VILLAGE OF WOLCOTT

BOARD OF TRUSTEES

VILLAGE HALL CONFERENCE ROOM

DEPARTMENT HEAD MEETING

September 24, 2019

7:00 pm

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

Others Present: Fran Acker, Brett Norsworthy, Jerry Lasher, Otis Vezzose, Donna Graham, Ron Lancy, Evan Tyler, Zackery T. Powell, and Tommy Mettler

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

**Fire Department- Chief Jerry Lasher**

Chief Lasher presented to the board the classes taken and certificates received at the Old Forge Fire Training.

Monthly report is attached.

**Police Department-OIC Zackery T. Powell**

The hotline/tip-line is up and running with the information being included on the back of the most recent water/sewer billings. The voicemails are checked at the beginning of every shift.

Evan Tyler thanked the OIC for checking the business doors downtown.

A “patch” has been put into the SJS reporting system to update all back dated reports where the incorrect ORI number was used in the past.

Monthly report is attached.

**Highway Department--Excused**

Monthly report has been submitted and is attached.

**Sewer Department-Tommy Mettler**

Mr. Mettler confirmed that Blue Heron got electric installed for the meter.

Work is scheduled on Thursday September 26, 2019 for the pipe at Manhole #7. This is residue work from the previous sewer capital project.

2 Quotes have been received from Gordon Beh for the wet wells.

Mr. Mettler has been working along with Deputy-Clerk Norsworthy to contact Cummins for the coolant heater at the Mill Street Pump Station.

**Water Department-Evan Tyler**

Mr. Tyler said he didn’t have much to report.

Trustee Marshall thanked Mr. Tyler for fixing Venus.

Mr. Tyler asked if it was possible to obtain an “as built” map of the water line that was installed at the Mill Street Bridge. Mayor Henner will ask LaBella at the next production meeting.

**Otis Vezzose-Code Enforcement**

Mr. Vezzose discussed some sidewalk issues around the village. He has also had some conversations with the possible new owner of the old elementary school.

**Donna Graham** commented that she thinks the group has made good progress on the mobile home and separate animal law. She mentioned that there is a sentence in the sidewalk law that the team feels should be adjusted but other than that, is all set.

**Gordon Beh Excavating Contractors Estimates**

Trustee Smith made the motion to approve contract #2471 in the amount of $3,665.00 to clean aerators – OSHA Confined Space Equipment. Trustee Marshall 2nd the motion. All present voted in favor.

Trustee Smith made the motion to approve contract #2472 in the amount of $2,080.00 for cleaning pump station-up to 8 hours prevailing wages. Trustee Marshall 2nd the motion. All present voted in favor.

**Meeting Minutes**

Trustee Smith made the motion to approve the meeting minutes from September 10, 2019. Trustee Stewart 2nd the motion. All Present voted in favor.

Clerk Acker made the board aware that during the August 13th meeting, the board reviewed the updated Sexual Harassment prevention policy. Mayor Henner made the motion to approve, Trustee Smith 2nd the motion and all present voted in favor. However, this motion was omitted from the August minutes.

**Mayor Henner**

He has had discussions with Clark-Patterson regarding water plant and roof replacement during grant investigations.

The 2nd workshop held by the Atlantic States Legal Foundation is being held at the Elks Lodge Thursday September 26th. The mayor wants everyone to know this is the very beginning of a several step and long process. He thinks that the community involvement is great but wants it known that contrary to what may be said or believed, he has never spoken with anyone from the Atlantic States Legal Foundation.

Bridge project status: still having Monday meetings, and the project is a little over a month behind. The last pour should be Thursday September 26, 2019. The compaction tests were done on Monday, September 23, and they all passed. The Mayor was present to witness the tests. Now the back filling can begin.

Paving on New Hartford Street between Wilson to the Butler town line will be done in the next few weeks. This will be a CHIPS project.

Bids for the Town of Wolcott Sewer project has gone out and they should be hearing back shortly.

**Trustee Stewart**

Thanked the board for letting her attend the NYCOM Fall training in Saratoga Springs.

**Trustee Marshall**

Inquired on what can be done with the extra pipe from the bridge installation. Options will be looked at including future needs with the highway department.

**Trustee Smith**

Confirmed that the surplus electronics had gone with the recent town clean-up.

Requested the status of the FD boat. Chief Lasher confirmed it has been decommissioned and the former owner does not want it back. Chief Lasher will provide numbers to OIC Powell to run a verification.

**Correspondence-Cyber Security Grant**

Mayor Henner read the letter from Homeland Security and Emergency Services that the Village of Wolcott has received a $50,000 grant for cyber security. The funding is provided to enhance and sustain our jurisdiction’s cyber security as well as ensure our information systems are secure.

**Donna Graham**

Asked permission to pull weeds around the Northup Park Gazebo. She will leave them and the Village employees will pick up.

Continued conversation regarding “abatement of Chronic Nuisance” Law. Trustee Stewart referenced a correction needed to be made in the wording of section #6, Paragraph A. All reviewed and agreed on the wording to be changed.

A public hearing is set up for October 8th at 6:00pm to be held at the Village of Wolcott Village Hall conference Room for the Abatement of Chronic Nuisance properties and to amend the code by adding a new chapter; “Landlord Registry”. Copies will be available for the public.

Ms Graham thanked all those who participated throughout the process: Brett Norsworthy, Otis Vezzose, previous committee members: Brian Dean and Tom Ryan.

**Executive Session**

Trustee Smith made the motion to move the meeting into executive to discuss a contractual and personnel issue at 8:34pm. Trustee Stewart seconded the motion. All present voted in favor.

Trustee Smith made the motion to move the meeting back to open session at 9:13 pm. Trustee Marshall 2nd the motion. All present voted in favor.

Trustee Smith made the motion to approve Lehigh Hanson the New Hartford paving project in the amount of $50,000. Trustee Stewart 2nd the motion. All present voted in favor.

**Adjournment**

Trustee Smith made the motion to adjourn the meeting at 9:18 pm. Trustee Stewart 2nd the motion. All present voted in favor.

The next regularly scheduled Village Board of Trustees Meeting will be held on October 8th, 2019 at 7:00pm at the Village Hall.

Respectfully Submitted,

Fran Acker

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Clerk-Treasurer