



REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF WATKINS GLEN HELD TUESDAY, OCTOBER 20, 2020

PLEDGE OF ALLEGIANCE

The public session of the meeting was called to order at 6:00 pm by Mayor Luke Leszyk. Present were Mayor Luke Leszyk, Deputy Mayor Louie Perazzini, Trustee Nan Woodworth, Trustee Laurie DeNardo, Trustee Bob Carson, Superintendent Terry Wilcox, Village Clerk Lonnie Childs, and Treasurer Rhonda Slater. Also present was Sergeant-in-Charge Ethan Mosher, Park Manager Michelle Hyde, Code Enforcement Officer Darrin Stocum, Water Operator-in-Charge Martin Pierce and Electric Supervisor Minard LaFever. There were approximately four other persons in attendance.

PUBLIC BE HEARD

Stacy Gray – Donation to PBA

Stacy Gray presented Sergeant Ethan Mosher with a \$180.00 donation to the Police Benevolence Association that was received during a recent Wet Couch Radio event to help raise money to track down the persons responsible for the theft and destruction of political signs in the Village of Watkins Glen.

Heather Gilbert – Finger Lakes Composting

Heather Gilbert, owner and operator of Finger Lakes Compost was present to bring public awareness to her business that collects edible food and food scraps from businesses and individuals and converts it into usable composting. She then offered her assistance to the Village to help start and facilitate their own food waste recycling program.

Steve Oliver was present, on behalf of Kirk Sorensen, regarding his driveway installation. Mayor Luke Leszyk informed him that the Village Board does not dictate mandates to their zoning department. The issue must be addressed through CEO Darrin Stocum.

APPROVAL OF MINUTES

Minutes for Regular Meeting October 6, 2020

Trustee Laurie DeNardo made the motion to approve the minutes for the Regular Board of Trustees meeting held on October 6, 2020. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

DEPARTMENT REPORTS

Deputy Mayor Louie Perazzini made the motion to approve the department heads reports. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

VOTING ITEMS

Removal from Position of Provisional Sergeant-In-Charge – Brandon Matthews

Trustee Bob Carson made the motion to remove Brandon Matthews from his current position of Provisional Sergeant-In-Charge back to the position of Patrolman effective October 19, 2020. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Appoint Ethan Mosher as Permanent Sergeant-In-Charge

Trustee Laurie DeNardo made the motion to appoint Ethan Mosher as Permanent Sergeant-in-Charge effective October 20, 2020. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

New Police Vehicle

Deputy Mayor Louie Perazzini made the motion to approve the purchase of a new 2021 Ford Police Interceptor Utility vehicle with equipment at a cost of \$44,661.47 from VanBortel to be financed through Ford Credit for five years with an annual payment amount of \$10,122.59. Trustee Bob Carson seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Chevy Impala Vehicle Surplus

Trustee Laurie DeNardo made the motion to surplus the 2008 Chevy Impala unmarked police vehicle. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Compliance Procedures for Tax Exempt Bond Issues Resolution

Trustee Laurie DeNardo made the motion the following resolution adopting post-issuance continuing disclosure compliance procedures for tax-exempt bond and note issues (per Prevailing SEC Expectations). Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

WHEREAS, Securities Exchange Commission (“SEC”) Rule 15c2-12 (the “Rule”) generally prohibits underwriters from purchasing or selling municipal securities unless the issuer of such securities has entered into a continuing disclosure obligation; and

WHEREAS, the Village is a periodic issuer of municipal securities and thus has entered into continuing disclosure obligations (or will do so) from time to time; and

WHEREAS, it is therefore in the best interest of the Village to adopt formal written procedures to help ensure continuing disclosure compliance, and to designate an official responsible for ensuring that such procedures are followed;

WHEREAS, Hodgson Russ LLP, as bond counsel to the Village, has prepared (and has recommended that the Village adopt) certain SEC-driven continuing disclosure compliance procedures;

NOW THEREFORE, BE IT RESOLVED, that the Village hereby adopts the continuing disclosure compliance procedures that are attached hereto as “Schedule A” and resolves to be governed thereby; and be it further

RESOLVED, that the below Schedule A will be placed in its entirety in the official records, files, and minutes of the Village and adhered to going forward; and be it further

RESOLVED, that this resolution shall take effect immediately upon its adoption.

