

Minutes

Village Board of Trustees

January 25, 2007

A meeting of the Village of Horseheads Board of Trustees was held on the above date at 7:00 p.m. Present were Mayor Patricia Gross, Trustees Earle Catlin, Ronald Swartz, Howard Miller, and Walter Herbst, Village Attorney John Groff, Clerk-Treasurer Sharron Cunningham, Deputy Clerk Donna Hartsock, DPW Chris Lawrick, Fire Chief Artie Sullivan, and Police Chief Mike Barton. Also present were John Mustico, Esq., 106 N. Main St.; Elliott Blauvelt, Jr., Fletcher St., Jamie Johnson, STEG; and John Vence, Eastbay Solutions.

Resolution by Trustee Miller, seconded by Trustee Herbst

BE IT RESOLVED, that the reading of the minutes of the Board of Trustees Meeting of January 11, 2007 be dispensed with and the same stand approved as entered by the Clerk.

Roll Call Vote:

Mayor Gross:	Aye
Trustee Catlin:	Aye
Trustee Swartz:	Aye
Trustee Miller:	Aye
Trustee Herbst:	Aye

Resolution by Trustee Herbst, seconded by Trustee Miller

WHEREAS, Tanino Little Wine Store, Ltd. is a tenant of premises known as 4 Ithaca Street, Horseheads, NY, and has represented to this Board its intention to establish a retail wine store at said site under the name of Tanino Little Wine Store, Ltd., and

WHEREAS, Tanino Little Wine Store, Ltd. intends to apply for a liquor license for a retail wine store at that location, and has asked this Board to waive the 30-day waiting period required under NYS ABC Law Section 64.2(A), and

WHEREAS, this Board is informed and believes that the sale of alcoholic beverages from this location will be for off-premises consumption.

NOW THEREFORE BE IT RESOLVED, that Mayor Patricia Gross is authorized and directed to submit a letter to the NYS Liquor Authority advising that the Village requests waiver of the statutory 30-day notice and waiting period.

Atty. Groff noted that the ABC law allows for a notice period when someone makes an application for a liquor license. We have granted waiver of this notice for other applicants in the past. This is for retail sales - not for on premises consumption.

Roll Call Vote:

Mayor Gross:	Aye
Trustee Catlin:	Aye
Trustee Swartz:	Aye
Trustee Miller:	Aye
Trustee Herbst:	Aye

At this time, Atty. Groff declared open a Public Hearing on Relocation of Eastbay Solutions into the Elmira Empire Zone.

Jamie Johnson, STEG - thanked the trustees for considering this action. I encourage you to act favorably. This shift resolution is intended to allow Eastbay Solutions to move into a facility formerly occupied by Gierston Tool. Currently its in a leased facility in the Holding Point. They make custom bed lofts for dorm rooms. Their business has grown significantly.

John Vence - owner of Eastbay Solutions - the reason to go into my own building is for growth. We want the ability to have our own space and make changes when we need to.

Resolution by Trustee Swartz, seconded by Trustee Catlin

WHEREAS, Eastbay Solutions Group, LLC is located at 224 N. Main Street, Building 209, in the Village of Horseheads, and

WHEREAS, the existing facility is being demolished, requiring the company's relocation, and

WHEREAS, the company proposes to expand into a new facility at 382 Upper Oakwood Avenue, in the Town of Horseheads, in the Elmira Empire Zone, and

WHEREAS, the Village Board has conducted a public hearing to hear comment.

NOW THEREFORE BE IT RESOLVED, that the Village of Horseheads Board of Trustees hereby consents to the relocation of Eastbay Solutions Group, LLC to the Elmira Empire Zone.

Roll Call Vote:

Mayor Gross:	Aye
Trustee Catlin:	Aye
Trustee Swartz:	Aye
Trustee Miller:	Aye
Trustee Herbst:	Aye

Discussion on CDBG Program

Mayor Gross reported that the Village has approx. \$435,000 in grant monies currently available. Had a meeting with Cheryl Box from City of Elmira relative to the possibility of contracting with the City for administration of our CDBG grant program. Cheryl said we can do many things with this funding - new programs, grants, loans, single family rehab, etc. - and still keep some for historic

district programs.

After brief discussion, the Trustees all agreed to move ahead with this. Mayor Gross will report back with further developments.

DPW Report on Engineering Study for Fire Station -

Chris Lawrick reported that a year ago had concerns with doors in old section of the fire station, and there was damage to the concrete beam. After contacting Fagan Engineers, they recommended a specialist in structural engineering, Novelli. He came out and did boring samples under the station. He concluded that there is not a single cause, but 3 reasons. Fire trucks have become much larger and heavier. Water leaked into ground, causing some settling. He is recommending several options, ranging in prices. The first one, Option A, would be to repair the 'structural tee', but then to simply monitor the situation. He doesn't see a structural failure in the future. I would suggest we do Option #A at a cost of \$6,000. If we see any further problem, we can take more drastic measures.

Fire Chief Sullivan noted that we are getting price quotes on fixing the door.

Motion by Trustee Herbst, seconded by Trustee Swartz, that DPW Chris Lawrick is authorized and directed to notify Novelli Engineering to proceed with Option A regarding the fire station repairs.

Roll Call Vote:

Mayor Gross:	Aye
Trustee Catlin:	Aye
Trustee Swartz:	Aye
Trustee Miller:	Aye
Trustee Herbst:	Aye

Selective Insurance

Mayor Gross advised that we received a letter from our insurance carrier last fall regarding recommended changes at our parks.

