

At a regular meeting of the Board of Trustees of the Village of Morrisville held the 4<sup>th</sup> day of June, 2015, at the Town of Eaton Building, Morrisville, there were:

|          |                |                 |
|----------|----------------|-----------------|
| Present: | Mark Shepard   | Mayor           |
|          | Margaret Brody | Trustee         |
|          | Emily Marshall | Trustee         |
|          | Kathleen Roher | Trustee         |
|          | James Stokes   | Attorney        |
|          | Amy Will       | Clerk-Treasurer |

|         |            |         |
|---------|------------|---------|
| Absent: | Allen Noel | Trustee |
|---------|------------|---------|

Others: Connie Shepard and Charlie Bostic, residents; Eric Faisst, resident and chairman of the Comprehensive Master Plan Committee; Tracy Zoellick, former resident; and Janet Oley, Deputy Clerk.

Mayor Shepard opened the meeting with the Pledge of Allegiance at 7:00 p.m.

Minutes of the 5/7/15 meeting were reviewed. Trustee Brody made a motion to approve the minutes as written, seconded by Trustee Roher, all ayes. Motion carried.

**Comprehensive Master Plan Committee:** Eric Faisst provided an update on the status of the committee. The paper and electronic survey has resulted in approximately 60 responses. The committee plans to hold stakeholder meetings from May through August. They have already met with Cliff Moses at the Town, representatives from Morrisville State College, Kipp Hicks of the Madison County Industrial Development Agency, and members of the village planning board. The committee will begin speaking with EMS, police and fire. The next group meeting will be with businesses and nonprofit organizations. Mr. Faisst indicated the committee would like to host an evening social mixer for this. Madison Hall would be used at no charge. The committee has created a master business list which includes not only village businesses, but some outside the village. The mixer would include a presentation on the charge given to master plan committee and an overview of their work so far. Attendees would be provided with packets containing demographic information that's been collected, a summary of what they've found in the survey, and a clean version of the business listing. Mayor Shepard asked if there are any other events like this mixer being proposed. Mr. Faisst responded that they haven't considered that and he didn't believe such an event would be necessary when reaching out to EMS, police and fire.

The board discussed the budget request of \$1,600 for the business mixer. Trustee Brody questioned whether three quotes for catering is necessary. She was concerned that all other departments are required to obtain multiple quotes. Attorney Stokes indicated that the board can motion to waive the purchasing policy in this instance. Trustee Brody suggested that perhaps the event should be pushed back some and held at a later date. Trustee Marshall questioned what the budget line is for the master plan committee. Mrs. Will stated it is \$1,000. Trustee Marshall said her concern is that the committee will need additional funds later in the year and we'll have expended the budget line for this event. Mr. Faisst confirmed that they will need funds for publishing the final plan. After further discussion, the board tabled the matter and Mayor Shepard said he would contact Mr. Faisst tomorrow.

**Code Enforcement Report:** Mr. Sutton submitted a written report.

**DPW Report:** Trustee Roher indicated the DPW has been busy mowing and with monthly landfill and yard waste pickup. She advised the board that the John Deere tractor needs repairs to the air conditioning unit. Because the unit has no windows that open, it has to be fixed.

**Crossing Guard:** Trustee Roher spoke to Deb Dushko, principal of the MECS elementary school, about the possibility of school aides acting as the crossing guard. She's not sure if there will be interest. Mayor Shepard indicated we will begin advertising the position in the village newsletter in case it doesn't work out.

**Public Hearing Regarding a Local Law to Amend Chapter 169 (Vehicles & Traffic):** Mayor Shepard opened the public hearing at 7:34 p.m. Mrs. Will noted one modification; Williams Street was changed from no parking both sides, entire length, to no parking on the north side, entire length. There was no public comment regarding the proposed local law. Mayor Shepard closed the public hearing at 7:36 p.m.

Trustee Roher made a motion to adopt Resolution 15-14, seconded by Trustee Marshall. Roll call vote as follows: Trustee Roher, aye; Trustee Marshall, aye; Trustee Brody, aye; Mayor Shepard, aye. Motion carried.

