

A regular meeting of the Village of Victor Board of Trustees was held on Monday, April 19, 2021 at the Village Hall, 60 E. Main St, and via Zoom and live streamed on You Tube.

MEMBERS PRESENT:

Mayor	Gary Hadden
Deputy Mayor	Michael Crowley
Trustee	Carol Commisso
Trustee	Robert Kelly
Trustee	Michelle Chalupa
Village Attorney	Reid Holter (via zoom)
Director of Public Works	John Turner
Village Clerk	Pamela Hogenes

OTHERS PRESENT: Village Treasurer Diane White

Meeting was called to order by Mayor Hadden at 7:00pm.

Salute to the flag.

Public Hearing

Ms. Hogenes read the following legal notice into record:

"NOTICE IS HEREBY GIVEN that the Board of Trustees of the Village of Victor will meet at the Village Hall, 60 East Main Street, Victor, New York on the 19th day of April, 2021 at 7:00 pm for the purpose of holding a public hearing on the tentative budget of said Village for the fiscal year beginning June 1, 2021.

A copy of said tentative budget is available at the office of the Village Clerk located at 60 East Main Street during the hours of 8:30 am and 4:30 pm for the purpose of inspection by interested persons.

The compensation proposed to be paid is as follows:

<i>Mayor</i>	<i>\$11,118.00</i>
<i>Deputy Mayor</i>	<i>\$ 7,805.00</i>
<i>Trustee</i>	<i>\$ 6,691.00</i>

Due to COVID-19 restrictions, seating is limited. Please contact the Village Clerk @ 585-924-3311 if you would like to attend. This Public Hearing will also be live streamed via You Tube with questions/commenting available."

https://www.youtube.com/channel/UCrvSGrrKOEZDd1OMc6cI7qg?view_as=subscriber

Dated: April 7, 2021

Open Public Hearing

On a motion made by Trustee Robert Kelly, seconded by Trustee Carol Commisso, the following resolution was ADOPTED 5 AYES 0 NAYS

Resolved, that the Village Board of Trustees will open the Public Hearing.

Mayor Hadden read the summary for the 2021-2022 proposed budget prepared by Diane White, Village Treasurer which also addressed a guest essay that was published in the Daily Messenger.

GENERAL FUND

- The Tentative Tax Rate of \$3.81 is at the calculated tax cap, up \$.05 from the current rate of \$3.76. In last year's budget after the formation of the Victor Fire District, Ed Grant from the Rochester Regional Office of the Office of the State Comptroller's Office instructed us to lower our Tax Cap Calculation from \$4.36 down to \$3.76 due to transfer of services to the Victor Fire District. The fire department accounted for \$.86/\$1,000, not \$.97 as reported in a recent newspaper essay. Prior to the transfer of services, the Village used \$122,000 from the reserves for street maintenance, so as not to raise village taxes. After the transfer of services, we did not have to draw from our savings. This year, we hired a full-time Code Enforcement Officer while staying under the Tax Cap calculation.
- As stated in the essay, the village mayor and trustees blame the pandemic for any budget shortfalls. The fact is because of the Board's fiscal responsibility during the pandemic, village services remained at the level our residents have come to expect, there were no employee layoffs or reduction in wages and road maintenance remained on schedule. We did abolish the part time code enforcement officer position because of the pandemic, we were not sure how much we would need those services and contracted with the Town of Victor when needed. I invite anyone who believes that there is \$.38/\$1,000 unaccounted for in the budget to meet with the Village Treasurer at Village Hall. The feeling of a sense of community and purpose among residents begins with fully understanding the facts, communicating face-to-face instead of behind a social media conversation, and working with the honest and respectable village residents elected to the village board.

This year, the Village decided to pass a resolution to override the tax cap as a precautionary measure since we were within \$1,000 of the tax cap. As stated in

the newspaper essay, it was not due to the lack of \$90,000 in state aid, as state aid has remained constant.

