

**REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE  
VILLAGE OF WATKINS GLEN HELD TUESDAY, AUGUST 6, 2019**

**PLEDGE OF ALLEGIANCE**

The public session of the meeting was called to order at 6:00 pm by Mayor Luke Leszyk who led the assembled in the pledge of allegiance. Present were Mayor Luke Leszyk, Deputy Mayor Louie Perazzini, Trustee Anthony Fraboni, Trustee Laurie DeNardo, Trustee Nan Woodworth, Superintendent of Public Works Terry Wilcox, Sergeant Brandon Matthews, Village Clerk Lonnie Childs and Treasurer Rhonda Slater. Also present were Water Supervisor Martin Pierce and Fire Chief Derek Bacon. There were approximately seven other persons in attendance.

**PUBLIC BE HEARD**

There were no concerns from the public

**APPROVAL OF MINUTES**

**Minutes for Regular Meeting July 16, 2019**

Trustee Anthony Fraboni made the motion to approve the minutes for the regular Board of Trustees meeting held on July 16, 2019. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

**REPORTS**

**Parks Report; Streets Report; Water Report; Sewer Report; Electric Report; Superintendent Report; Police Report**

Trustee Laurie DeNardo made the motion to approve the Department Heads' reports as presented. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

**VOTING ITEMS**

**Street Department – Special Hours for Parade**

Trustee Anthony Fraboni made the motion to approve a change in the Street Department work schedule to allow the crews to come in at 3am on Friday, August 9, 2019 in order to sweep Decatur and Fourth Streets for the annual Italian American Festival Parade on Saturday, August 10, 2019. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

**Municipal Building Window Cleaning**

Clerk Lonnie Childs provided the Board with two quotes for window cleaning. The Board gave her permission to go with whichever company she deemed to be the best qualified.

**Padua Tank Land Purchase**

In May 2019, the Village Board approved the Padua tank land purchase at a cost of \$57,500.00. Since this initial approval, property owner Martin Wojcik has made various improvements to the property to prepare for the placement of and access to the new tank. The updated cost of the property with improvements has come in at \$195,000. Trustee Laurie DeNardo made the motion to approve the new cost of the Padua tank property. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

**Request for Funds – MRB Group CDBG Water Study**

Deputy Mayor Louie Perazzini made the motion for Trustee Anthony Fraboni and Village Clerk Lonnie Childs to sign pay application #2 for reimbursement of grant funds expended in conjunction with the CDBG water study grant in the amount of \$16,079.00. Trustee Anthony Fraboni seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### Deputy Clerk/Treasurer Position

Trustee Nan Woodworth made the motion to hire Barbara Peterson as the new Deputy Clerk/Treasurer for the Village of Watkins Glen at a rate of \$18.00/hr., effective Monday, August 5, 2019. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### Street Lighting Installation RFP Bid Award

Trustee Anthony Fraboni made the motion to award the street lighting installation RFP to PANKO Electrical and Maintenance at a bid amount of \$133,828.00. Although there was a lower bidder, the company failed to comply with all of the bid requirements. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### Wal-Mart Real Property Assessment IMA

Trustee Anthony Fraboni made the motion to approve the following IMA with the Town of Dix, County of Schuyler, Village of Watkins Glen and Watkins Glen Central School District pertaining to a joint defense against the Wal-Mart Real Estate Business Trust real property assessment review case in the Supreme Court. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

THIS AGREEMENT, made this 5<sup>th</sup> day of August, 2019, between the Town of Dix, a municipal subdivision of the State of New York situate in Schuyler County having offices at 304 Seventh Street, Watkins Glen, New York 14891 ("Town"), the County of Schuyler, a municipal subdivision of the State of New York having offices at 105 Ninth Street, Watkins Glen, New York 14891 ("County"), the Watkins Glen Central School District, a central school district of the State of New York situate in Schuyler County having its offices at 303 Twelfth Street, Watkins Glen, New York 14891 ("District"), and the Village of Watkins Glen, a municipal subdivision of the State of New York situate in Schuyler County having offices at 303 N. Franklin Street, Watkins Glen, New York 14891 ("Village"), (collectively the "Parties")

