

**PROCEEDING OF A REGULAR MEETING OF THE VILLAGE
BOARD OF TRUSTEES
November 12, 2024, 5 PM**

PRESENT:

Mayor: Alysa Plummer
Trustees: Lili Lanphear
Justin Leitgeb
David Marshall
Lisa Cove
Village Attorney: Jeffery Turner
Village Clerk: Dorothea Ciccarelli

CALL TO ORDER

Motion by Mayor Plummer and seconded by Trustee Cove to call the meeting to order.

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

CONFLICTS OF INTEREST DISCLOSURE

Mayor Plummer asked the board if they had anything to disclose. Trustee Marshall stated that he had a conflict of interest regarding the agenda item regarding the proposed hotel tax and village revenue opportunities. The remaining trustees said they had no conflicts.

Mayor Plummer disclosed that she had spoken with the 9 South Main Street applicants on the phone regarding the fact that they expanded the menu.

PLEDGE OF ALLEGIANCE

The room then stood and recited the Pledge.

PUBLIC COMMENT

John Limbeck, 62 State Street, presented Trustee Cove with a cupcake to celebrate her birthday.

VILLAGE TREE LEGISLATION

The board discussed the heritage tree law, which allows property owners to designate trees as heritage trees. These trees would be protected and maintained at the village's expense. The board considered sending the legislation to the planning board for review, as it affects the Local Waterfront Revitalization Program (LWRP) area. There was also discussion regarding the appropriate caliper size for tree protection, with suggestions ranging from 6 to 12 inches. The board aimed to protect the greater canopy and native trees, considering community feedback and planning board input. It was proposed that the planning board request an arborist's opinion rather than requiring it as part of the application. A suggestion was made to create a village forest master plan to support regulation and involve residents in the process. The village is a Tree City USA, meeting specific criteria, and there was a call to update the comprehensive plan to include tree benefits. The board considered having the planning board act as the tree board, with the ability to request expertise when needed. There was also a discussion about establishing an environmental

**PROCEEDING OF A REGULAR MEETING OF THE VILLAGE
BOARD OF TRUSTEES
November 12, 2024, 5 PM**

board to incorporate tree management as part of climate initiatives. The board emphasized the importance of public engagement in the heritage tree program and the need for an educational component to inform residents about tree species and their significance.

Abby McCray, 25 Washington, representing Josie Everett, stated they are concerned citizens who wanted to express their support for the tree legislation and the six-inch caliper designation. She also expressed concern about leaving heritage tree designation up to the residents due to their lack of expertise, encouraging the village to be proactive and help educate them.

Robert Corby, 7 Washington Avenue, asked the board to do research and reminded the board that the Active Transportation Plan contained a tree plan regarding street trees that could be referenced. He also encouraged different tree zones as each area might require a different needs assessment. He also pointed out that the board should be concerned with trees being planted too close together.

David Wilkes, 19 East Jefferson Road, wanted to encourage the village to focus on the educational component to facilitate the residents in understanding the tree canopy plan and also encouraged utilizing experts in deciding the correct caliper to consider.

Motion by Trustee Marshall and seconded by Trustee Leitgeb *to have the village attorney draft the street tree ordinance in such a way that the Planning Board is also the Tree Board and would receive the applications for her, that the initial caliper of trees would start at a six-inch caliper, that any reference to needing a recommended arborist opinion or tree service opinion would be at the discretion of the planning board, and including all edits made by the board.*

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

CLIMATE SMART ENVIRONMENTAL BOARD

Motion by Trustee Marshall and seconded by Trustee Cove *to adopt the resolution for the Climate Smart Community Task Force with the following members: the Mayor, Steven Lauth, Zack Bleier, Matt Mantione, and Alexandria Torres-Vaughn. Alexandria is designated as the community coordinator.*

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

CONTINUATION OF PUBLIC HEARING- 9 SOUTH MAIN STREET

Brad Sluman joined the meeting online, and Stuart Levy attended in person as his representative. The board discussed the hours of operation listed on the application.

