



## **REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF WATKINS GLEN HELD TUESDAY, MARCH 26, 2024**

### **PLEDGE OF ALLEGIANCE**

The public session of the meeting was called to order at 6:00 pm by Mayor Laurie DeNardo. Present were Mayor Laurie DeNardo, Deputy Mayor Peter G. Cherock, Trustee Nan Woodworth, Trustee Bob Carson, Trustee Margaret Schimizzi, and Clerk Fred Warrick. Also, in attendance was Sergeant-in-Charge Ethan Mosher, Streets Supervisor Ken Barber, and Parks Coordinator Chantal Fitzgerald. There were approximately nine others in attendance.

### **RECOGNITIONS**

Mayor Laurie DeNardo announced that this was Nan Woodworth's last meeting as Trustee and presented her with an inscribed clock as a thank you for her years of service to the Village. The Mayor also announced the re-election of Bob Carson as Trustee, as well as newly elected Trustee Stephen Klemann.

### **MAYORAL APPOINTMENTS**

Mayor Laurie DeNardo requested a motion to appoint Robert Rossiter to another five-year term as part of the Watkins Glen Housing Authority. Trustee Nan Woodworth motioned first, seconded by Trustee Margaret Schimizzi. The Board then voted on the motion. All were in favor. Motion carried.

Mayor Laurie DeNardo requested a motion to appoint William L. Kennedy to another one-year term as Associate Village Justice. Trustee Margaret Schimizzi motioned first, seconded by Trustee Bob Carson. The Board then voted on the motion. All were in favor. Motion carried.

### **PRESENTATIONS**

Kristin Vanhorn of Larson Design Group spoke to the Board about the loan application for the EDA's 2023 PWEAA funding.

Heather Gilbert presented to the board a program for composting and asked the Village to consider participation.

### **PUBLIC HEARING – STREET LAWS**

Trustee Nan Woodworth motioned to open the public hearing on edits to the village's street laws. Deputy Mayor Peter G. Cherock seconded the motion. The Board then voted on the motion. All were in favor. Motion carried

### **PUBLIC BE HEARD**

Mark Mortimer inquired about why the village is now looking at removing stop signs from Porter, Perry and Magee and expressed his concerns about possible accidents as a result of doing so.

Justin Dominick asked the board if there was any research on the consequences of removing the stop signs. He asked if they do come down, what is the plan?

Margaret Mortimer asked the board to also think about if the stop signs are removed, will people be aware of the change and what risk does that create.

Nicole Wolcott questioned the reason for removing the signs. She stated that sometimes it is hard to see oncoming traffic because of cars parked on the side of the road, so stop signs are important. She stated the sidewalks are not in great shape and asked if sidewalk would be fixed.

Stacey Parrish expressed her concern that visibility of signs is blocked by trees.

Nicole Wolcott added that she liked the composting idea.

No other public comments were made.

## APPROVAL OF MINUTES

### Minutes for the Regular Meeting held on March 5, 2024

Deputy Mayor Peter G. Cherock motioned to approve the minutes from the regular board meeting held on March 5, 2024. Trustee Margaret Schimizzi seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

## DEPARTMENT REPORTS

Deputy Mayor Peter G. Cherock made the motion to approve all Department Head reports. Trustee Bob Carson seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

## VOTING ITEMS

### New Hire – Stacey Parrish

Trustee Nan Woodworth made a motion to approve the hire of Stacey Parrish as Superintendent of Village Parks and Recreation at \$65,000/yr effective April 1<sup>st</sup>. Deputy Mayor Peter G. Cherock seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

### Wage Adjustment – Chantal Fitzgerald

Trustee Margaret Schimizzi made a motion to approve the temporary increase of \$2.50/hr for Chantal Fitzgerald to be made permanent effective April 1<sup>st</sup>. Nan Woodworth seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

## LOSAP

Trustee Bob Carson made a motion to approve the review and certification of the 2023 Firefighter Records and the 2023 LOSAP Sponsor Authorization Form. Trustee Margaret Schimizzi seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

### Dumpster Day Contract

Trustee Nan Woodworth made a motion to award Green Leaf Recycling the Dumpster Day Contract. Trustee Bob Carson seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

### NYMPA/MEUA Meetings

Trustee Margaret Schimizzi made a motion to approve Supervisor of Electric Tom Ballard's attendance to the the NYMPA Annual Meeting & MEUA Semi-Annual Meeting on May 21<sup>st</sup> & 22<sup>nd</sup> at a cost of \$150 for registration and \$169 for lodging. Deputy Mayor Peter G. Cherock seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

### MEUA Delegate

Deputy Mayor Peter G. Cherock made a motion to approve a resolution designating Tom Ballard as the Village of Watkins Glen delegate to the semi-annual conference of the Municipal Electric Utilities Association of NY.