1. **CONTRACT TO BE AMENDED.** This agreement amends an existing contract between the parties, described as follows: INTERMUNICIPAL AGREEMENT, made and entered into the 1<sup>st</sup> day of September, 2016 ("Effective Date") between the Parties, previously amended September 6, 2018, related to joint defense against the Wal-Mart Real Estate Business Trust real property assessment review case in Supreme Court in and for the County of Schuyler, Index Nos. 16-134, 17-130, 18-152. A true and complete copy of the existing contract is annexed hereto and made a part hereof.
2. **DESCRIPTION OF AMENDMENTS.** The existing contract between the above parties is hereby amended as follows:
  - a. To reflect dismissal of "In re Wal-Mart Real Estate Trust #3221 v Board of Assessment Review and/or Assessor of the Town of Dix, et al.," Schuyler County Index Nos. 16-134 and 17-130.
  - b. To provide for joint defense of related case, "In re Wal-Mart Real Estate Trust #3221 v Board of Assessment Review and/or Assessor of the Town of Dix, et al.," Schuyler County Index No e2019-0013.
3. **NO OTHER CHANGES.** All other terms of and conditions of the said existing contract remain in full force and effect as if set forth herein. No other amendments have been agreed to or executed by any representative of either party.
4. **SIGNATORIES.** By their signatures below, each signatory certifies and affirms that he or she has read the entire agreement (including all appendices and attachments hereto) and has the authority to bind their respective party to all terms and conditions (and all appendices and attachments) of the foregoing amended agreement.

IN WITNESS WHEREOF, the parties, intending to be legally bound, have hereunto executed this agreement the day and year first written above.

#### [MEUA Delegate to the Annual Meeting Resolution](#)

Trustee Anthony Fraboni made the motion to approve the following resolution designating Minard LaFever as the Village's representative at the annual meeting of the MEUA. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

WHEREAS, The Village of Watkins Glen is a municipal member of the Municipal Electric Utilities Association of New York State; and

WHEREAS, The Annual Meeting of the Municipal Electric Utilities Association of New York State has been called on September 10-13, 2019 to be held at the Woodcliff Hotel & Spa, Fairport, New York; and

WHEREAS, in accordance with the bylaws of the Municipal Electric Utilities Association of New York State, each municipal member may cast one vote on each transaction properly brought before this meeting,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Watkins Glen hereby designates Minard LaFever as the accredited delegate of the Village of Watkins Glen, New York.

#### [Greater Tompkins Health Insurance Consortium Resolution](#)

Deputy Mayor Louie Perazzini made the motion to approve the following resolution for the Village of Watkins Glen to join the Greater Tompkins Health Insurance Consortium. Upon comparing rates with our current insurance provider, there is a potential for the Village to save \$50,000-60,000 in health insurance premiums for the first year alone. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

WHEREAS, the Village of Watkins Glen (Municipal Corporation) has performed due diligence for the responsibility it accepts with membership in the Greater Tompkins County Municipal Health Insurance Consortium (GTCMHIC),

NOW THEREFORE BE IT RESOLVED, that the Village of Watkins Glen Board hereby directs its officers and appointees to take the following Consortium membership applicant steps:

1. Submit by September 1st, this municipality board resolution authorizing application for membership along with the GTCMHIC "New Group Member Application" completed which states the GTCMHIC Health Benefit Insurance Plan or Plans the Municipal Corporation's employees and retirees will be participating in upon the effective date of participation in the GTCMHIC.
2. As soon as practicable, but no later than September 1st, submit the Municipal Corporation's two most recent years of State Comptroller AUD reports.
3. As soon as practicable, but no later than September 1st, submit the Municipal Corporation's most recent monthly premium billing statements from all health insurance carriers providing benefits to all active employees and retirees.

