

**DRAFT MINUTES**

At a special meeting of the Board of Trustees of the Village of Morrisville, held the 29<sup>th</sup> day of May, 2020, via videoconferencing technology due to the coronavirus pandemic, there were:

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

Absent:         Judy Scholefield        Trustee

Others: None.

Mayor Shepard opened the meeting at 8:30 a.m. Clerk Will made the following statement: “This meeting is being held in compliance with Governor Cuomo’s Executive Order 202.11. The public may listen to or view this meeting via web-based video technology by using Zoom. Public comment will not be allowed at this meeting.”

Clerk Will conducted a roll call and determined four of the five members of the Board of Trustees were present for this meeting, representing a quorum.

Clerk Will indicated that the purpose of this meeting is to consider the request of Northland Associates, Inc. to provide street sweeping services. Northland Associates, Inc. is working on the new renewable energy building located on SUNY Morrisville’s campus. A representative of Northland Associates contacted DPW Superintendent Dave Commins and asked if the village would provide street sweeping services on Madison Road (on SUNY Campus) and Eaton Street from the intersection of Madison Road to East/West Maple Avenue. The construction vehicles are creating a mess of these roads. This would be on an as needed basis and the representative offered pay the village \$300 per occurrence for this service.

The board discussed this at length, and Superintendent Commins was called for additional clarification. After discussion, Mayor Shepard made a motion to enter into a contract with Northland Associates, Inc., for the Village to provide street sweeping on Madison Road on SUNY Morrisville campus and Eaton Street from the intersection of Madison Road to East/West Maple Avenue subject to the following conditions; this service will be provided the days of Monday through Thursday only, during regular working hours for the DPW and based on their availability. Advance notice is requested when possible. The Village will provide this service at a cost of \$400 per occurrence and payment is due within 30 days of invoicing by the Village. The contract may be terminated by either party without notice. Mayor Shepard was authorized to sign such a contract; seconded by Trustee Roher. The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

|                        |                |              |            |
|------------------------|----------------|--------------|------------|
| <b>Michael Higgins</b> | <b>Trustee</b> | <b>Voted</b> | <b>Yes</b> |
| <b>Kathleen Roher</b>  | <b>Trustee</b> | <b>Voted</b> | <b>Yes</b> |
| <b>Thomas Lane</b>     | <b>Trustee</b> | <b>Voted</b> | <b>Yes</b> |
| <b>Mark L. Shepard</b> | <b>Mayor</b>   | <b>Voted</b> | <b>Yes</b> |

The foregoing resolution was thereupon declared duly adopted.

Clerk Will discussed the need to purchase Plexiglas or a similar product to create a shield at the counter of the Village Office to protect employees from visitors. The DPW previously built one but unfortunately it is just too small to be effective. Clerk Will indicated that because so many businesses are in need of Plexiglas right now, it is difficult to come by. She did find that Lowes in Rome has a sheet available in the size we

**DRAFT MINUTES**

need. Unfortunately, we do not have an account with Lowes or a municipal credit card so Clerk Will requested authorization to make this purchase. Trustee Lane made a motion authorizing the Village Treasurer to purchase Plexiglas or an alternative in an amount not to exceed \$400.00 with payment in advance of audit with the voucher to be presented to the board at the next meeting, seconded by Trustee Higgins. The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

|                        |                |              |            |
|------------------------|----------------|--------------|------------|
| <b>Michael Higgins</b> | <b>Trustee</b> | <b>Voted</b> | <b>Yes</b> |
| <b>Kathleen Roher</b>  | <b>Trustee</b> | <b>Voted</b> | <b>Yes</b> |
| <b>Thomas Lane</b>     | <b>Trustee</b> | <b>Voted</b> | <b>Yes</b> |
| <b>Mark L. Shepard</b> | <b>Mayor</b>   | <b>Voted</b> | <b>Yes</b> |

The foregoing resolution was thereupon declared duly adopted.

With no further business before the board, Mayor Shepard made a motion to adjourn the meeting at 8:57 a.m., seconded by Trustee Roher. The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

|                        |                |              |            |
|------------------------|----------------|--------------|------------|
| <b>Michael Higgins</b> | <b>Trustee</b> | <b>Voted</b> | <b>Yes</b> |
| <b>Kathleen Roher</b>  | <b>Trustee</b> | <b>Voted</b> | <b>Yes</b> |
| <b>Thomas Lane</b>     | <b>Trustee</b> | <b>Voted</b> | <b>Yes</b> |
| <b>Mark L. Shepard</b> | <b>Mayor</b>   | <b>Voted</b> | <b>Yes</b> |

The foregoing resolution was thereupon declared duly adopted. Meeting adjourned.

Respectfully submitted,

Amy Will  
Clerk-Treasurer