

At a regular meeting of the Board of Trustees of the Village of Morrisville, held the 5th day of December, 2019, at the Town of Eaton Municipal Offices, 35 Cedar Street, Morrisville, there were:

Present:	Mark Shepard	Mayor
	Thomas Lane	Trustee
	Michael Higgins	Trustee
	Kathleen Roher	Trustee
	James Stokes	Attorney
	Amy Will	Clerk-Treasurer

Absent: Judy Scholefield Trustee

Others: Connie Shepard, resident.

Mayor Shepard opened the meeting at 7:01 p.m. with the Pledge of Allegiance.

Minutes of the November 7, 2019 and November 20, 2019 meetings were reviewed. Trustee Roher made a motion to adopt the minutes as written, seconded by Trustee Higgins, all ayes. Motion carried.

Public Comment: None.

Code Enforcement Officer: Mr. Sutton submitted a written report for review.

Trustee Roher asked what we are going to do about property owners who habitually violate the ordinance requiring garbage cans to be removed from the curb after collection. The code enforcement officer has been sending violation notices and she questioned what other action are we are going to take. Trustee Lane said it's a joke unless we hit them in the pocketbook. He continued that the fine hasn't been enforced and in his opinion it should be and if it goes unpaid it should be levied onto the village tax bill. Mayor Shepard suggested Trustee Lane speak to the code enforcement officer regarding these concerns and the board then decide how to proceed.

Department of Public Works: Trustee Lane said Mr. Commins is obtaining quotes to replace the roof at the DPW building. They are also attempting to repair the transmission in the dump truck before doing anything more.

The board discussed the small municipal parking lot adjacent to 2 East Main Street (the Reidy Building). Sale of the lot to the neighboring property owner was considered. Attorney Stokes suggested the board license the lot to the property owner, rather than sell it outright which would require an appraisal and survey. By licensing the property the board would set an annual fee and the property owner would have sole use and would be responsible for maintenance. After further discussion, the board agreed and determined an annual license fee of \$1,500 for this lot. The property owner will be contacted regarding this.

Historic Preservation: Mayor Shepard is still unsure of the status of the commission. He reached out to Sue Greenhagen but she has not gotten back to him.

Planning Board/Zoning Board of Appeals: Mrs. Will advised the board that the Zoning Board of Appeals approved an application for an area variance to allow NAPA to add a sign to the existing pole. The Planning Board also met this week and approved an application for site plan review for a tattoo shop/art gallery to open at 8 Eaton Street, and also approved the application for a sign permit for NAPA.

Youth Commission: Mayor Shepard advised the board that he went to the Town of Smithfield and spoke with the Town Clerk regarding the youth commission. He discussed where things stand with the program and the plans for the future. The Town Clerk said the annual contractual payment would be made this month.

The board discussed hiring a program director. They reviewed the civil service job description. Mayor Shepard said ideally they would advertise for this position in January and get someone in place by March. Salary was discussed. Trustee Higgins said the salary should depend on their ability and vision. Trustee Lane agreed and said we need someone with a vision; not the village board's vision, but their own.

Mayor Shepard discussed the revised youth commission contract with the Towns of Eaton and Smithfield. Attorney Stokes to prepare revised contracts and provide to Town of Smithfield for consideration.

Law Enforcement: Trustee Higgins hopes to meet with Corey Mosher of Senator May's office next week during his office hours. He wants to keep pushing forward on the two senate bills; one for expanding the jurisdiction of University Police and the other for SUNY host community funds.

Campus/Community Committee: Trustee Roher said this Sunday is the holiday event at Madison Hall. Mrs. Will advised the board that Madison Hall requires a contract for use of their building, which Attorney Stokes has reviewed. Trustee Lane made a motion to approve the contract with Madison Hall Association, Inc. for use of the building on December 8, 2019, seconded by Trustee Roher, all ayes. Motion carried.