Said premium billing statements should include the name of the Municipal Corporation and the month for the which the billing is related. In addition, said premium bills must include the number of contracts (employee, employee + spouse, employee + child (children), and family)

and the monthly premium rate for each plan of benefit.

4. Sign the Municipal Cooperative Agreement of the GTCMHIC upon notification that the GTCMHIC Board of Directors has approved the Municipal Corporation's application to become a Participant in the GTCMHIC by October 15th.

5. Confirm by October 25th, with the Medical Claims Administrator, Excellus, the names of all employees, retirees, and dependents to be covered in which Consortium's Health Insurance Plans. (Note: a list of those enrolled will be sent to the Municipal Corporation by the Medical Claims Administrator by no later than November 15th for verification purposes.)

6. By November 1st, notify the GTCMHIC of the name and contact information for the person within your organization for benefit administration; and who will attend a new member orientation between November 15 and December 15.

7. By November 1st, notify the GTCMHIC of the Municipal Corporation's commitment to utilize the GTCMHIC's on-line enrollment process or to authorize the GTCMHIC to provide, for the Municipal Corporation's employees and retirees, this function.

8. Submit payment by November 1st to the Consortium of the Municipal Corporation's proportionate share of the Surplus Account Reserve (5% of annualized premium) as determined by the GTCMHIC and as required by Article 47 of the New York State Insurance Law and the GTCMHIC's Municipal Cooperative Agreement.

(Note: Provided the Municipal Corporation applying for Membership in the GTCMHIC completes all the requirements set forth in this Resolution by the due dates indicated; the Surplus Account Reserve payment defined above will be credited against the Municipal Corporation's January premium invoice from the Consortium which is due by December 31st. All Municipal Corporations applying for Membership in the GTCMHIC are hereby advised that missing any of these steps by the due date indicated will result in the Municipal Corporation not being accepted into the Consortium for the upcoming year and will result in the forfeiture of the Municipal Corporation's Surplus Account Reserve payment.)

9. By November 1st, submit a municipal resolution appointing the Director and Alternate to the Consortium.

10. By November 30th, take the necessary steps to comply with the GTCMHIC's dependent verification process.

#### [Sewer Credit Requests](#)

[Stephen A. Nitche – 400 N Monroe St](#)

Trustee Nan Woodworth made the motion to approve a sewer credit request for Stephen A. Nitche in the amount of \$288.60 for 33 units of sewer due to a broken fitting in a water supply line over a three-month period. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

[Mark & Leira Stephany – 212 Lakeview Ave](#)

Trustee Anthony Fraboni made the motion to approve a sewer credit request for Mark & Leira Stephany in the amount of \$58.75 for a ruptured garden hose. Trustee Nan Woodworth seconded the motion. It was discussed that under the current sewer credit policy, the Village does not extend credit for water used by garden hoses. The Board then voted on the motion and the vote was as follows:

Yeas: none

Nays: Mayor Luke Leszyk, Deputy Mayor Louie Perazzini, Trustee Anthony Fraboni, Trustee Laurie DeNardo,  
Trustee Nan Woodworth                      Motion Failed.

#### [DRI Lighting Project & ESD Funding](#)

Trustee Laurie DeNardo made the motion to approve the Downtown Revitalization Initiative award for the Franklin

Street streetlighting project #132,356 at a cost of \$1.5 million and to accept the Empire State Development grant disbursement agreement for disbursement of said grant funds with the understanding that the Village will have to pay Empire State Development \$544.83 as reimbursement for out-of-pocket expenses associated receiving the \$1.5 million advance of funds into an “imprest” account. 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

### Basic School Resource Officer Course – Michael Champion

Trustee Laurie DeNardo made the motion for Part-time Police Officer Michael Champion to attend a basic school resource officer course August 26-31, 2019 has hosted by the NYS Police Juvenile Officers Association at the Fort William Henry Conference Center in Lake George, NY at a reimbursable fee of \$1,116.00 for the conference and hotel stay. After the start of the new school year, the Village will bill the Watkins Glen School District to have the fees reimbursed as this course is mandatory for an SRO. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### Code Enforcement Training Course – Darrin Stocum

