

## *DRAFT MINUTES*

At a regular meeting of the Board of Trustees of the Village of Morrisville held the 7<sup>th</sup> day of November, 2019, at the Town of Eaton Municipal Offices, 35 Cedar Street, Morrisville, there were:

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

Others: Connie Shepard, resident; Tom Szewczyk, property owner; David Dye and James Dye, contractors for Tom Szewczyk; Grace Wight, tenant of Tom Szewczyk at 91 E. Main Street; and Greg Molloy, MECS Superintendent.

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

Minutes of the October 3, 2019 meeting were reviewed. Trustee Lane made a motion to adopt the minutes as written, seconded by Trustee Higgins, all ayes. Motion carried.

**Public Comment:** Tom Szewczyk addressed the board regarding a high water/sewer bill received for his property at 91 East Main Street, Apartment 1. The billed usage was 5,169 cubic feet for a total charge of \$470.51. Mr. Szewczyk said this is extremely high for this location. In August a leak was discovered in the basement of this property while both Mr. Szewczyk and David Dye were on vacation. James Dye was overseeing maintenance during that time and went ahead and made the repair. They did not realize the effect the small leak would have on the water/sewer bill until it was received. Mr. Szewczyk requested an adjustment to the operation and maintenance portion of this bill for the water that was not treated at the wastewater plant. Mrs. Will provided the board with an account summary for the past two years and noted that the current bill is clearly out of line with prior usage. Average use for the prior four quarters is 345 cubic feet. She recommended a credit to the O&M portion of the current bill in the amount of \$265.32. Trustee Higgins made a motion authorizing an adjustment to the operation and maintenance portion of Tom Szewczyk's water/sewer bill for 91 East Main Street, Apartment 1 (Account 000736) in the amount of \$265.32, seconded by Trustee Lane, all ayes. Motion carried.

**School Safety:** Superintendent Molloy thanked the board for supporting the start of the Special Patrol Officer (SPO) program. The municipal support received from the village and Town of Eaton allowed the school to implement the program toward the end of the 2018-19 school year, and it is continuing this current year. The feedback from the community has been positive. The SPO at the elementary school is a retired officer from the city of Syracuse. She is developing relationships with children having severe mental health crises. Superintendent Molloy noted they were also lucky to have an officer at the high school for some of the risky behavior and threats that came in there. This week another alarming comment was made which required immediate attention by an officer. He said that a lot of the issue is that kids need mental health support. He noted the value in the SPO program by there being an officer here in village that could easily be relieved to take care of village related emergencies. He added that working with the county has been great. He doesn't think there has been a day that they have been without coverage. Superintendent Molloy went on to say that it wasn't in the spirit of the contract to have coverage during summer school, however some of the most at risk kids are there. Sheriff Hood agreed to provide an officer during the summer, at no additional cost. Superintendent Molloy noted the village and the school have a shared interest in making the kids and community safe. He understands that we are all strapped for resources and the district appreciates the funds provided to get them through last spring. Superintendent Molloy requested \$2,500 per year, per officer, for a total of \$5,000 for the year. He noted the only way to fund this program is with the assistance of municipal partners. Trustee Lane said it sounds like the school needs mental health resources. Superintendent Molloy responded that they have a social worker, psychologist, guidance counselor, and a full time director of special education. In addition, teachers have received a lot of mental health training. Trustee Higgins asked whether Superintendent Molloy can see a time when the school will be able to tax for this instead of relying on town and village support. Superintendent Molloy said that would be

## *DRAFT MINUTES*

ideal, but it depends upon what the Governor allows the district to collect. Trustee Higgins said he sees the need for this program, but his concern is that if the village continues providing support we'll need to budget for it every year so we don't need to go searching for the funds. Superintendent Molloy said it would be a goal in the next three years to fully fund this through the school. Currently, the district is looking for the additional funds from the village by spring. Mayor Shepard said he will discuss this with the trustees absent from this meeting. Mrs. Will to advise Superintendent Molloy of what the village can commit to.