- Assessments decreased \$63,391 which will decrease the tax levy by \$238.
- Wages & Salaries increases:
 - 3% wage increase added to all positions, except Board of Trustees. The Village Board is not here for a salary but to better our community.
 - Added Full-time Code Enforcement Officer/Public Works Maintenance Assistant position with benefits.
- Road projects:
 - Phase II - Moore, Dryer, Webster Ave (1,400 ft.): \$174,000 in HB Project Account – Asphalt, gutters, drainage
 - Lynaugh Road: \$31,984 - Drainage & curbing
 - Repave North Parking Lot: \$29,420
 - Recycle Concrete: \$33,000
- Other DPW projects:
 - Gateway Sign Rte. 444: \$4,000
 - Culvert repair, Jacobs Landing East – Woodworth St: \$5,120
- Reserve purchases of \$357,900:
 - Equipment Reserve – Backhoe: \$119,057
 - Equipment Reserve – Loader: \$206,843
 - Equipment Reserve – Pickup \$32,000
- Reserve Contributions of \$272,708:
 - Equipment Reserve - \$186,998
 - Street Reserve - \$82,710
 - Computer Reserve - \$3,000
- Village Office Upgrades:
 - (1) Desktop computers: \$1,100
 - Annual Remote Backup: \$1,200
 - Handicap accessible Front Doors: \$12,000
 - Upgrade Fire System & annual monitoring: \$957

WATER FUND

- No rate increase to Water Charge.
- \$7,052 Contribution to Water Reserve

SEWER FUND

- No rate increase to Sewer Charge.

- \$284,825 contribution to Sewer Reserve toward Digester Cover Project and Disinfection Upgrades.
- \$17,598 contribution to Equipment Reserve
- Also stated in the newspaper essay, was that the Village has \$1.4 million in reserves which should be used so taxes are not increased. The reserves will be used toward an estimated \$2 million upgrade to the WWTP for UV disinfectant system and digester. We are utilizing the reserves so fees remain at a constant rate and we do not have to borrow from an outside source and waste money on interest.

Mayor Hadden asked for comments from the Board. *The Board thanked Ms. White for presenting an outstanding budget again this year.*

Mayor Hadden asked for comments from the Public. *None in attendance*

Close Public Hearing

On a motion made by Trustee Carol Commisso, seconded by Trustee Michelle Chalupa, the following resolution was ADOPTED 5 AYES 0 NAYS

Resolved, that the Village Board of Trustees will close the Public Hearing.

Resolution #28-21

2021-2022 Fiscal Budget Adoption

On motion of Trustee Michael Crowley, seconded by Trustee Robert Kelly the following resolution was ADOPTED 5 AYES 0 NAYS

Resolved, that the Village of Victor Board of Trustees adopts the proposed Budget for the fiscal year 2021-2022 as presented.

Clerk Report

Resolution #29-21

Acceptance of Minutes

On motion of Trustee Michael Crowley, seconded by Trustee Michelle Chalupa the following resolution was APPROVED 5 AYES 0 NAYS

Resolved to accept the meeting minutes from April 5, 2021.

Resolution #30-21

Payment of Bills

Whereas, the Village Board of Trustees has audited and approved invoices for payment, that appear on Abstract #22 using vouchers #1331-1379 and,

NOW, therefore on a motion made by Trustee Carol Commisso, seconded by Trustee Robert Kelly, the following resolution was ADOPTED 5 AYES 0 NAYS

Resolved to authorize the Treasurer to pay invoices from Abstract #22 in the following amounts:

General	\$ 13,655.35
Water	\$ 17,425.83
Sewer	\$ 13,344.49
HB-Moore, Webster, Dryer Recon	\$ <u>732.25</u>
TOTAL	\$ 45,157.92

Resolution #31-21

ORGANIZATIONAL MEETING

On motion of Trustee Michelle Chalupa, seconded by Trustee Michael Crowley the following resolutions were ADOPTED 5 AYES 0 NAYS

- VILLAGE BOARD MEETING NIGHTS**
Resolved that the Victor Village Board of Trustees meetings will be held the first and third Mondays of each month at 7:00 p.m. In the event that the first or third Monday falls on a holiday, the meeting will be held on Tuesday of the same week.
- VILLAGE HALL SUMMER HOURS**
Resolved, that the Village Board of Trustees authorizes the Village Hall Office Staff to establish summer hours, 8:00am to 4:00pm, Monday through Friday, during the months of July and August.
- OFFICIAL NEWSPAPER**
Resolved that the Daily Messenger be designated as the official publication for the Village of Victor.
- OFFICIAL DEPOSITORY**
Resolved that the Village of Victor may do business with any bank or trust company licensed to do business in the state of New York.
- CUSTODIAN OF LOCK BOX**
Resolved that the Treasurer be the custodian of the lock box.
- VILLAGE ATTORNEY APPOINTMENT**

Resolved to appoint Reid Holter as Village Attorney for a term of one (1) year.

7. **VILLAGE ENGINEERING FIRM**

Resolved to appoint MRB Group as the Village Engineer for a term of one (1) year.

8. **VILLAGE FINANCIAL CONSULTANT**

Resolved to appoint Fiscal Advisors (Contract with Roy McMaster) for a term of one (1) year.

