Present: Deputy Mayor Vic Tartaglia, Trustee Sheri Youngs, Trustee Steve Crawford (Late 7:44 pm), and Trustee Tom Ford

Village Clerk Sheena Dorsey

Absent: Mayor Matviak

Staff: Treasurer Christi Francisco and Chief of Police Jan Gorshack

Guests: Gene & Therese Walsh and Jeffery Stefanek

Deputy Mayor Tartaglia called the meeting to order at 7:00 pm and recognized guests.

Jeff Stefanek asked who cut the trees down on Division and Main Street at the corner lot. The board explained that it was a private lot and the owner has control over that.

Trustee Ford moved, Trustee Youngs seconded to approve minutes from October 22, 2018 as written. All Ayes, Carried.

Deputy Mayor Tartaglia mentioned that the rest of the final details of the Main Street Project will be finished here shortly.

Clerk Dorsey informed the board that there needed to be an amendment to the motion previously passed at a meeting held in September on the No. 2 Fuel Oil RFQ. The closing of MacHose has dropped the over-all consumption of Fuel Oil for the contract year from 6,000 down to 4,800 gallons which is going to affect the price per gallon.

Trustee Youngs moved, Trustee Ford seconded the amended motion made back on September 10, 2018 for the No. 2 Fuel Oil awarding Mirabito Energy Products for the June 1, 2018- May 31, 2019 period to change the price to $2.615 per gallon due to the decrease in consumption between the three separate locations since MacDonald Hose is closing. All Ayes, Carried.

Treasurer Francisco explained that a new position needed to be created for the assistant Grant Administrator which will now be the Grants Manager I. Clarissa Walrath has had this position for the past almost two (2) Years the position was being paid through Manpower and by running the part-time position through the Village and putting Clarissa on this payroll I will save the Village around 50,000 per year. There will be a limit of 20 hours per week for the Grants Manager I.

Trustee Tartaglia moved, Trustee Youngs seconded the motion to create the position of Grants Manager I which is covered by Civil Service. All Ayes, Carried.

Trustee Tartaglia moved, Trustee Youngs seconded the motion to hire Clarissa Walrath as Grants Manager I effective November 15, 2018 at a rate of $20.57 per hour for approximately 20 hours per week, without benefits as well as no holiday, sick, personal or vacation time offered. All Ayes, Carried.

Clerk Dorsey made the board aware that the office was contacted by an organization asking if the board would allow signs to be place in Keith Clark Park in regards to the Smoke-Out Awareness informing consumers the risks of smoking. They have requested the signs be out until November 30th and they will come around and pick them up. The board had no issues with this.

Police Monthly Report was received and accepted by the board.

Chief Gorshack mentioned that Austin Wheeler graduated from the Academy on October 26th both the Chief and the Mayor attended. Speeding up on West Main Street is being addressed.

The Chief was told there was a meeting on the new fingerprinting system and process this Thursday.

Trustee Tartaglia moved, Trustee Ford seconded the motion approving Chief Jan Gorshack to attend an informational meeting on November 15, 2018 in Binghamton from 2:30 to 5 pm. A patrol car will be used for transportation. All Ayes, Carried.

The next motion was tabled due to a lack of background check performed on a new Fire Department Member Application.

Public Works Monthly report and the NYCOM Training summery were received and accepted by the board.

Trustee Youngs moved, Trustee Tartaglia seconded the motion to award Kinahan Associates, LLC. with the Water Meter Fittings bid at:

#2 Kornerhorns for 5/8”X3/4” Meters - **$48.50** per piece

#2 Kornerhorns for 3/4”X3/4” Meters - **$53.77** per piece

¾” Ford CTS pack joint assembly for #1,2,3 Kornerhorns - **$11.85**

½” Ford CTS pack joint assembly for #1,2,3 Kornerhorns - **$13.06**

5/8” Kornerhorn ball valve with HB-2 handle for #1,2,3 Ford Kornerhorns - **$44.15**

All Ayes, Carried.

Clerk Drosey was asked if the Joshua House could use the board room for weekly meetings from 5 to 7 pm on Wednesdays possibly. The board suggested having them submit a request in writing and outline of dates and times and where the meetings were held before.

Deputy Mayor Tartaglia announced that Fall sports have come to a close and the Recreation Director position will hopefully be filled by early December.

Trustee Ford moved, Trustee Youngs seconded a motion authorizing the Treasurer to pay abstract 11 the November 13, 2018 audit from the following funds:

|  |  |
| --- | --- |
| **FUND** | **AUDIT** |
| General | $147,934.97 |
| Water | $27,621.92 |
| Sewer | $36,060.42 |
| Community Development | $1,271,301.51 |
| T & A | $13,818.24 |
| Capital | $863,725.17 |
| **Total** | **$2,360,462.23** |

All Ayes, Carried.

Trustee Ford made a motion to go into executive session at 7:28 pm for Personnel – Codes /PD and on UDAG Loan #2018-2 the full board was invited to stay along with Chief Gorshack, Treasurer Francisco and Clerk Dorsey.  Trustee Tartaglia seconded.  All ayes,  Carried.

Trustee Crawford moved, Trustee Youngs seconded to return to regular session at 8:34 pm. All Ayes, Carried.

**Resolution #111318-07**

Trustee Tartaglia moved, Trustee Crawford seconded the motion for the adoption of the following resolution:

WHEREAS, the Village has received a loan application #2018-2 for UDAG Funds in the amount of $70,000; and

WHEREAS, the Village has approved a loan with an interest rate of 4%, amortized over ten (10) years, prepayments of principal shall be permitted without penalty; and

WHEREAS, Treasurer has reviewed the application with the Finance Committee and would like to note that the building up for collateral has been appraised higher than the loan amount; and

WHEREAS, the Committee and Board have reviewed the application and the comments from the Treasurer and the Mayor; and

WHEREAS, the board requires the purchase of the building located at 37 Main Street before or simultaneously to the closing on the UDAG Loan.

NOW, THEREFORE, BE IT RESOLVED; that a UDAG loan be awarded to applicant #2018-2, in the amount of $70,000 and with a UCC-1 financing statement.

 Mayor Matviak \_Abesent\_\_

 Trustee Ford \_Nay\_

 Trustee Crawford \_\_Aye\_\_

 Trustee Youngs \_\_Aye\_\_\_

 Trustee Tartaglia \_\_Aye\_\_\_ Motion Carried.

Trustee Youngs moved, Trustee Ford seconded to adjourn at 8:41 pm. All Ayes, Carried.

 Respectfully Submitted,

Sheena N. Dorsey, Village Clerk