Motion by Trustee Cove and seconded by Trustee Lanphear *to re-open the public hearing regarding the special use permit for 9 South Main Street.*

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

There were no members of the public wishing to speak.

Motion by Trustee Lanphear and seconded by Trustee Cove *to close the public hearing regarding the special use permit for 9 South Main Street.*

**PROCEEDING OF A REGULAR MEETING OF THE VILLAGE
BOARD OF TRUSTEES
November 12, 2024, 5 PM**

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

Trustee Marshall expressed concern about the proposed hours being different from what was initially presented to the public.

Motion by Trustee Marshall and seconded by Trustee Cove to approve the special use permit for 9 South Main Street with amended hours of 11 AM – 12 AM Sunday through Wednesday and 11 AM- 2 AM Thursday through Saturday.

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

LED STREETLIGHT CONVERSION

The board discussed the village's LED streetlight conversion project as part of sustainability efforts. The village aims to convert streetlights to LED for best practices, with about 85% of village-owned streetlights already converted. The board received a contract from RG&E for the conversion, which includes the cost details. Concerns about blue light emissions from LEDs were addressed, with the village opting for warm white, soft glow lights at 70 watts, which are within safety guidelines. The board decided to wait until the village is officially recognized as a Climate Smart Community to ensure eligibility for points before proceeding with the LED conversion. The board plans to have two task force meetings to expedite this process. The board agreed to move further discussion to the next meeting.

CODE DEFINITIONS BAR, TAVERN, RESTAURANT, LOUNGE

The board tabled this discussion for now, but it plans to bring it back shortly in the hope of streamlining the code.

GPI SOUTH AND WOOD STREET

Due to the legal nature of the contract, the board decided to defer a decision regarding the project and discuss the matter further in an attorney-client session.

CHANGE OF VILLAGE'S FISCAL YEAR

The fiscal year discussion focused on the current fiscal year cycle, which starts on June 1 and ends on May 31. The board considered changing the fiscal year to begin on August 1 and end on July 31. This change would give the new board, which takes office in April, 90 days to develop and approve their budget, allowing for more time to orient to their new roles and work on the budget. The discussion also touched on the complexities of changing the fiscal year and the possibility of changing the election cycle instead to better align with the budget process.

Robert Corby, 7 Washington Avenue, stated that during his time serving, it was often said that having local elections separate from state and federal elections was beneficial.

Peggy Caraberis, 81 South Main Street, agreed that moving the election cycle rather than the fiscal year would be a good idea and wondered what it would take.

**PROCEEDING OF A REGULAR MEETING OF THE VILLAGE
BOARD OF TRUSTEES
November 12, 2024, 5 PM**

An action item was set to have the Village Clerk and Attorney research the steps necessary to move the village election cycle forward.

HOTEL TAX AND VILLAGE REVENUE OPPORTUNITIES

The board discussed the potential for implementing a hotel tax as a new revenue stream for the village. Staff researched other similar villages with tourist attractions and found that hotel tax rates range from 3% to 6%. The village has the Del Monte Lodge, a bed and breakfast, and 16 short-term rentals (STRs). Based on average room rates and a 50% occupancy rate, the estimated revenue from a 3% to 4% hotel tax could be significant, potentially around \$228,000. The board considered this a substantial opportunity to generate revenue, which could help fund infrastructure projects and road debt payments.

Bob Corby, 7 Washington Avenue, based on his observation of short-term rentals in his neighborhood, the occupancy rate is much less than 50%, likely closer to 20%.

Motion by Trustee Cove and seconded by Trustee Leitgeb *to research the process for implementing a hotel tax revenue stream and to bring back their findings to the board.*

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – recused. *Motion passed.*

SEWER FUND RESERVES

The board discussion about sewer reserves focused on allocating and reallocating funds to ensure proper funding for future needs. The board reviewed the multi-year plan and upcoming expenses, considering reallocating funds from the alteration reserve to the equipment reserve due to a high fund balance. They aimed to align reserves with the capital plan, address vehicle and equipment replacements, and discuss the costs of the bathroom project. The board also considered the impact on sewer rates and equipment repair costs, including the need for a new truck. The goal was to create resolutions for transparent allocation and reallocating funds, addressing past issues with incomplete records.