Attorney: Attorney Stokes reviewed the PILOT agreement for Wilcox Apartments. The current contract provides that it will be renewed for an additional 15 years if the property is still subject to a federally aided mortgage, which it is. The proposal is an increase of 3% per year, which Attorney Stokes believes to be reasonable and fair. The board will further discuss at the January meeting.

Trustee: Trustee Roher noted that the village is losing our barber now. She questioned whether the village should be trying to do something. Trustee Lane said that Emily and Casey Marshall have reached out to another barber. Mayor Shepard noted that if we engage a grant writer one area to focus on is economic development.

Clerk-Treasurer Report: The board was provided financial reports detailing income and expenditures to date by fund.

The board was provided with the publication "Fiscal Oversight Responsibilities of the Governing Board" as well as the recent audit report for the Village of Canastota. Mrs. Will reiterated the need for greater oversight and suggested further discussion during upcoming budget work sessions.

The board was provided a quote for mat service from Cintas. The cost is \$35 per week with the months of May through September at a flat fee of \$87.50. The cancellation fees were discussed. Attorney Stokes suggested obtaining a quote from another vendor before making a decision.

Mrs. Will requested that the board consider changing the broker of record on the workers' compensation policy to NBT Insurance Agency, as they are the agent for the village's other policies. The premium is not affected by this change. Trustee Lane made a motion authorizing NBT Insurance Agency to act as servicing agent for the Village's worker's compensation plan, seconded by Trustee Higgins, all ayes. Motion carried.

Mrs. Will advised the board of a water meter which froze at 24 West Main Street. In November a new meter was installed at this location. Mr. Commins advised the maintenance person that they needed to ensure it didn't freeze and break or they would be responsible for the cost. At some point after installation the meter did freeze and blew the bottom plate off. All water that went through was unmetered. Mr. Commins thinks it could have been leaking for a couple of days, however the owner stated that the maintenance person was there when it occurred and immediately shut the water off. Mrs. Will said there is a question of whether the village may charge for the unmetered water. The board discussed this with Attorney Stokes. Because the current fee schedule does not provide for this the village cannot charge for this incident. Trustee Lane made a motion to amend the fee schedule to provide a charge of \$125 plus the cost of material when a water meter freezes and the plate and/or any other component needs to be replaced or repaired, seconded by Trustee Higgins, all ayes. Motion carried.

The board was provided with a tentative schedule for budget work sessions. Mrs. Will asked the board to review and let her know of any conflicts.

Trustee Roher made a motion authorizing the Village Office to close at noon on 12/23/19 and be closed for the day from 12/24/19 through 12/27/19, seconded by Trustee Lane, all ayes. Motion carried.

Trustee Higgins made a motion authorizing the following budget transfers; A9010.8 (State Retirement) \$632.00 from A1990.4 (Contingency); A9040.8 (Unemployment Insurance) \$2.50 from A3320.1 (Parking Enforcer Personal Svc); F9010.8 (State Retirement) \$619.00 from F1990.4 (Contingency), seconded by Trustee Lane, all ayes. Motion carried.

Each member of the board reviewed all vouchers presented. Trustee Higgins made a motion to pay audited vouchers as indicated below, seconded by Trustee Lane, all ayes. Motion carried.

General Fund – Vouchers 172-205
Water Fund – Vouchers 40-47

Waste Water Operation & Maintenance Fund – Vouchers 37-42

Trustee Lane made a motion to go into executive session at 8:09 p.m. to discuss the employment history of a particular person or corporation, seconded by Trustee Higgins, all ayes. Motion carried. Attorney Stokes was excused from executive session.

Trustee Lane made a motion to come out of executive session at 8:19 p.m., seconded by Trustee Roher, all ayes. Motion carried. No action was taken in executive session.

With no further business before the board, Trustee Higgins made a motion to adjourn the meeting at 8:22 p.m., seconded by Trustee Lane, all ayes. Meeting adjourned.

Respectfully submitted,

Amy Will
Clerk-Treasurer