Schedule A

VILLAGE OF WATKINS GLEN,
SCHUYLER COUNTY, NEW YORK
Continuing Disclosure Compliance Procedures for
Tax-Exempt Bonds and Notes

a. Purpose: The purpose behind implementation of these continuing disclosure compliance procedures is to ensure that the Village of Watkins Glen, Schuyler County, New York (the “Issuer”) (i) is compliant with its continuing disclosure obligations with respect to the securities it issues, pursuant to Rule 15c2-12, as amended (the “Rule”), promulgated under the Securities Exchange Act of 1934, as amended and (ii) makes accurate reports as to its compliance therewith in connection with its offerings of securities from time to time.

b. Disclosure Compliance Officer Designation, Education and Training: The Issuer will designate a “Disclosure Compliance Officer” who will be the primary official responsible for monitoring compliance with the continuing disclosure requirements listed in the Issuer’s continuing disclosure undertakings. The Disclosure Compliance Officer will attend training and educational seminars that are offered on an annual basis by the Issuer’s bond counsel (the law firm of Hodgson Russ LLP) and will consult with the Issuer’s bond counsel and municipal advisor as needed to keep current on Securities and Exchange Commission regulations and developments relating to continuing disclosure compliance for its obligations. The Issuer’s designated Disclosure Compliance Officer is the Village Treasurer, currently Rhonda E. Slater.

c. Continuing Disclosure Obligations Review: The Disclosure Compliance Officer is responsible for reviewing, with the Issuer’s municipal advisor, the Issuer’s continuing disclosure undertakings to determine the date(s) by which annual financial information and audited financial information, along with any required material events notices and, if applicable, failure to file notices, must be filed with the Municipal Securities Rulemaking Board’s Electronic Municipal Market Access (“EMMA”) system in accordance with the Rule.

d. Preparation of Annual Financial Information and Audited Financial Statements: If the Issuer’s continuing disclosure undertakings require the filing of annual financial information and audited financial statements with EMMA, the Disclosure Compliance Officer will coordinate with the Issuer’s auditor and municipal advisor to ensure that such documents are prepared and submitted in advance of the deadline for such filing.

e. Monitoring Disclosure Compliance: The Disclosure Compliance Officer will monitor the filing with EMMA of any and all documents required under the Issuer’s continuing disclosure undertakings through consultation with the Issuer’s municipal advisor and bond counsel when necessary.

f. Correcting Potential Non-Compliance: Upon discovery of potential or existing non-compliance with the Issuer’s continuing disclosure undertakings, the Disclosure Compliance Officer will promptly take steps, including consultation with the Issuer’s municipal advisor and bond counsel, to correct such non-compliance, such as by filing failure to file notices with EMMA.

g. Official Statements: The Disclosure Compliance Officer will review for accuracy and completeness any descriptions of the Issuer’s continuing disclosure compliance history contained in the initial drafts of notices of sale or official statements that are promulgated by the Issuer in connection with its bond and note issues, and will inform the Issuer’s municipal advisor and bond counsel of any potential inaccuracies or omissions within, so that any discovered inaccuracies or omissions in the draft document(s) can be corrected before such document(s) are finalized and distributed.

[Domestic Violence Awareness Month Proclamation](#)

Trustee Nan Woodworth made the motion to approve and have the Mayor sign following proclamation. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

WHEREAS, Domestic violence is prevalent in society and affects many families; and

WHEREAS, Victims of domestic violence can be from any socio-economic group, education level, gender or ethnicity; and

WHEREAS, Domestic violence doesn’t discriminate, victims and abusers can come from any walk of life – rich, poor, young, or old; and

WHEREAS, Domestic violence perpetrators often abuse other in the home in an effort to gain power and control in all of their relationships; and

WHEREAS, Victims oftentimes feel trapped for financial reasons, fear of retaliation, fear for their children and pets; and

WHEREAS, Domestic violence victims need to know they are not alone and that resources are available; and

WHEREAS, as a community we need to stand together and raise awareness on domestic violence.

