

Regular meeting of the Board of Trustees of the Village of Newark Valley was held Tuesday evening, **October 13, 2020** at 6:30 PM in the Noble Room of the Municipal Building at 9 Park Street, Newark Valley.

Present were:

Deputy Mayor	Cliff Alexander
Trustees	Michael Reynolds
	Scott Parmelee
	John Tomazin
DPW Supervisor	Bill Foster
Clerk/Treasurer	Pam Benthin
Attorney	Frank Como

MINUTES:

Minutes from the September 8th meeting were read and approved as presented with a Motion by Trustee Tomazin, seconded by Trustee Parmelee. Trustee Reynolds abstained.

FINANCIAL REPORT:

Unavailable at time of meeting.

BILLS:

Presented. Approved in the amount of \$85,009.72, from abstract number 21-21, and 22-21 with a Motion by Trustee Reynolds, seconded by Trustee Tomazin. Carried.

APPOINTMENTS:

Deputy Mayor	Alexander
R.E.A.P.	Tornatore
T. O. I.	Tornatore
COG	Tornatore
County Planning	Reynolds
Emergency Preparedness	Alexander/Tornatore
Historian	Virginia Mullen

LIAISON APPOINTMENTS:

Planning Board – Trustee Reynolds
Police – Trustee Reynolds
Library – Clerk/Treasurer Benthin
Building & Grounds – Trustee Parmelee
Personnel – Mayor Tornatore/Deputy Mayor Alexander
Code Enforcement – Trustee Parmelee
Public Works – Deputy Mayor Alexander
Youth – Trustee Tomazin
Parks – Trustee Tomazin
Public Information Officer – Mayor Tornatore/
Deputy Mayor Alexander
Northern Tioga County Towns & Schools – Deputy Mayor
Alexander

WORK IN PROGRESS:

- **Recycling** – Determined that a separate meeting is to be held Monday October 26th to discuss the process and options pertaining to the Village taking over collection of recyclables once Tioga County discontinues service Jan 1st 2021; Brief discussion of discontinuance of garbage service and impact to budget; discussion of impact on DPW staff with collection of recyclables.
- **Vacant Property Placards** – Inspection scheduling difficulties due to COVID; Four of six properties in question able to have red square sign placed now, when schedule allows, CEO, Fire Dept. Representative and property owners to meet for property assessment to determine placement of red 'V' or red 'X'.
- **Health Insurance** – Annual employee health insurance renewal; discussion of plan options and premium increases for each; Motion by Trustee Reynolds, seconded by Trustee Parmelee to continue with current Simply Gold 6 Plan.
- **Badger Meter** – Billing software service KVS working in conjunction with Badger to ready the billing system for the changeover; Office staff and DPW staff training to take place in the coming months.
- **Federal Holidays** – Currently Village Office is open on the federal holidays of, MLK Jr. Day, Presidents Day, and Columbus Day; Office Staff suggesting closure on Presidents Day; Banks, Post Offices and all State Agencies are closed on federal holidays, limiting Village business that can be completed on said day, staff also feels office should be closed out of respect for our country and our President, whom ever that may be at any given time; Further discussion by board required.
- **Code Enforcement** – All applications to be sent to Trustee Parmelee for review and selection of possible candidates; Supervisor Foster to submit his candidates, office to schedule interviews; Due to COVID NYS has extended deadline for completion of required certifications from Jan 1st to March 31st.
- **Village Office Staffing** – Further review needed; definition of part time hours to be determines and what benefit requirements are necessary.
- **Municipal Building Cameras** – work in progress.
- **Municipal Building Windows** – Received signed contract from State, contacted Crawford & Stearns to initiate start of bid process, awaiting scheduling from C&S.
- **Building/Properties – 1st floor bathroom flooring** – project on hold
- **9 Brook Street** –Award received. Appraiser has been contacted, will contact homeowners to schedule 1st appraisal; Review of process, Village to hire & cover cost of 1st appraiser, if homeowner dissatisfied with appraisal homeowner may then hire and pay for 2nd appraiser. If more than a 15% difference between 1st and 2nd appraisal, 3rd appraisal to be conducted at the cost of Village.

- **Trout Ponds Park** – 150th anniversary next year, June 1st, 2021
- **Master Plan** – Village of Waverly master plan to be approved in the following weeks, once published will compare to Village of Newark Valley draft.
- **Franchise Spectrum** – Work in progress.
- **Trout Ponds Eagle Scout Project** – Project nearing completion, awaiting placement of mulch at individual stations. Deputy Mayor Alexander to walk once complete and officially sign-off on.