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

**WHEREAS**, the Semi-Annual Meeting of the Municipal Electric Utilities Association of New York State has been called on May 21, 2024, and May 22, 2024 to be held at the Embassy Suites by Hilton Destiny USA, 311 Hiawatha Blvd. W, Syracuse, NY 13204 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 Thomas Ballard be and is hereby designated as the accredited delegate of the Village of Watkins Glen, New York.

Trustee Margaret Schimizzi seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

#### [EDA 2023 PWEAA Funding](#)

Deputy Mayor Peter G. Cherock made a motion to approve a resolution committing a cash match for the EDA's 2023 PWEAA funding.

**WHEREAS** the Village of Watkins Glen is committed to securing funding to further the priority infrastructure projects within the Village; and

**WHEREAS**, the Village of Watkins Glen intends to apply for 2023 Public Works and Economic Adjustment Assistance (PWEAA) funds through the U.S. Economic Development Administration (EDA) to secure funding for Phase 2 of the Water System Improvements Project.

**WHEREAS**, the project total is \$9,240,050 and the grant requires a 50% match.

**NOW THEREFORE, BE IT RESOLVED**, that the Village of Watkins Glen Board of Trustees commits a cash match of \$4,620,025 to complete the project.

Trustee Bob Carson seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

#### [Fair Housing Officer](#)

Trustee Bob Carson made a motion to approve a resolution renewing the Village of Watkins Glen Fair Housing plan and designating a fair housing officer.

**WHEREAS**, the Village of Watkins Glen is a recipient of the Community Development Block Grant (CDBG) funding through the United States Department of Homes and Community Renewal, administered by the New York State Governor's Office for Small Cities; and

**WHEREAS**, the rules and regulations governing the Community Development Block Program require that the Village of Watkins Glen is responsible for taking specific actions to affirmatively further fair housing (AFFH) practices in the Village of Fair Housing; now, therefore, be it

**RESOLVED**, that it is the continued policy of the Village of Watkins Glen to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, religion, sex, handicap or disability, or familial status or national origin, and that discrimination in the sale, rental, leasing, financing of housing to be used for construction of housing, or in the provision of brokerage services, because of race, color, religion, ancestry, sex, national origin, handicap or disability, is prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Housing Law); and be it further

**RESOLVED**, that the Village of Watkins Glen designates again April as Fair Housing Month and will continue the following AFFH actions as originally adopted on February 21, 2023:

1. Display fair housing posters and distribute fair housing materials prepared by New York State, the municipality, U.S. Department of Housing and Urban Development (HUD), or fair housing organizations to community residents, landlords, real estate professional and lenders;
2. Hold an annual public meeting to address fair housing issues and obtain community input;

3. Elected officials, municipality staff in charge of planning, zoning, building, housing, community and economic development, and their third-party consultants attend an online fair housing training seminar; and be it further

**RESOLVED**, that the Village Clerk of the Village of Watkins Glen, shall be renewed as the designated Fair Housing Officer for the Village of Watkins Glen; and be it further

**RESOLVED**, that the position of Fair Housing Officer shall be renewed annually.

**RESOLVED**, that the Village Board may, on its own initiative or on petition, amend, supplement, or repeal the provisions of this resolution in conformity with applicable rules and regulations and in their interpretation and application, the provisions of this resolution shall be held to be minimum requirements, adopted for the promotion of the public health, morals, safety, or the general welfare. Whenever the requirements of this resolution are at variance with the requirements of any other lawfully adopted rules, regulations, or ordinances, the most restrictive, or that imposing the highest standards, shall govern; and be it further

**RESOLVED**, that this Resolution shall take effect immediately.

Trustee Nan Woodworth seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

#### [Summer Recreation Fee](#)

Trustee Margaret Schimizzi made a motion to approve an increase of the Summer Recreation Program weekly registration fee to \$125. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

#### [Clute Park Rate Sheet - Ice](#)

Trustee Bob Carson made a motion to approve a price increase for ice on the 2024 Clute Park Rates sheet to \$2.50/bag. Trustee Margaret Schimizzi seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