**Code Enforcement Officer:** Mr. Sutton submitted a written report for review. Mrs. Will was asked to coordinate a special meeting with the board, Attorney Stokes and Mr. Sutton.

**Department of Public Works:** Trustee Lane advised the board that the roof at the DPW garage needs attention. The transmission in the dump truck is starting to slip regularly and will likely need to be replaced at a cost of approximately \$5,000. Mayor Shepard asked Trustee Lane to obtain quotes for the roof and transmission for board review.

**Historic Preservation:** Mayor Shepard did not attend the October meeting of the commission so he is unsure what, if anything, they are intending to do now that there are only two remaining members. He will reach out to Sue Greenhagen for an update.

**Planning Board/Zoning Board of Appeals:** Mrs. Will indicated that both boards will have a meeting in December. The ZBA will consider an application from Morrisville Auto Parts to add a sign to the existing freestanding pole at the front of the property. The Planning Board will consider an application for site plan review for a tattoo shop and art gallery to open at 8 Eaton Street.

The board received the resignation of Scott Mallet from the Zoning Board of Appeals.

**Youth Commission:** Mayor Shepard and Trustee Roher met recently to discuss the youth commission. Returning to the original contract between the Towns of Eaton and Smithfield was discussed. The board was provided with a copy of that contract for review. Mayor Shepard to discuss with the town supervisors. Once the contract has been negotiated, we will move forward with reorganizing the youth commission and hiring a director.

**Parking Enforcement:** Mrs. Will advised the board of an issue on Union Street near the fire house. Vehicles are parking on the east side of the street, from the intersection of Route 20 to the driveway of Copesetic. When vehicles are parked in this area it prevents fire equipment from getting in or out of the firehouse. Mrs. Will suggested the board consider prohibiting parking at all times on the east side of Union Street from the intersection of Route 20 to a point 185 feet south. Trustee Lane suggested that parking be prohibited all the way to the southernmost border of the property at 9 Union Street. Mrs. Will also noted two redundant entries for no parking on the south side of Union Street near the fire house, however there is also a regulation prohibiting parking on the west side the entire length. After discussion, Trustee Lane made a motion to schedule a public hearing on December 5, 2019 at 7:20 p.m. to address these parking regulations, seconded by Mayor Shepard, all ayes. Motion carried.

**Public Hearing to amend Section 169-29 (Stop Intersections):** Mayor Shepard reopened the public hearing at 8:07 pm to consider a local law to amend Section 169-29. The public hearing was continued from the October meeting in order to correct the local law filing to include signs to be placed at Cambridge Avenue, north, at the intersection of Amherst Circle and Williams Street, and Amherst Circle, east, at the intersection of Cambridge Avenue. With no public comment, Mayor Shepard closed the public hearing at 8:09 p.m.

Trustee Lane made a motion to adopt Resolution Number 19-28, seconded by Trustee Higgins, all ayes. Motion carried.

# *DRAFT MINUTES*

## **RESOLUTION NO. 19-28 OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MORRISVILLE**

### **A RESOLUTION ADOPTING A LOCAL LAW TO AMEND CHAPTER 169 (VEHICLES & TRAFFIC) 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. 5 of the year 2019 of the Village of Morrisville to amend Chapter 169 of the Code of the Village of Morrisville was held by the Board of Trustees on October 3, 2019 and November 7, 2019, 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.

Date: November 7, 2019

**Law Enforcement:** Trustee Higgins advised that he and Mrs. Will met with University Police Chief Field to discuss necessary equipment and personnel to establish a village police force. Chief Field provided a lot of information, and Mrs. Will prepared a summary with estimated costs for board review. The board will further discuss during upcoming budget preparations.

**Trustee:** Trustee Higgins recently met with Corey Mosher, community liaison for Senator May. Mr. Mosher has an office in the village at Cornell Cooperative Extension. Trustee Higgins discussed the challenges facing the village including SEVAC's request for funding. Trustee Higgins is hopeful that Mr. Mosher will be an advocate for us.