9. **VILLAGE INSURANCE AGENT**

Resolved to appoint Robert Anderson of R L Anderson –Van Horne Associates for a term of one (1) year.

10. **3RD PARTY ELECTRICAL INSPECTORS**

Resolved to appoint New York Electrical Inspection Agency, Commonwealth Agency and Middle Department Agency as 3rd Party Electrical Inspectors for a term of one (1) year.

11. **VILLAGE DEPUTY MAYOR**

Resolved to appoint Michael Crowley as Deputy Mayor for a term of one (1) year.

12. **URBAN RENEWAL AGENCY**

Resolved, that the Village Board of Trustees will appoint the following to the Urban Renewal Agency for a term of three (3) years:

Michelle Chalupa – Term expires 4/24

13. **ZONING BOARD OF APPEALS**

Resolved, that the Village Board of Trustees will appoint the following to the Zoning Board of Appeals for a term as stated below:

Sean Sanderson – Term expires 4/24

David Chalupa – Term expires 4/23

Timothy Stone – Term expires 4/22

14. **VILLAGE CLERK**

Resolved to appoint Pamela Hogenes as Village Clerk for a term of two (2) years (expires 4/23)

15. **DIRECTOR OF PUBLIC WORKS**

Resolved to appoint John Turner as Director of Public Works for a one (1) year term; (expires 4/22)

16. **TREASURER**

Resolved to appoint Diane White as Treasurer for a term of one year. (expires 4/22)

17. **PART TIME CLERK**

Resolved to appoint Roseanne Turner-Adams as Part-time Clerk for a term of one (1) year.

18. **DESIGNATION OF THE VICTOR CHAMBER OF COMMERCE AS COORDINATOR TO PROMOTE TOURISM IN VICTOR**

Resolved, that the Village of Victor does hereby designate the Victor Chamber of Commerce as the Coordinator to promote tourism in Victor

19. **MILEAGE RATE**

Resolved, that the Village of Victor will pay mileage to its Village Officials and Employees at the rate in accordance with the allowance paid by the Internal Revenue Service regulations.

20. **CHECK SIGNING AUTHORIZATION**

Resolved to authorize the Mayor and Village Clerk to sign checks, banking slips and tax searches in the absence of the Treasurer.

21. **PREPAID BILLS**

Resolved to authorize the Treasurer to prepay the utility bills, postage, insurance and freight.

22. **VILLAGE INVESTMENT POLICY**

Resolved that the Village of Victor Investment Policy as it appears in the Village Code Book has been reviewed and is hereby adopted for fiscal year 2021-2022.

23. **PROCUREMENT POLICY**

Resolved that the Village of Victor Procurement Policy as it appears in the Village Code Book has been reviewed and is hereby adopted for fiscal year 2021-2022.

24. **REVERTER CLAUSE**

Resolved that the Village of Victor Reverter Clause for the Urban Renewal Agency has been reviewed and discussed and is hereby adopted for fiscal year 2021-2022.

25. **COMPREHENSIVE EMERGENCY MANAGEMENT PLAN COMMITTEE**

Resolved that Fire Marshal, Robert Graham is requesting the Village Board appoint a Comprehensive Emergency Management Plan Committee consisting of the Village Clerk Pamela Hogenes, Village Public Works Representative Jon McConnell, Village DPW Director John Turner, Town Highway Representative Mark Years, Town Supervisor Jack Marren and Gerald Sensabaugh, Deputy Emergency Manager.

Further Resolved, that Robert Graham be appointed as Emergency Manager for the Comprehensive Emergency Management Plan Committee.

26. **STANDARD WORKDAY AND REPORTING RESOLUTION FOR ELECTED AND APPOINTED OFFICIALS FOR RETIREMENT PURPOSES**

Resolved, for New York State Retirement purposes, the Village Board of Trustees reports the following days worked for employees of the Village of Victor as follows:

- Elected officials standard workday is 6 hours per day.
- Village Clerk standard workday is 8 hours per day.
- Village Treasurer standard workday is 8 hours per day.
- Village Director of Public Works standard workday is 8 hours per day.
- Village Attorney standard workday is 6 hours per day.
- Part time Village employees standard workday is 6 hours per day.