Deputy Mayor Louie Perazzini made the motion for Part-time Code Enforcement Officer Darrin Stocum to attend the code training classes at the Fire Academy in Montour Falls, NY being held August 6-8, 2019; October 1-3, 2019 and December 3-5, 2019 at a cost of \$49 per course for a total of \$147.00. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### MEUA Annual Conference – Minard LaFever

Trustee Anthony Fraboni made the motion for Part-time Electric Lineman Minard LaFever to attend the 89<sup>th</sup> Annual MEUA conference September 10-13, 2019 at the Woodcliff Hotel and Spa at a cost of \$830.51 for the conference and hotel stay. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

## AUDIT

### General Audit

Trustee Laurie DeNardo the motion to approve the regular audit in the following amounts. Trustee Nan Woodworth seconded the motion.

General	\$148,102.88	Sewer	\$52,940.83
Electric	\$156,181.59	Water	\$45,138.92
Kayak Launch	\$20,700.80	SCADA Upgrades	\$104,394.35
Padua Tank Project	\$3,107.50	CDBG Water Grant	\$101,359.00

The Board then voted on the motion to approve and all were in favor. Motion Carried.

### Online Audit

Trustee Anthony Fraboni made the motion to approve the online payments audit in the following amounts. Trustee Laurie DeNardo seconded the motion.

NYS Department of Taxation - \$5,401.89	USDA Loan 9211 - \$42,818.75
State Comptroller - \$10,675.00	

The Board then voted on the motion to approve and all were in favor. Motion Carried.

## BOARD CONCERNS

### Quarterly Sales Tax Report

The Board discussed the Schuyler County 2<sup>nd</sup> Quarter of 2019 report. The Village received \$53,258.24 in revenue, which is down compared to \$58,473.83 received this same quarter of 2018. Overall, the Village sales tax revenues

are down \$11,126.40 for the first two quarters of 2019.

### [Two Hour Parking](#)

Mayor Luke Leszyk expressed his desire to have two-hour parking signs installed on the two hundred blocks of Ninth and Tenth Streets along the curbs of the Watkins Glen Middle School apartments to help alleviate State Park overflow parking issues and to help promote the local businesses such as Art & Nancy's and Seneca Sunrise Coffee. It was stated that the changes would have to be part of a local law and that there is currently no two-hour parking enforcement taking place in the Village as there are no funds available in the current budget. Discussion followed. The matter was tabled for further review.

### [New Policy for Emergency Volunteer Responders](#)

The Board discussed putting into place a policy for employees who, on occasion, miss work due to being an emergency first responder. Trustee Laurie DeNardo stated that she would be able to assist in coming up with a policy to present to the Board for approval.

### [Proposed Local Law #5 of 2019 – Short-Term Rental Moratorium](#)

Village Clerk Lonnie Childs introduced a proposed local law to establish a short-term rental moratorium. A public hearing will be held at the next regularly scheduled Board meeting on the matter.

### [Village Officials Training Courses](#)

Trustee Laurie DeNardo requested that Village Clerk Lonnie Childs check to see if there are any upcoming training courses for Village Officials through NYCOM in the next couple months. The Clerk commented that nothing has been sent yet, but if something comes in, she will forward it to the Board members.

## [EXECUTIVE SESSION](#)

Trustee Laurie DeNardo made the motion to exit public session and enter executive session at 7:12 pm for one contractual issue. Trustee Anthony Fraboni seconded the motion and all were in favor. Motion Carried.

## [ADJOURNMENT](#)

With no further business to come before the Board, Trustee Anthony Fraboni made the motion to exit executive session and adjourn the meeting at 7:37pm. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Meeting Adjourned.  
Respectively Submitted,

Rhonda E Slater