for the week of June 21st; Office contacted by Tioga Sanitary Service regarding the Port-a-Potty service at the Nick Wilson Memorial Bike Park this year, Board agrees to continue with the service. Discussion follows about providing one at the fitness trail at the Trout Ponds as well, Trustees to discuss further; Clerk reports the Village has received its 2020 fiscal stress score of a 1.7 from the State Comptroller's Office, which falls in the "*no designation*" category, meaning the Village is not determined to be in "*significant*" or "*moderate fiscal stress*" nor has it been designated as "*susceptible to stress*", 1.7 is a very good score.

BOARD COMMENT/CONCERNS:

- Trustee Tomazin voices concerns, and discussions follow regarding:
 - Code Enforcement lacking in certain areas.
 - Water rates and if Rate Committee has made any advancement on a new rate structure.
 - Contacting the Public Service Commission regarding the NYSEG power issues within the Village.
 - Observations of the lack of cleanliness in common areas of the municipal building, discussion of hiring a professional cleaner follow.
 - MEO Seamans CDL training.

Motion by Deputy Mayor Alexander, seconded by Trustee Tomazin to adjourn at 9:46 PM. Carried

Jessica Moore
Deputy Clerk/Treasurer