NOW THEREFORE, I, Luke Leszyk, Mayor of the Village of Watkins Glen, New York, do hereby proclaim October 2020 as DOMESTIC VIOLENCE AWARENESS MONTH in the Village of Watkins Glen, and urge all citizens to display purple in an effort to raise awareness in our community.

[Municipal Utility Easement – 407 Twelfth St](#)

Trustee Laurie DeNardo made the motion to approve and have the Mayor sign the following utility easement for 407 Twelfth St. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

THIS INDENTURE made this 20th day of October, 2020, by and between John M. Tuttle and Johanna F. Tuttle, whose address is 407 Twelfth Street, Watkins Glen, New York ("GRANTORS"), and, the Village of Watkins Glen, a municipal corporation organized and existing in accordance with the laws of the State of New York with its principal offices at 303 N. Franklin Street, New York 14891 (hereinafter called "GRANTEE"):

WHEREAS, GRANTORS are the owners of premises situate in the Village of Watkins Glen, Town of Reading, County of Schuyler and State of New York, more particularly described as 407 Twelfth Street, Watkins Glen, New York, identified as Tax Map No. 65.18-1-25, evidenced by a deed recorded in the Office of the Schuyler County Clerk on September 11, 2019, in Liber 396 of Deeds at Page 483 ("Grantors' Premises"). A copy of Grantors' Deed is annexed hereto as Exhibit A.

WITNESSETH, that for and in consideration of One Dollar (\$1.00) lawful money of the United States, paid by the GRANTEE, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, GRANTORS for and on behalf of themselves, their administrators, successors and assigns, do hereby grant, convey, transfer, and release unto GRANTEE, its heirs, successors and assigns, an exclusive perpetual right, privilege, easement and authority to enter upon, dig, lay erect, construct, install, reconstruct, renew and operate, maintain and patrol, replace, and repair an existing storm sewer utility service line and related components and infrastructure, as shall be hereafter located and constructed into, on, under, upon, over, through and across Grantors' Premises, more particularly described as follows (the "Easement Area"):

BEING a twelve (12) feet wide strip lying eight (8) feet to the west and four (4) feet to the east of and parallel to an existing 8-inch diameter sewer line as marked on the Map of Lands Being Conveyed from Tammi McIlwain to Johanna F. & John M. Tuttle dated June 18, 2019, prepared by Twin Tiers Land Surveying, annexed hereto as Exhibit B.

GRANTEE, its grantees, successors, and assigns shall have the right at any time to enter along, over and upon the whole or any portion of the said easement, at or below ground level, to construct, repair, relocate, service and maintain said municipal utility and appurtenances, at will, and to make such alterations and improvements in the facilities thereof as may be necessary or useful, and to remove from the extent of the right-of-way any encroaching trees, buildings, or other obstruction to the free and

unobstructed use of said easement, and to build and maintain all necessary devices incident to said municipal utility, and shall have the right of ingress and egress on, across and over adjoining premises and lands when necessary and without doing damage to such adjoining lands, and only for temporary periods, and shall not otherwise enter upon lands adjoining said easement, provided however, there shall be no above-ground structures or improvements erected by GRANTEE within the said easement other than necessary sub-surface equipment, without the express consent of the GRANTORS.

GRANTEE covenants that, when it is necessary for GRANTEE, its agents or contractors to enter under, upon, over and across said tract of land in which the perpetual right-of-way and easement is hereby granted, for construction, maintenance, repair, replacement or improvements to any part of said municipal utility and appurtenances, that it will restore the area disturbed by its work to as near the original condition as is practicable.

GRANTORS covenant for themselves, their administrators, successors and assigns that they will not (i) erect or maintain any buildings or other structures or obstructions on or over said municipal utility easement area described herein and shown on Exhibit B, or (ii) install or plant trees, shrubs, fences, or similar type of planting within said municipal utilities easement area described herein and shown on Exhibit B, except by express permission from GRANTEE, in writing and in accordance with the terms thereof, and which permission when in writing and recorded shall run with the real estate.