#### [Cabins to Castle – Easter Egg Hunt](#)

Trustee Nan Woodworth made a motion to approve a special events application by Cabins to Castles for their 8th Annual Easter Egg Hunt on March 30<sup>th</sup> from 10a – 1p in Clute Park. Trustee Margaret Schimizzi seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

#### [Inter-County Meeting](#)

Trustee Bob Carson made a motion to approve and Events Center application by Schuyler County Legislature for an Inter-County Association of Western New York monthly meeting on 10/28 from 8a – 2p, requesting the fee of \$500 be waived. Deputy Mayor Peter G. Cherock seconded the motion. In further discussion, Mayor Laurie DeNardo stated that past practice has always been to waive the fees for State/County use of Village facilities. The Board then voted on the motion. Deputy Mayor Peter G. Cherock and Trustee Margaret Schimizzi opposed. All others were in favor. Motion carried.

#### [Notary Refresher Course](#)

Deputy Mayor Peter G. Cherock made a motion to approve a 4-Hour Notary Zoom Class refresher course for Meghan Fernandez on 4/26 at a cost of \$60. Trustee Bob Carson seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

#### [NY Rural Water Assoc. 45th Annual Technical Training Workshop](#)

Trustee Margaret Schimizzi made a motion to approve Superintendent of Public Works Terry Wilcox's attendance to the NY Rural Water Assoc. 45th Annual Technical Training Workshop on May 20th – 23rd at a cost of \$370. Trustee Bob Carson seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

### Code Enforcement Training

Trustee Margaret Schimizzi made a motion to approve Code Enforcement Officer Scot Cole's attendance to a Lead Renovator Program on April 25<sup>th</sup> at no cost. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

### Closing the Public Hearing

Deputy Mayor Peter G. Cherock made a motion to close the public hearing at 6:53 p.m.. Trustee Nan Woodworth seconded the motion. The Board then voted on the motion. All were in favor. Motion carried.

### AUDIT

#### General Audit

Trustee Nan Woodworth made the motion to approve the general audit dated March 22, 2024 in the following amounts:

General	\$105,057.79	Sewer	\$540.59
Electric	\$220,422.23	Water	\$4,616.44
Joint Activity (CVWRF)	\$30,223.94		
DRI Projects	\$4,072.87		

Trustee Margaret Schimizzi seconded the motion. The Board then voted on the motion and all were in favor. Motion Carried.

### BOARD CONCERNS

#### Police Department Personnel Change

Officer Wesley Hines resigned as a full time Police Officer effective 3/14, but will stay on as part time as needed.

#### Local law Review

Mayor Laurie DeNardo asked the Board to review a local law to provide securing, repair, removal or demolition of unsafe buildings and structures.

#### Rescheduled Board Meeting

The next Board meeting was rescheduled to Thursday, April 11<sup>th</sup>.

#### Solar Eclipse

The Village office will close early at 1:00 p.m. on April 8<sup>th</sup> for the total solar eclipse.

#### DRI Projects – Ribbon Cutting

Mayor Laurie announced that there will be upcoming ribbon cutting ceremonies for the most recent DRI projects in May. Official date TBD.

#### Resident Letter – Abandoned Properties

Trustee Nan Woodworth read aloud a letter from resident Nick Paradiso regarding abandoned buildings. Mayor Laurie DeNardo affirmed that the Board was in the progress of reviewing changes to the law regarding demolition of abandoned properties.

#### Summer Recreation

Trustee Nan Woodworth and Trustee Margaret Schimizzi updated the Board on efforts to raise funds for the summer recreation program.

#### Clute Park Tent

Deputy Mayor Peter G. Cherock asked if Buildings and Grounds could check the tent for water build-up on the top of the tent.

#### Code Enforcement Clothing

Deputy Mayor Peter G. Cherock stated that the Code Enforcement Officer should have proper clothing and ID to allow

residents to recognize that he is the enforcement officer when operating outside the office.

#### EXECUTIVE

Deputy Mayor Peter G. Cherock made a motion to move to an Executive Session for personnel. 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 Nan Woodworth made a motion to adjourn at 7:50 p.m. Trustee Bob Carson seconded the motion. The Board then voted on the motion and all were in favor. Motion carried.

Meeting Adjourned.

Fred Warrick  
Village Clerk