**RESOLUTION NO. 15-14  
OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF MORRISVILLE**

A RESOLUTION ADOPTING A LOCAL LAW  
TO ADD AND/OR MODIFY PARKING RESTRICTIONS LISTED IN  
SCHEDULE XII OF CHAPTER 169 OF THE CODE OF THE VILLAGE OF MORRISVILLE

**WHEREAS**, upon notice duly published and posted as required, a public hearing on the adoption of a proposed local law No. 3 of the year 2015 of the Village of Morrisville to add and/or modify parking restrictions in the Village of Morrisville was held by the Board of Trustees on June 4, 2015, and

**WHEREAS**, the adoption of this local law is not an action that may have an effect on the environment as defined by the implementing regulations of the New York State Environmental Quality Review Act, and is therefore not an action subject to SEQRA.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** as follows:

After due deliberation, the Board finds it in the best interest of the Village of Morrisville to adopt this local law, and does hereby adopt this local law. The Village Clerk is hereby directed to enter said Local Law in the minutes of this meeting and in the Local Law Book of the Village of Morrisville, and to give due notice of the adoption of said Local Law to the Secretary of State.

**Public Comment:** None noted.

**Trustee Report:** Trustee Roher said that she was asked why the village doesn't sell the small municipal parking lot adjacent to the Reidy Building so that the village no longer has to maintain it. Trustee Marshall felt the board should consider this.

Trustee Marshall said there is an area on the Chenango River that needs attention. There are trees down. She indicated that the village owns the property in question. After discussion it was decided to have the DPW take a look and determine the scope of work.

**Mayor's Report:** Mayor Shepard advised that Jim Cunningham spoke to him about purchasing for the sewer plant. He indicated that it's very time consuming and cumbersome to come up with quotes. Mr. Cunningham asked the board to consider raising the threshold to \$1,000 before quotes are needed. After discussion it was decided that the matter would be tabled until July so the board could review the current purchasing policy.

Mayor Shepard and Trustee Noel attended a conference in Oneonta which provided information regarding grants available for water and wastewater projects. Mayor Shepard indicated that Trustee Noel is starting the process to lay out the scope of work and will report to board next month. Mayor Shepard said that we may be getting into a situation where we need to bond. Trustee Brody noted that the first thing to consider is the cost. Mayor Shepard noted that we'll need to hire an engineering firm to process the necessary paperwork for the 2017 grant cycle.

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

Mrs. Will advised the board that Gene Larchar requested a reduction in his water/sewer bill. At some point during the winter a pipe froze and broke, resulting in a water leak. This wasn't found until late March and repaired. A copy of the repair bill was provided for board review. The May water/sewer bill was for 7,886 cubic feet. Mrs. Will indicated that the Larchar's spend winters out of state and she provided the board with their water/sewer transaction summary showing usage for the prior two winters of 7 and 2 cubic feet. Based on the average consumption for the past four quarters, Mrs. Will recommended the board consider a credit of \$326.83 to the O&M portion of the Larchar's bill. Trustee Roher made a motion authorizing a credit in the amount of \$326.83 to the O&M portion of Eugene Larchar's water/sewer bill, seconded by Trustee Marshall, all ayes. Motion carried.

Mrs. Will advised the board Max DePuy and Jim Hotaling, property owners on Cross Avenue, requested that the village provide some sort of credit to their water bills because they were without service for an extended period of time due to frozen water lines. Mr. Hotaling stated that because the property was without water service for more than a month he lost two tenants and a considerable amount of revenue. He believes that the village should have dug up the street to provide water service. The board discussed the situation and that this was considered an "act of God". Trustee Brody made a motion authorizing a one-time credit to the water portion of the bill of Max DePuy in the amount of \$50.00 and Jim Hotaling in the amount of \$100.00, seconded by Trustee Roher, all ayes. Motion carried.

Mrs. Will indicated that the village website should be live by the end of the week.