GRANTORS covenant that they are the owners in fee simple of the real estate described herein, are lawfully seized thereof and have a good right to grant and convey the foregoing right-of-way and easement therein; that they guarantee the quiet possession thereof, and that GRANTORS will warrant and defend GRANTEE's title to said right-of-way and easement against all lawful claims.

ANY facility or facilities located within the municipal utility easement area described herein, or to be placed or constructed therein by GRANTEE hereafter, shall be and remain the property of GRANTEE its successors and assigns.

IN WITNESS WHEREOF, GRANTORS have hereunto set their respective hands as of the day and year first written above.

[DRI Project Grant Administration RFP](#)

Trustee Laurie DeNardo made the motion to approve the DRI project grant administration RFP as written and to have the Village Clerk distribute. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

[CONFERENCE REQUESTS](#)

[Mandated Safety and Sexual Harassment & Discrimination Training](#)

Trustee Laurie DeNardo made the motion to close the Village Office from 8am to noon on October 27, 2020 and for ALL Village Employees to attend the mandatory annual safety and sexual harassment and discrimination training from 9am to 11am and the DPW to attend the additional mandatory annual Hazwoper training from 11am to noon at the Community Center. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

[AUDIT](#)

[General Audit](#)

Trustee Laurie DeNardo made the motion to approve the regular audit dated October 19, 2020 and the regular audit in the following amounts:

General	\$20,384.05	Sewer	\$3,963.49
Electric	\$117,233.63	Water	\$9,294.57
Joint Activity (CVWRF)	\$8,925.11	DRI Projects	\$5,000.00
Project Seneca	\$815.71		

Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

Online Audit

Trustee Laurie DeNardo made the motion to approve the online audit to pay the 2019 serial bond payment in the amount of \$57,719.75. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

JPC Audit

Trustee Nan Woodworth made the motion to approve the JPC audit in the amount of \$223,031.49. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

BOARD CONCERNS

Trick-or-Treating

The Board made the decision to keep trick-or-treating as scheduled on October 31, 2020 between the hours of 6pm – 8pm. Village residents are reminded that this is a voluntary event with persons who desire not to participate to not turn on their outside lights and/or to keep their children home and advised to take all recommended COVID-19 precautions if deciding to participate.

Village Square

The Board discussed the Village Square on Third Street. The Board admitted that there is room to improve the space in future years, but felt that overall, it was a success. It was recommended that the Village Square be set up and torn down on the same schedule as when Clute Park Campground opens and closes. The Village Square will be torn down at the earliest convenience of the Street Department. Traffic will remain 2-way on Third Street.

Events Coordinator Position for Clute Park Events Center

Mayor Luke Leszyk opened up lines of communication for the possible hiring of an events coordinator type personnel position for the Clute Park Events Center. The Event Center construction is expected to be complete in the late spring/early summer of 2021 and the Village would like to be proactive in having a plan in place for when the center can be up and operational.

Regular Village Board Meetings

The Village will not be rescheduling the November 3, 2020 Board meeting even though it is on Election day. It will be held at 6pm at the Village Hall. The November 17, 2020 meeting will be moved to the Community Center.

Amend Local Law #1 of 2006 – Sidewalk Law

The Village Board discussed the possible amendment to the current sidewalk law to amend the driveway apron requirements. It was recommended that the sidewalk law be repealed and the matter be addressed in the current zoning law update.

Recycling for Village

The Village Board discussed the current recycling program and possible changes that may need to be made to allow the Village to provide recycling options to residents in the future.

EXECUTIVE SESSION

Deputy Mayor Louie Perazzini made the motion to exit public session and enter executive session at 7:25 pm to discuss a personnel matter. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

ADJOURN

With no further business to come before the Board, Trustee Nan Woodworth made the motion to adjourn at 7:49 pm. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Meeting Adjourned.

Respectively Submitted,

Rhonda E Slater