NEW BUSINESS:

MOTION

Approval of the renewal of the employee health insurance benefit at the new increased rate while maintaining the current plan and coverage. Approved with a motion by Trustee Reynolds, seconded by Trustee Parmelee. Carried.

RESOLUTION #20-21

Authorizing Clerk Treasurer to transfer funds and increase the budget line to complete payment to A Wild Sign Co. for the refurbishment of the Village Welcome signs (Copy attached) – adopted with a motion by Reynolds, seconded by Tomazin. Roll call vote. Alexander, Reynolds, Parmelee, Tomazin – Yes. 0 – No. Tornatore – Excused. Carried.

RESOLUTION #21-21

Authorizing Clerk Treasurer to transfer funds and increase the budget line to complete payment to Schmidt’s Wholesale Inc. for the upgrade of the Village water billing system. (Copy attached) – adopted with a motion by Tomazin, seconded by Parmelee. Roll call vote. Alexander, Reynolds, Parmelee, Tomazin – Yes. 0 – No. Tornatore – Excused. Carried.

MOTION

Approving transfer of Business Permit fee for Annie’s Place from application of the 12 S. Main St location to the 7 Water Street location. Approved with a motion by Trustee Parmelee, seconded by Trustee Tomazin. Carried.

MOTION

Allocation of funds for payment of new DPW truck as follows: \$30,000.00 from Equipment Reserves, \$8,088.60 from Multi-Year Planning, \$22,392.40 from Water Fund Balance and \$3000.00 from Water Contingency. Approved with a motion by Trustee Reynolds, seconded by Deputy Mayor Alexander. Carried.

GUEST:

Aleida Crews-Davis – Resident: Voicing concerns related to the Trout Ponds Park including after dark menacing; over grown vegetation around entry of park, some of which she has personally cleared, causing blind spots when exiting park in a vehicle; light pole leaning causing more light in her home than on park entrance and street where needed; precariously hanging tree limbs; skunk issues; cat population issues; delinquent teenagers at park throughout the day into the night; homeless sleeping in park overnight; speeding throughout the park at all hours and on to Spring St. and Elm Streets making a dangerous situation for children and pets. Suggests Village install speed bumps to curb the speeding; Safety of teens crossing St. Rt. 38 at Tappan Rd to the High School. As that area is outside of the Village Deputy Mayor Alexander suggest she contact the school board about possible placement of a crossing guard; Village will investigate options for speed deterrents for the park road. Advises to contact Tioga County Sheriff Department with any issues of menacing, delinquents, or homelessness, even if the problem has dispersed, there will still be a documented record of frequent issues in that location for the sheriff's department to monitor.

REPORTS:

- Code/Fire Safety Inspector – No new permits, renewal of one permit; Work continues at Water St. location with the transformation of the prior laundromat site to future diner; Will begin apartment house/complex inspections in November
- Public Works – See Attached; Closing of bathrooms at Trout Ponds Park is planned for Wednesday October 14th; New hire Matt Seamans continues working towards CDL license with an appointment at DMV scheduled in early December; Installation of new exterior door into MR garage bays on hold after door lost in shipping.
- Planning – Discussion of Annie's Place business permit fee transferring from the 12 S. Main Street location application, which was unable to open, to new application location at 7 Water Street. Approved with a motion from Trustee Parmelee, seconded by Trustee Tomazin.
- Youth – Scheduling of year end meeting; Discussion regarding Town of NV current decision to not contribute to the Joint Youth Summer program this fiscal year.
- Police – Discussion of Halloween patrol coverage, board agrees request of a longer patrol shift, possibly 6pm to 2am would greatly benefit the Village residents with the current level of mischief taking place.
- Clerk Report – Office currently has a lot on schedule, including, water billing system upgrade, GovPay upgrade, 9 Brook St. demolition project, staff trainings provided by both NYCOM and OSC, MB windows project, fiscal 2022 budget preparation; Current analysis of expense and revenue reports shows the Village in a good position with the budget; Discussion of new DPW truck and designation of where to allocate the funds for payment from. With a motion from Trustee Reynolds, seconded by Deputy Mayor Alexander board agrees to fund payment for the new truck with \$30,000 from Equipment Reserves, \$8,088.60 from Multi-Year Planning, \$22,392.40 from Water Fund Balance and \$3000.00 from Water Contingency.

BOARD COMMENTS/CONCERNS:

- Discussion of future for DPW Truck and trailer now that new truck is arriving earlier than expected; Village to contact auction service.

Motion by Trustee Reynolds, seconded by Trustee Parmelee to adjourn at 8:45 PM. Carried

Jessica Moore
Deputy Clerk/Treasurer

