VILLAGE OF WOLCOTT

BOARD OF TRUSTEES

VILLAGE HALL CONFERENCE ROOM

DEPARTMENT HEAD MEETING

January 25, 2022

7:00 pm

Members Present: Deputy Mayor Dan Smith, Trustees: Andrew Marshall and Dave Lewis

Excused: Mayor Chris Henner

Absent: Misty Harper

Others Present: Fran Acker, Nick Rizzo, Brian Ritchie, and Garth Moody.

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

**Fire Department-Jerry Lasher**

Trustee Marshall made the motion to approve Municipal Solutions to process the CARES CDBG Grant application for a fee not to exceed $3,500. Trustee Marshall 2nd the motion. All present voted in favor.

A public hearing for the CARES CDBG grant is scheduled for January 31, 2022 at 6:00 pm in the Village Hall Conference Room.

**Police Department-OIC Brian Ritchie**

911 Report was not available. See Monthly Report.

**Highway Department- Nick Rizzo**

Mr. Rizzo stated all is going well. There have been some mechanical issues that the department has been addressing.

Trustee Marshall made the motion to approve purchase of an actuator in the amount of $2,200.00 from Cummings and Bricker. Trustee Lewis 2nd the motion. All present voted in favor.

**Sewer Department-Tommy Mettler-absent**

**Water Department-Garth Moody**

Mr. Moody attended the meeting in Mr. Wazinski’s absence. Mr. Moody informed the Village Board there was a major water leak on Cardinal Road December 15th-December 16, 2021 that used approximately 100,000 gallons of water. Mr. Wazinski will work with the office on how to bill.

Koester’s needs pricing from Goulds Pumps for the pump pulled from the Water Plant.

Jim Colacino from Colacino Industries is working with the Village’s Insurance Company through a virtual inspection on the damage caused during the last power outage to prevent repeat occurrences.

Meter readings start in February. Ron Lancy is unable to help this quarter. Evan Tyler might be able to assist January 31, 2022.

Everything else is running smoothly.

Clerk-Treasurer Acker did an internal audit on outside water customer deposits. Found there were some where no notices were sent to the new owners making them aware $200.00 deposits were required or $200.00 were not collected. She proposed that those from 2019 not be followed up on due to after 3 years it was time to be refunded. Follow up letters for missing outside water customers for the years 2020 to current will be sent in the next water bills.

The current shut off list as of 1/24/22 total approximately $37,000. Ed Wazinski and Garth Moody will work on contacting those on the list as time allows.

WCWSA sent a notice that they will be increasing sewer rates. Deputy Mayor Smith tabled the discussion regarding a rate increase until a meeting with Marty at WCWSA can be held before the next village budget.

The Village has not been accepting checks for payment from Mr. Allan Gow since December 2017. The board discussed accepting checks moving forward in good faith. He must pay late fees for his current amount due because he had plenty of time since he received a notification letter to discuss with the Village Board. If the village receives another NSF check from Mr. Gow, then absolutely no more checks will be allowed as payment from him. Clerk-Treasurer Acker will send a letter to Mr. Gow with the decision asking for his signature of agreement.

**Late Fees account #23130.**

The customer called on January 24th asking if the late fees could be forgiven because she contacted the bank late and it took the bank too long to get the check cut. Clerk-Treasurer Acker had explained to the customer that the check was dated January 10, 2022 which is when the last penalties went into effect. The amount of the late fees are $35.12. Clerk-Treasurer Acker provided the Village Board with the customer’s payment history which showed the last couple of quarters late, also discussed on the phone with the customer. Deputy Mayor Smith, Trustees Lewis and Marshall all voted nay to forgive the late fees. Clerk-Treasurer Acker will notify the customer.

**Late Fees account #56900**

Customer called about getting late fees in the amount of $10.14 forgiven. He was waiting to receive an adjusted bill from former Deputy Clerk-Treasurer Norsworthy. Once the customer received it he paid, but it was received during a penalty. Trustee Lewis made the motion to forgive $10.14 late fees. Trustee Marshall 2nd the motion. All present voted in favor.

**Code Enforcement-Otis Vezzose**

2 properties were reviewed under the Nuisance Abatement Properties Local Law. A notice will be certified delivered to the owner of 5948 Williams Street asking to attend the Village Board Meeting on February 8, 2022 to discuss recurring incidents and resolution.

**Village Clerk-Treasurer-Fran Acker**

Trustee Lewis made the motion to accept December 2021 Treasurer’s report and financials. Trustee Marshall 2nd the motion. All present voted in favor.

**Avangrid (NYSEG and RG&E) GRT Settlement Update**

Clerk-Treasurer Acker provided the board with an email update from Mike Caton at Comptel Consultants to the next steps regarding the Avangrid GRT Settlement Update. Avangrid has submitted necessary filings to become effective February 1st, 2022 to begin collecting and paying local GRT on “delivery only” revenues going forward.

**Meeting Minutes**

Trustee Lewis made the motion to accept and approve the minutes from the December 14, 2021 Department Head Meeting that was previously tabled due to no quorum. Trustee Marshall 2nd the motion. All present voted in favor.

January 11, 2022 approval of minutes will be tabled due to no quorum. Deputy Mayor Smith was absent for the meeting and Trustee Harper is not present for this meeting.

**Trustee Marshall**

Trustee Marshall asked the status of the Zoning Board. Clerk-Treasurer Acker responded that after a discussion with Mayor Henner, she sent out a letter to members Brett Norsworthy and Fran Norsworthy asking their intent with the board. The needs of the Zoning Board will be analyzed once their responses are received.

**Deputy Mayor Smith**

Deputy Mayor Smith thanked Trustees Lewis and Marshall for running the January 11th meeting during his absence.

**Trustee Lewis**

Trustee Lewis spoke with Deb at Colacino Industries who is putting together estimates for electric vehicle charging systems and funding possibilities.

Trustee Marshall made the motion to adjourn the meeting at 8:53 pm. Trustee Lewis 2nd the motion. All present voted in favor.

The next regularly scheduled Village Board of Trustees Meeting will be held on February 8, 2022 at 7:00pm in the Village of Wolcott Conference Room.

Respectfully Submitted,

Fran Acker

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Clerk-Treasurer