VILLAGE OF WOLCOTT

BOARD OF TRUSTEES

VILLAGE HALL CONFERENCE ROOM

DEPARTMENT HEAD MEETING

Aug 10, 2021

7:00 pm

Members Present: Mayor Chris Henner, Trustees: Dan Smith, Andrew Marshall, Dave Lewis and Norma Stewart

Others Present: Fran Acker, Brian Ritchie, Ed Wazinski, Ryan Henry, Nick Rizzo, Ron Lancy, Otis Vezzose, Jerry Lasher, Bob Rowles, Kayla Rowles, Dan Mettler, Kim Mettler and Brett Norsworthy

Mayor Henner called the meeting to order at 7:00 pm with the Pledge of Allegiance.

**Executive Session**

Trustee Smith made the motion to move the meeting into executive session at 7:01 pm to discuss a Nuisance Abatement issue. Trustee Marshall seconded the motion. All present voted in favor. Mr. Rowles was asked to stay.

Trustee Smith made the motion to move the meeting back to open session at 7:15 pm. Trustee Lewis 2nd the motion. All present voted in favor.

Mr. Dan Mettler asked the board for an update on flooding at his property. Mayor Henner confirmed the engineer, Eric Weiss had visited the location. The Mayor stated there has been no recent response due to the engineer’s back log with COVID. The village has been working with one man short in highway. Mr. Mettler did provide a video of the water flow during a rain storm. Mayor Henner asked for it to be forwarded so he could provide it to the engineer.

**Fire Department-Jerry Lasher**

Report provided.

Joe Tavano should be working on shortening the siren cycles August 11th.

**Police Department-OIC Brian Ritchie**

Report provided.

Brian had information that got the Police Department approved for a grant through CVS for a permanent prescription drug drop off that will be placed in the front foyer.

**Highway Department-Nick Rizzo**

The Village of Wolcott Highway did get the winning bid for a sweeper truck. Total amount paid with all fees was $16,625.00. The vehicle is in the shop for brake replacement. Mr. Rizzo stated the Village does need to find a place to store for the winter and questioned if there was room at the Fire Department.

Striping is in motion. Mr. Rizzo is working on getting white paint.

Bushes at the fire hall have been trimmed. Liquor bottles around the parks have been picked up. Electric power to the bandstand has been turned off to deter loitering of those suspected of tossing the bottles.

**Sewer Department-Tommy Mettler-absent**

**Water Department-Ed Wazinski**

Mr. Wazinski mentioned the motor for the mixer has been received but still needs to be installed. Scott Hall at NTH to be contacted.

Garth Moody has started and has started training this week with Ron Lancy on meter reads.

Trustee Smith made the motion to approve water service hook up for a yard hydrant at 12087 Conklin Ave. The location needs a meter pit and a cellular read meter will be included. Deputy Clerk-Norsworthy will get the quote together for the customer. Trustee Marshall 2nd the motion. All present voted in favor.

There was a discussion regarding the status of the Cyber Security Vulnerability Assessment. Deputy Clerk Norsworthy and Mr. Wazinski has been working with Colacino Electric who monitors the Water Department and Just Solutions, along with the DOH to complete assessment. This is almost done.

30 day notices regarding the end of the moratorium was sent for water shut off’s to start after August 15th. Mr. Norsworthy provided the board with an updated list of those customers who have not paid and have not signed an attestation due to COVID or reached out to him regarding payment.

**Code Enforcement-Otis Vezzose**

Property under review signs placed at a property on Williams Street are being destroyed. The person responsible will be charged for the signs. Officer McManus will be also be speaking with the offender to not be driving over or damaging the Village signs.

Deputy Clerk Norsworthy provided the board with an updated list of properties with offenses as referenced in Local Law 2-2019 “Abatement of Chronic Nuisance Properties”. Mr. Norsworthy was asked to include the times of the offenses on his documentation.

**Court Audit**

Trustee Smith made the motion to approve the June 2021 court audit. Trustee Lewis 2nd the motion. All present voted in favor.