27. **LIAISONS**

<i>Board Liaisons 2021 - 2022</i>					
	Gary Hadden	Michael Crowley	Michelle Chalupa	Carol Commisso	Robert Kelly
Employees/ Drug & Alcohol Program		X			
Financial	X				
Fire Department		X			
Insurance		X			
Parks and Recreation	X				
Tree Board			X		
Urban Renewal Agency				X	
Victor Round Table					X
Village Cemetery Committee	X				
Planning Board					X
Zoning Board of Appeals		X			
Victor Farmington Library			X		
Victor Community Development Office		X			

Director of Public Works Report

Resolution #32-21

Authorization to Enter into Intermunicipal Agreement with Victor Fire District for Site Improvements

On motion of Trustee Michael Crowley, seconded by Trustee Robert Kelly, the following resolution was adopted 5 Ayes 0 Nays

Whereas, The Victor Fire District has appropriated funds for improvements for draining, milling and paving of the front apron;

Whereas, the Village of Victor has planned a variety of road projects for 2021 involving similar work of draining, milling and paving of public roads;

Whereas, the Board of Fire Commissioners and the Village Board recognize that completion of similar projects concurrently reduces costs to the taxpayers;

Whereas, the Village of Victor Director of Public Works John Turner and the Victor Fire District Chief Glenn Lockwood understand they will follow their respective procurement policies and provide documentation to their respective boards; now, therefore, be it

RESOLVED that the Village of Victor authorizes Mayor Gary Hadden to enter into a memorandum of understanding and inter-municipal agreement with the Victor Fire District for the purposes stated above;

RESOLVED that the Village Attorney is authorized to review and approve any required documentation by the Victor Fire District if necessary; and,

RESOLVED that a copy of this resolution be delivered to Chief Glenn Lockwood via the Village Clerk.

Mr. Turner reported:

- Because the upgrades to the WWTP have not been completed, for a number of reasons, parts have needed to be replaced.
- Large trash has been completed
- Repaired manholes on RT 96

Trustees Reports

Carol Commisso - Met with Kathy Rayburn regarding the façade improvement program. The LDC and URA are pausing the program this year. The Downtown Revitalization Committee is meeting tomorrow. The Village needs to set funds aside for any revitalization projects in the future. URA would like to have a workshop with all the boards to get them involved in the Revitalization Plan.

Michelle Chalupa – Arbor Day is on May 1 @ 11:00 at Mead Park.

Robert Kelly – Planning board is meeting on April 28

Michael Crowley – Meeting with Kathy Rayburn on Friday.

Mayor Report

Mayor Hadden read the following resolution into record:

Resolution #33-21

REQUEST AND SUPPORT FROM THE ONTARIO COUNTY BOARD OF SUPERVISORS TO SOLICIT PROPOSALS FROM CONSULTANTS FOR COUNTY-WIDE EMERGENCY SERVICES STUDY

On motion by Trustee Robert Kelly, seconded by Trustee Carol Commisso the following resolution was ADOPTED 5 AYES 0 NAYS

WHEREAS, per the 2019 United States Census, the population of Ontario County is estimated at 109,777 people, and encompasses 18 towns/villages/cities, and

WHEREAS, within the towns/villages/cities in Ontario County there are 11 ambulance services, and 28 fire districts/departments, and

WHEREAS, the 2021 individual town/village/city/district tax rates for these services range from \$0.340 - \$3.464 for fire protection and \$0.280-\$0.420 for ambulance services, and

WHEREAS, towns/villages/cities are seeing dwindling trained/certified volunteers for fire and ambulance services and are moving towards paid career departments and services, and

WHEREAS, the ONTARIO COUNTY BOARD OF SUPERVISORS recognizes the evolving needs of the fire and ambulance services for increases in paid personnel, equipment, and service costs/fees/taxes, and their impact on the taxpayers of Ontario County, and

WHEREAS, the ONTARIO COUNTY BOARD OF SUPERVISORS wishes to solicit proposals from qualified consultants for the evaluation of a County-Wide Plan for Fire and Ambulance services in order to evaluate a potential consolidation of these services with regards to qualified personnel, response times, equipment, and other potential shared services components; now, therefore be it

RESOLVED that the Victor Village Board of Trustees supports the Ontario County Board of Supervisors in the commencement of a study to evaluate the potential for a County-Wide Fire and Ambulance Plan, and be it further

RESOLVED that each Fire and Ambulance entity in Ontario County be offered the opportunity to review the findings of this study.

Mayor Hadden distributed information regarding the new marijuana regulation and taxation Act. Mayor Hadden stated if the Village Board approves allowing the sale of marijuana in the Village regulations can be put in place as to where it can be sold, hours,

etc. This action may also require a permissive referendum. The Village has the option of a local opt-out provision.

The board will research this bill and vote on it at the second meeting in June or the first meeting in July.

Attorney Report

None

Adjournment

Meeting adjourned on motion at 8:35pm.

Pamela Hogenes, Village Clerk