Steve Jones submitted a copy of his application to renew the liquor license at The Corral. The board discussed possibly sending a letter to the Liquor Authority again regarding the concerns at this establishment, as was done in the past. Attorney Stokes recommended that there be documentation to support any claims made regarding incidents. The board suggested that we determine what occurred at the property over the past year and issue a letter if warranted.

Mrs. Will said that the village tax bills, recently prepared and issued by the county, are a mess. The due date was listed as 6/1 when it should have been 6/30, and the dates on the penalty schedule were off by a month. Initially the county stated they would not take any action regarding these errors, however today we were notified that they were offering three options; leave the situation alone, issue a letter to taxpayers explaining the issue, or reissue corrected bills. Mrs. Will suggested that we request that the county issue a letter explaining the situation. A corrected bill will further complicate the situation, especially with some taxes having already been paid. The board agreed. Attorney Stokes suggested that Mayor Shepard speak to Cliff Moses about this situation and our concern about what is happening at county.

Mrs. Will said she will begin preparing the Annual Financial Report, which is due at the end of July. She requested authorization for overtime as necessary for the months of June and July. Trustee Marshall made a motion authorizing overtime for Amy Will as necessary in the months of June and July, seconded by Trustee Brody, all ayes. Motion carried.

Trustee Brody made a motion authorizing the following budget transfers for fiscal year 2014-2015: A1410.42 Clerk/Treasurer Telephone \$57.31 from A1410.13 Clerk-Treasurer Overtime; A1620.42-2 Village Office Maintenance \$130.17 from A1410.13 Clerk-Treasurer Overtime; A1620.45-2 Village Office Utilities \$20.55 from A1410.13 Clerk-Treasurer Overtime; A1640.41 DPW Telephone \$29.76 from A1410.13 Clerk-Treasurer Overtime; A3320.4 On Street Parking Contractual \$7.69 from A1410.13 Clerk-Treasurer Overtime, A3320.41 Parking Signs \$241.33 from A8160.41 Refuse & Garbage Collection; A3620.2 Code Enforcer Equipment \$299.98 from A3620.1 Code Enforcer Personal Service; A5182.41 Street Lights \$125.72 from A8160.41 Refuse & Garbage Collection; A7110.4 Parks Contractual \$1674.00 from A8160.41 Refuse & Garbage Collection; A7310.4 Youth Commission Program Expense \$317.35 from A7310.4 Youth Commission Insurance; A9030.8 Youth Commission FICA \$112.83 from A7310.4 Youth Commission Insurance; F9060.8 Medical Insurance \$327.53 from F8310.42 Equipment Repair; G9060.8 Medical Insurance \$134.87 from G8110.4-2 Electric & Gas; G8110.4-1 Waste Water Telephone \$0.97 from G8110.4-2 Electric & Gas, seconded by Trustee Roher, all ayes. Motion carried.

Trustee Brody made a motion to close the books for fiscal year 2014-2015 and pay all outstanding claims, seconded by Trustee Roher. Roll call vote as follows: Trustee Roher, aye; Trustee Marshall, aye; Trustee Brody, aye; Mayor Shepard, aye. Motion carried.

The board discussed the budget request for the business mixer. Trustee Marshall made a motion approving the rental contract with Madison Hall Association for the business mixer, a village sponsored event, with authorization for Mayor Shepard to sign said contract, seconded by Trustee Brody, all ayes. Motion carried.

Trustee Marshall made a motion authorizing a budget not to exceed \$500.00 for the business mixer, seconded by Trustee Brody, all ayes. Motion carried.

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

General – Vouchers 311-329 and 1-4

Water Fund – Vouchers 73-77

Waste Water Operation & Maintenance Fund – Vouchers 67-71

Youth Commission – Voucher 15-17

With no further business before the board, Trustee Roher made a motion to adjourn the meeting at 8:17 p.m., seconded by Trustee Brody, all ayes. Meeting adjourned.

Respectfully submitted,

Amy Will  
Village Clerk-Treasurer