**Village Clerk-Treasurer-Fran Acker**

Trustee Smith made the motion to approve the Fiscal year end Treasurer’s report and financial reports for May 2021. Trustee Marshall 2nd the motion. All present voted in favor. Clerk-Treasurer Acker stated she has started the annual financial report to be sent to the state. This should be completed and ready to send by the end of August 2021.

Ms Acker provided slide copies of the webinar “American Rescue Plan Act Funding: Allowable uses” that she attended to the board.

**Meeting Minutes**

Trustee Smith made the motion to accept and approve the meeting minutes from the July 13, 2021 Department Head Meeting. Trustee Marshall 2nd the motion. All Present voted in favor.

Trustee Smith made the motion to accept and approve the meeting minutes from the July 26, 2021 Special Meeting. Trustee Stewart 2nd the motion. All Present voted in favor.

**Abstract #003**

Trustee Stewart made the motion to approve abstract #003 in the amount of $43,993.60 with vouchers numbered 112-155 and checks numbered 30782-30825. Total claims from the General Fund are $16,011.84. Total claims from the Water Fund are $8,234.68. Total claims from the Sewer Fund are $19,747.08. Trustee Smith 2nd the motion. All present voted in favor.

**Facilities Use Request**

Trustee Smith made the motion to approve the Facility use request for Wolcott Falls Park/Northrup Street Parking from Shirley Jones, Dorie Ohler and Jessica Courtney for Oct.2, 2021 from 11:00am-4:00pm for Fall Festival/Craft Show. Trustee Stewart 2nd the motion. All present voted in favor.

**Mayor Henner**

Open sealed bids for the 2003 Crown Vic the Village deemed as surplus:

Phil Juliano: $501.00

Sean Wells: $656.00

Jacob Henner: $101.00

Trustee Smith made the motion to accept the Sean Wells bid of $656.00 for the 2003 Crown Vic. Trustee Stewart 2nd the motion. All present voted in favor.

**Trustee Stewart**

Trustee Stewart was asked if the street from the mobile home park to Leavenworth would ever reopen. The response was a negative.

Kara Chapin is the new Wolcott Historian.

**Trustee Marshall**

Trustee Marshall asked about speed signs for the school zone. Mr. Rizzo will also reach out to the county.

**Trustee Smith**

Nothing at this time.

**Trustee Lewis**

Nothing at this time.

Mr. Wazinski thanked the Village Board and Employees for their help, well wishes and support during the recent passing of his brother.

**Correspondences**

Mayor Henner shared a recent email received from the Mayor of Fair Haven for neighboring municipalities to discuss Marijuana "Opt In or out".

**Executive Session**

Trustee Marshall made the motion to move the meeting into executive session at 9:41 pm to discuss contractual and personnel matters. Trustee Smith seconded the motion. All present voted in favor.

Trustee Smith made the motion to move the meeting back to open session at 10:54 pm. Trustee Marshall 2nd the motion. All present voted in favor.

Trustee Smith made the motion to approve Quote # 1100220 from Finger Lakes Communications in the amount of $2,530 for police radios. Trustee Stewart 2nd the motion.

Trustee Smith made the motion to approve sweeper repairs not to exceed $6,000 between Tymco and Eagle Welding. Trustee Stewart 2nd the motion. All present voted in favor.

Trustee Smith made the motion to accept Champion Asphalt proposal #21-6135 not to exceed $4,300 for village striping. This does not include paint. Trustee Stewart 2nd the motion. All present voted in favor.

Trustee Marshall made the motion to hire Mike Perce as a laborer for the Highway Department at $17.55 with 6 month probationary period contingent on DOT drug test. Employment will be per Union Contract. Ayes: Trustees Smith, Lewis, Marshall and Stewart Nays: Mayor Henner

Garth Moody will be allowed 8 hours a day comp time on Fridays or advance vacation. If he chooses advance vacation, a letter will be signed to repay if he leaves his employment with the Village before benefit time is earned.

**Adjournment**

Trustee Stewart made the motion to adjourn the meeting at 11:00 pm. Trustee Lewis seconded the motion. All present voted in favor.

The next regularly scheduled Village Board of Trustees Meeting will be held on September 14, 2021 at 7:00pm in the Village of Wolcott Conference Room.

Respectfully Submitted,

Fran Acker

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Clerk-Treasurer