

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

<u>Present were</u>	Mayor	James Tornatore
	Trustees	John Tomazin
		Scott Parmelee
		Scott Kasmarcik
	DPW Supervisor	Bill Foster
	Clerk/Treasurer	Pam Benthin

APPOINTMENT of Joe Mooney to Village Board Trustee, to fulfill the term left vacant by Deputy Mayor Cliff Alexander – See Resolution #41-22 below.

MINUTES: Minutes were read and approved as presented from the October 19th, 2021, meeting, with a motion by Trustee Tomazin, seconded by Trustee Kasmarcik. Carried.

FINANCIAL REPORT: Provided to Board members via email for review prior to meeting.

BILLS: Presented. Approved in the amount of \$17,526.77, from abstract number 29-22, 30-22, 31-22, and 32-22 with a Motion by Trustee Parmelee, seconded by Trustee Tomazin. Exception of voucher #9111166 to Matco Electric for \$765.77, to be placed on hold until inquiry of rate per day can be verified.

WORK IN PROGRESS:

- **DPW – Equipment Repair/Purchase** – Backhoe scheduled for repair on the 17th of November – pins, bushings, oil pan and checking the brakes. Supervisor Foster suggests that the Kubota tractor is reaching its end of life, the motor is getting weak and the 4x4 no longer is functioning. Lengthy discussion as whether to purchase new equipment or put funds into repairing the current. Trustees discuss adding a snowblower to the DPW fleet of equipment.
- **DPW – Trout Pond Pavilion** – Trustee Kasmarcik has obtained quotes from two contractors for the roof repair/replacement on pavilion #1. Supervisor Foster reminds of the necessary paperwork to be completed when receiving quotes for municipal construction and that prevailing wage schedules must be followed. Discussion of quotes received follows, including where to take funds from to cover the cost of the repairs e.g. TP Memorial fund, or waiting and using American Rescue Plan funds. More discussion follows regarding other park improvements.
- **DPW – MEO** – Clerk Benthin to contact TC Civil Service to have MEO position posted. Board agrees that filling the third spot on the DPW crew is important for the upcoming winter season and with the next retirement, MEO Coombs, in the not-so-distant future. Board will reevaluate the number of DPW employees at that turning point. Trustee Parmelee would like to contact the previous applicant from the last hiring event, as they were quite impressed with him at that time, to see if he is still interested.
- **Code Enforcement** – CEO Spoonhower has expressed that his schedule is proving hard to give the Village code enforcement position the attention that is sought by mayor and board, he will continue on as CEO but has indicated only until a new CEO is hired.

- **Budget** – Budget Committee meeting scheduled for November 17th, Mayor Tornatore, Trustee Tomazin, PW Supervisor Foster and Clerk-Treasurer Benthin to attend.
- **Marijuana Regulation & Taxation Act (MRTA)** – Public Hearing scheduled for 6:30pm on December 6th. The Board will then vote to opt-in or opt-out at a scheduled special meeting (tentative Dec. 27th) in order to meet the Dec 31st deadline and allow for the proposal to be on the ballot of the March 15th, 2022, election.
- **American Rescue Plan** – Allowed uses have been expanded to include road improvement projects. Mayor Tornatore reviews the funds and allowed areas of use for new Trustees Kasmarcik and Mooney.
- **9 Brook Street** – Demolished, site seeded and mulched. Invoices received, Clerk Benthin to begin submission process for reimbursements.
- **Municipal Building Windows** – Moving forward. Vendor has signed off on contract, returning to Village for Mayors signature. Kick-off meeting to be scheduled once a more precise timeline has been established.
- **Certification of Unpaid Tax** – Unpaid taxes are at an all-time low this year. Kudos to Deputy Clerk Moore for altering from past practice of only sending 2 reminder notices per year to sending out 4 notices and printing them on neon paper to stand out and attract attention, feedback from residents who received the notices was appreciation for the reminder the bright paper kept it from getting lost in the shuffle of everyday life.
- **Elections** – Clerk Benthin to keep Trustees up to date on timelines and deadlines as they approach. Mayor Tornatore will seek volunteers to organize the Democratic and Republican Caucuses. Trustees whose seats are up for election will need to inform caucus leaders of their intent to run and if they will be attending the caucus meetings. Caucuses to be held between January 18th and January 25th, 2022.

NEW BUSINESS:

- RESOLUTION #41-22 Village Board Appointment – Joe Mooney (Copy attached) – adopted with a motion by *Parmelee*, seconded by *Kasmarcik*. Roll call vote. Kasmarcik, Parmelee, Tomazin, Tornatore – Yes. 0 – No.
- RESOLUTION #42-22 Authorize Clerk-Treasurer to Open Account for ARPA funds (Copy attached) – adopted with a motion by *Tomazin*, seconded by *Kasmarcik*. Roll call vote. Parmelee, Tomazin, Tornatore, Kasmarcik, Mooney – Yes. 0 – No.
- RESOLUTION #43-22 Authorize Clerk-Treasurer to Transfer from General Fund to Capital Project Fund (Copy attached) – adopted with a motion by *Kasmarcik*, seconded by *Parmelee*. Roll call vote. Parmelee, Tomazin, Tornatore, Kasmarcik, Mooney – Yes. 0 – No.

RESOLUTION #44-22 Authorize DPW Supervisor to Dispose of all Scrap Metal, Collected and Abandoned Items. (Copy attached) – adopted with a motion by *Kasmarcik*, seconded by *Parmelee*. Roll call vote. Parmelee, Tomazin, Tornatore, Kasmarcik, Mooney – Yes. 0 – No.

RESOLUTION #45-22 Appointment of DPW Working Supervisor – Matt Seamans (Copy attached) – adopted with a motion by *Tomazin*, seconded by *Kasmarcik*. Roll call vote. Parmelee, Tomazin, Tornatore, Kasmarcik, Mooney – Yes. 0 – No.

REPORTS:

- **Code Enforcement** – CEO Spoonhower not in attendance. Seeking new Code Enforcement Officer, CEO Spoonhower has stated he will stay on until a replacement can be found. Stop Work order issued to 22 Rewey Ave. as of this time the resident is complying.
- **Public Works** - see attached report.
- **Mayor** – Shares information of program through Tioga County where new truck to truck radios will be provided at no cost to the municipalities.
- **Personnel** – busy time with postings and interviews for MEO, CEO and DPW Supervisor.
- **Planning** – Trustee Mooney appointed as liaison to the Planning Board. Meeting to be scheduled for later in November.
- **Youth** – Annual End of Year Youth meeting scheduled for November 15th.
- **Library** – Currently Trustee Mooney is the volunteer treasurer for the library, Clerk Benthin to research if he is able to be the Village Board liaison as well, or if that would be considered a conflict of interest.
- **Clerk** – Office working many projects and priorities at this time. Main priority is budget prep for the upcoming year and submittal of 9 Brook St. reimbursement documents in a hope to receive funds before end of fiscal year.

EXECUTIVE SESSION:

Executive session entered at the time of 8:56pm, on a motion by Trustee Parmelee, seconded by Trustee Kasmarcik, for the purpose of discussing Personnel related matters. Exited executive session at 9:50pm.

Motion by Tomazin, seconded by Kasmarcik to adjourn at 9:54 PM. Carried

Jessica Moore
Deputy Clerk/Treasurer