DPW Lawrick advised that some items have been taken care of; the items relating to sports leagues were being handled by the Recreation Director. The equipment in question could certainly be removed, however Mr. Edwards does have some strong feelings regarding this.

After some further discussion, the Mayor and Trustees directed that letters be sent to all the respective sports leagues regarding the insurance recommendations, that they should have a deadline to respond or they won't be allowed to use the parks until it is corrected. Atty. Groff to draft the letters.

CSEA Nego

Mayor Gross reported that the negotiating team is Atty. Groff, Trustee Miller and Trustee Herbst. They are looking for any items you would like to see discussed. They will be meeting on the 30th. Please advise before that date of any items.

Maple Grove Lane Soccer Fields

Mayor Gross reported that the Soccer Assoc has been using the empty fields next to the cemetery, but we are having a problem getting them to move the goals back into one area.

Trustee Swartz suggested using the same approach here - send a letter advising they must be moved or they will lose use of the field. Atty. Groff noted that if they are put in an area that receives little use, your liability would not be particularly great.

Ad for Village Manager

Rachel Baer reported that there are several options through Monster.com to limit the number of replies - pausing the ad temporarily, and requiring mailed-in only resumes. She added that govtjobs.com is also a good site - they list only municipal job openings.

The Board discussed how to proceed and agreed to list on those two sites, and in local newspapers but to only state to go to our website for job details and instructions. That will save a lot of money. They also agreed to start the ads by February 1st and to have the deadline for applicants to be March 1st.

Trustee Herbst noted that the Board should discuss agreed upon expectations of a new manager. The Board agreed to schedule a workshop regarding this for February 22nd at 5:00 p.m.

In the mean time, Rachel is to send the Board copies of the last manager contract to review before the 22nd.

Atty. Groff reported on the following items:

- Town of Horseheads has adopted a shared services resolution. They are formalizing a sharing arrangement for services - DPW, etc. I recommend we do this also. Unless we are instructed otherwise we will pursue that. Chris Lawrick stated he could provide a list to the Board of other municipalities that he feels should be included.
- Workplace violence policy - working on this. Model documents by NYS Department of Labor and US Department of Labor. Will present materials for your review.
- Automatic Defibrillators are required to be installed in places of public assembly, along with trained personnel to operate them. We will be putting together the

necessary arrangements for that, utilizing services of Fire Dept., etc. to make sure we are in compliance.

- Labor management meeting scheduled with PBA on Feb. 6th.
- Office of Court Admin. produced a Justice Courts Plan for all courts throughout the state. It recommends what should be done to make justice courts operate more efficiently, effectively, etc. The report has been made available to the judges. They should provide you with an overview of what that report says and its impacts.

Trustee Herbst - The Fire Dept. awards banquet was very well done. It really gave us a different perspective on their training and dedication. Very pleased to attend that. Also, I've been talking to various different employees of the Village lately - I'm very impressed with their level of competence and scope of knowledge, and what they do every day, we are truly blessed.

Trustee Catlin commended the new fire chief. Artie stepped in during a difficult time. He is doing such a great job.

Trustee Miller reported that he met with the Recreation Director today, during his budget meeting. Very informative. Biggest task now will be replacing him.

Police Chief Barton reported that the recent exam posting by Civil Service for the test for Communications Officer listed a starting salary for the Village at \$7.00/hr. This isn't even the new minimum wage level. I've discussed with the Clerk-Treasurer and we came up with a wage of \$7.75 for current employees in this position. It would effect one employee and also the new person. He added that we have to understand they handle an important function for the dept., if we pay bare minimum, that is what we will end up with. He suggested that the Board consider raising the wage level. The test is Feb. 10th.

After brief discussion, Trustee Herbst made a motion to adopt Chief Barton's recommendation on changing the hourly wage for Communications Officers. Motion seconded by Trustee Miller.

Roll Call Vote:

Mayor Gross:	Aye
Trustee Catlin:	Aye
Trustee Swartz:	Aye
Trustee Miller:	Aye
Trustee Herbst:	Aye

Fire Chief Sullivan thanked all who attended the awards banquet.

DPW Chris Lawrick noted we are not using salt regularly - been out 7 times already this week. He added that the US flags which have been at half-staff for President Ford go back up to full staff tomorrow.

Mayor Gross thanked Sharron for all her hard work with the budget.

Trustee Swartz reported on the following items:

- Met for a conference call regarding our comprehensive planning grant which was denied. Dave Radin, who wrote the grant, was there also. Talked with Chris Eastman from the NYSDOS. He informed us a lot about how we were scored. Our score was 103. Needed 110 to get funded. We actually have to submit a FOIL to get scorer comments.
- On the Farmers Market, trying to do one in connection with Big Flats and Southport. We've scheduled a meeting for Tuesday with Mike Hastrich. Coop. Ext. will find the vendors, but will not run the market. We need someone to run it and take charge of it. Possible locations are Teal Park or Sullivan Park.. Parking is a concern for Teal Park. Tom Sweet has approached the County about funding some of this. They haven't said anything yet. The cost has gone down to \$1,000 for each participating municipality.
- Urban Forestry Grant - we did receive that one. Hastrich said America In Bloom people are the ones who originally suggested a tree inventory. Eileen Patocka is the contact person. There will be matching funds. The grant will be used to purchase handheld digital tools, and for data collection - inventorying trees in the Village. Meeting on this after the meeting on Tuesday.

Trustee Catlin - not much to report on linear park yet. A meeting is scheduled soon.

As there was nothing further to bring before the Board, the meeting was adjourned.

/rmb