



REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF WATKINS GLEN HELD TUESDAY, MAY 3, 2022

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 Interim Village Clerk Fred Warrick. Also present were Parks and Event Center Manager Craig Bond, Sergeant-In-Charge Ethan Mosher and Building Safety Inspector Scott Cole. Absent was Village Treasurer Rhonda Slater. There were approximately three other persons in attendance.

PUBLIC BE HEARD

Amber Cilley, a local post office employee, brought forth a complaint of an incident on February 4, 2022 whereas she stated a village worker operating a village vehicle backed into her personal vehicle causing extensive damage. She is seeking reimbursement by the Village for her out-of-pocket repair expenses. The Board agreed to review any documentation she has and requested it be submitted to the Village Office prior to the next Regular Board of Trustees meeting on May 17, 2022.

APPROVAL OF MINUTES

Minutes for Regular Meeting April 19, 2022

Deputy Mayor Louie Perazzini made the motion to approve the minutes for the Regular Board of Trustees meeting held on April 19, 2022 with the following revision to the Board Concern regarding short term rental unresolved code violations. *“Trustee Nan Woodworth asked about the unresolved Short-Term Rental issues. Mayor Luke Leszyk stated they should have all resolved themselves with the new Zoning Law being that they are considered “existing/non-conforming” but will follow up with the Village attorney to be sure nothing more is required at this time.”* Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

DEPARTMENT REPORTS

Trustee Nan Woodworth made the motion to approve the department heads reports. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Building Safety Inspector Scot Cole presented the Board with a proposed amendment to the vacant property law.

VOTING ITEMS

Summer Hours - Village Office/Staff

Trustee Laurie DeNardo made the motion to approve the Summer Hours for Village Office Staff – M-Th: 7:30am – 4:30pm & Fri: 7:30am – 1:30pm starting May 31, 2022 through September 2, 2022. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Lifeguard Pay Range

Trustee Laurie DeNardo made the motion to approve the Lifeguard pay range of \$14.66 - \$20/hr. based on experience. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Additional Seasonal/Temp For Cleaning

Trustee Laurie DeNardo made the motion to approve the hire of an additional Seasonal Temporary employee for the Parks Department specifically for cleaning at a rate of \$14/hr. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

[Parks & Recreation Coordinator Position](#)

Trustee Nan Woodworth made the motion to approve to post the Parks & Recreation Coordinator position with a pay range of \$18 - \$20/hr. based on experience. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

[Supervisor of Village Electric Department – Tom Ballard](#)

Deputy Mayor Louie Perazzini made the motion to appoint Tom Ballard as Supervisor of Village Electric Department effective May 2, 2022 with a salary of \$82,000/yr. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

[Resolution – Environment Review Record for The Water System Improvements Project](#)

Trustee Bob Carson made the motion to accept the following resolution. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

WHEREAS, the Village completed an Environmental Review under the National Environmental Policy Act of 1969 (NEPA) in December 2021 for the Water Systems Improvement Project. The Review concluded that the project would have no significant impact on the human environment. Therefore, an Environmental Impact Statement under NEPA was not required; and

WHEREAS, the Village was awarded a second grant from the Community Development Block Grant (CDBG) from the 2021 funding round (awarded in 2022) for a portion the previously reviewed Water Improvements Project; and

WHEREAS, pursuant to 24 CFR §58.47, due to these new circumstances the Village is required to update and reaffirm the prior findings of the Environmental Review Record (ERR); and

WHEREAS, the Village of Watkins Glen's engineering consultant, Larson Design Group, re-evaluated the findings of the completed 2021 Environmental Review Record, verified the project areas are unchanged, and found the original findings are still valid, therefore, no further publication of a Finding of No Significant Impact (FONSI) notice is required; and

WHEREAS, the Village of Watkins Glen's engineering consultant, Larson Design Group, updated the Environmental Review Record based on the re-affirmed findings; and

WHEREAS, the Village of Watkins Glen Board has received and reviewed the updated Environmental Review Record and all supporting documentation appended thereto;

NOW THEREFORE, BE IT RESOLVED, the Village of Watkins Glen Board reaffirms the findings of the updated Environmental Review Record for the Water Improvements Project; and,

BE IT FURTHER RESOLVED, that the Mayor of the Village of Watkins Glen is hereby authorized and empowered to complete and sign the Request for Release of Funds (RROF) and Certification for the proposed Action in accordance with the intent of this Resolution.