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

Mrs. Will discussed the NYCOM Fall Training School she attended in September. The sessions were very informative. She noted the need for the village to develop various policies and procedures. The board also needs to be more involved with fiscal oversight. Mrs. Will to prepare additional information for the board to review.

Mrs. Will advised the board that water/sewer late fees were assessed early to facilitate the issuance of the quarterly bill. Two payments were timely received and she requested authorization to remove those late fees. Trustee Lane made a motion authorizing a credit to the following water/sewer accounts: Klipp (Account 000095) \$19.65 and Faisst (Account 000350) \$14.17, seconded by Trustee Higgins, all ayes. Motion carried.

Mrs. Will found a typo in a resolution adopted in 2016 to establish the schedule for which water/sewer bills are issued. The month of March is indicated in this resolution when that should have been April. Trustee Lane made a motion to adopt Resolution Number 19-29, seconded by Trustee Higgins, all ayes. Motion carried.

**DRAFT MINUTES**

**RESOLUTION NO. 19-29  
OF THE BOARD OF TRUSTEES OF THE  
VILLAGE OF MORRISVILLE**

**A RESOLUTION TO CORRECT THE SCHEDULE FOR WHICH  
WATER AND SEWER BILLS SHALL BE ISSUED**

**WHEREAS**, pursuant to the authority granted under subsection (C) of section 176-18 and section 149-40 of the Code of the Village of Morrisville the Board of Trustees of the Village of Morrisville previously established the schedule for which water and sewer bills shall be issued by Resolution Number 16-13 adopted by the Board of Trustees of the Village of Morrisville on June 7, 2016, and

**WHEREAS**, said Resolution established that water and sewer bills shall be issued on a quarterly basis on or about the 15<sup>th</sup> day of the months of January, March, July, and October, and

**WHEREAS**, an error was discovered in said resolution which included water and sewer bills to be issued in the month of March when in fact it should be the month of April.

**NOW THEREFORE, BE IT HEREBY RESOLVED** by the Board of Trustees of the Village of Morrisville, pursuant to the authority granted under subsection (C) of section 176-18 and section 149-40 of the Code of the Village of Morrisville, that, effective November 1, 2019, water and sewer bills shall be issued on a quarterly basis on or about the 15<sup>th</sup> day of the months of January, April, July, and October.

**AND IT IS HEREBY FURTHER RESOLVED**, that all actions of Village officers and employees, made prior to the date of adoption of this resolution, but which are in conformance with the policies and procedures stated herein, are hereby ratified and approved.

Dated: November 7, 2019

The contract for indigent food services programs with the Morrisville Food Pantry has expired. The board reviewed the proposed contract for the period 6/1/19 through 5/31/19. Trustee Lane made a motion to approve the contract for indigent food services programs with the Morrisville Food Pantry with authorization for the Mayor to sign said contract, seconded by Trustee Higgins, all ayes. Motion carried.

Mrs. Will provided the board with information from Capital Region BOCES regarding grant writing services they offer. They are providing a webinar regarding their services next week and Mrs. Will plans to attend.

Trustee Lane made a motion authorizing the following transfers; \$22,000 from General Fund to Street Savings (representing \$17,000 for the sale of the 2012 pickup truck and \$5,000 as included in 2019-20 budget) and \$5,000 from General Fund to Employee Accrued Liability Reserve as included in 2019-20 budget, seconded by Trustee Higgins, all ayes. Motion carried.

Mayor Shepard made a motion authorizing the following budget transfers; A1640.42 (DPW Bldg Maintenance) \$1,500 from A1990.4 (Contingency) and A9040.8 (Unemployment Insurance) \$654.00 from A3320.1 (Parking Enforcer Personal Svc), seconded by Trustee Higgins, 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 140-171  
Water Fund – Vouchers 28-39

Waste Water Operation & Maintenance Fund – Vouchers 26-36

***DRAFT MINUTES***

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

Respectfully submitted,

Amy Will  
Clerk-Treasurer

**DRAFT**