[Paving Proposal – Seneca Stone](#)

Trustee Nan Woodworth made the motion to accept the proposal from Seneca Stone for paving of Village Streets in the amount of \$144,748, Municipal Parking Lot behind Jerlando's in the amount of \$18,726, and the 3rd Street Municipal Lot for \$13,661. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

[Bi-Monthly Recycling – Cardinal Disposal](#)

Trustee Bob Carson made the motion to accept the proposal from Cardinal Disposal for bi-monthly recycling in the amount of \$4,250/month. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion

and all were in favor. Motion Carried.

Right of Way Easement – 200 N. Glen (Thompson)

Trustee Laurie DeNardo made the motion to accept the right of way easement agreement for 200 N. Glen (Thompson) for the encroachment of their garage onto Partition Street. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Purchase - GP Jager for Filter Cloths & Hardware - CVWRF

Trustee Nan Woodworth made the motion to approve the purchase from GP Jager, Inc. (sole sourced manufacturer) for filter cloths and hardware for the CVWRF in the amount of \$39,108 pending JPC approval. 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 Bob Carson made the motion to approve the general audit dated May 2, 2022 in the following amounts:

General	\$30,778.60	Sewer	\$261.12
Electric	\$3,003.61	Water	\$9,308.45
Joint Activity (CVWRF)	\$5,934.98	LWRP #1	\$20,447.78
DRI Projects	\$2,331.28	LWRP #2	\$7,632.34
OPRHP Parks Capital Project	\$1,915.00		

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

Online Audit

Trustee Bob Carson made the motion to approve the online audit in the amount of \$1,002,640.22 for the Green County Bank interest and principal payment. Trustee Laurie DeNardo seconded the motion. The Board then voted on the motion to approve and all were in favor. Motion Carried.

BOARD CONCERNS

Park Budget

Park and Event Center Manager Craig Bond brought a couple of concerns with his budget to the Board attention. They will review at a later time and finalize.

Village Square – 3rd Street Closure

Park and Event Center Manager Craig Bond updated the Board with plans to open the Village Square this season. He will continue to work out the details with the Watkins Glen Chamber Executive Director Nigar Hale.

CDL Training for the Electric Department Lineworker Helper Employees

Trustee Laurie DeNardo made the motion to approve mandated CDL training for Lineworker Helper Jeff Heichel and Jared Hartman in the amount of \$650/ea. and additional one-on-one training at a rate of \$110/hr. if required. Deputy Mayor Louie Perazzini seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Fire Investigation Mock Trials

Tabled.

Dumpster Day – May 7th

Mayor Luke Leszyk reminded the Board that Dumpster Day will be held this Saturday, May 7, 2022 from 8am – Noon at the Shared Services Building behind Tops Market. A shredder truck will also be available this year.

[Campers on Village Streets](#)

Deputy Mayor Louie Perazzini brought up a concern that there are several campers that look to be permanently parked on side streets in the Village. Building Safety Inspector Scot Cole said he would look into the matter.

[Outside/Sidewalk Dining \(NYS Liquor Authority\)](#)

Deputy Mayor Louie Perazzini updated the Board with his findings regarding outside/sidewalk dining regulations that were afforded during the pandemic. He is awaiting more information from the SLA at which time the Board will advise those relevant businesses of steps that need to be taken if any.

[Seneca Sunrise – Parking](#)

Deputy Mayor Louie Perazzini observed a near miss with a child and vehicle at Seneca Sunrise on Decatur Street due to a vehicle parking over the sidewalk, forcing the child into traffic. Sergeant-In-Charge Ethan Mosher will look into the NYS Traffic Law and Building Safety Inspector Scot Cole will review the local Zoning Law to see if any violations are warranted.

[Interim Village Clerk – Fred Warrick](#)

Mayor Luke Leszyk introduced Interim Village Clerk Fred Warrick. He will be replacing current Village Clerk Lonnie Childs on June 3, 2022.

[EXECUTIVE SESSION](#)

Trustee Laurie DeNardo made the motion to exit public session and enter into executive session at 6:48 pm for a personnel matter involving the Electrical Department and pending litigation for a code violation. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

[RE-ENTER PUBLIC SESSION](#)

Deputy Mayor Louie Perazzini made the motion to exit executive session and re-enter public session at 7:21pm. Trustee Laurie DeNardo seconded the motion and all were in favor. Motion Carried.

Trustee Nan Woodworth made the motion to enter into a settlement and mutual release agreement with Shoreline & Home Development LLC regarding property located at 148 South Monroe Street. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

[ADJOURN](#)

With no further business to come before the Board, Trustee Laurie DeNardo made the motion to adjourn at 7:22 pm. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

Meeting Adjourned.

Respectively Submitted,

Lonnie M. Childs