Motion by Trustee Marshall and seconded by Trustee Cove *to direct the Village Attorney to write resolutions for the allocation and reallocation of sewer fund reserves.*

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

Peggy Caraberis, 81 South Main Street, stated that she believed the board needed to be precise about where and why the reserves would be moved.

The Village Clerk responded yes, which is why the Village Attorney would write the resolution.

RESOLUTION IN SUPPORT OF CONTINUED & INCREASED STATE AID FOR LOCAL GOVERNMENTS

The meeting discussed a resolution in support of continued and increased state aid for local governments, specifically AIM (Aid and Incentives for Municipalities) funding. NYCOM sent this resolution as part of their advocacy efforts. The board noted that AIM funding has not seen significant increases in years, with the village

**PROCEEDING OF A REGULAR MEETING OF THE VILLAGE
BOARD OF TRUSTEES
November 12, 2024, 5 PM**

receiving only a \$1,600 increase last year. The resolution aims to request more funding from the state, as AIM funds are general and not tied to specific uses.

Trustee Marshall motioned, seconded by Trustee Leitgeb, to approve the resolution supporting continued and increased state aid for local governments, specifically the advocacy for increased AIM (Aid and Incentives for Municipalities) funding.

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

DPW REPORT

Superintendent Bleier presented his report. The board had no questions.

ATTORNEY CLIENT SESSION

Motion by Mayor Plummer and seconded by Trustee Cove to enter the attorney-client session.

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

Motion by Trustee Cove and seconded by Trustee Leitgeb to exit the attorney-client session.

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

TREASURERS / VILLAGE CLERK REPORT

The Village Clerk presented vouchers listed in Abstract #8 of the 2024/2025 fiscal year for approval.

Vouchers for approval Abstract #10

• General Fund (#934-#967):	\$ 91,998.75
• Sewer Fund (#941-#961):	\$ 31,046.44
	<hr/> \$123,045.19

Motion by Trustee Marshall, seconded by Trustee Cove, to approve the bill pay as presented.

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

OCTOBER FINANCIAL REPORTS

Motion by Trustee Leitgeb and seconded by Trustee Lanphear to approve October 2024 financials as presented.

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

Motion by Trustee Cove and seconded by Trustee Leitgeb to approve the budget transfers as stated.

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

**PROCEEDING OF A REGULAR MEETING OF THE VILLAGE
BOARD OF TRUSTEES
November 12, 2024, 5 PM**

2024/2025 VILLAGE TAX SURRENDER

The Clerk presented the village tax surrender to the Board.

Motion by Trustee Lanphear and seconded by Trustee Leitgeb to approve the 2024/2025 Village Tax Surrender.

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

VILLAGE HALL HVAC SYSTEM

The Clerk informed the Board that one of the heaters in the Village Hall was no longer functioning, and the system required replacement. The Board reviewed the quote presented from AIRQUIP. The Clerk informed the Board that a grant received for the Village Hall would help offset the cost.

Motion by Mayor Plummer and seconded by Trustee Cove to approve the quote from AIRQUIP for replacing the Village Hall HVAC system.

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

FORM APPROVAL

The Clerk informed the Board that the office was updating forms for the website and presented the revised Temporary Dumpster Permit Application and Application for Access to Public Records to the Board for approval.

Motion by Mayor Plummer and seconded by Trustee Cove to approve the presented forms.

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

ARPA FUNDS

The Clerk informed the Board that in reviewing the remaining ARPA funds, the Board authorized the ARPA funds for the following Village Hall expenditures: garbage cans, two laptops for the meeting room, the Village Gateway sign, and the wrap for the utility box.

Motion by Trustee Marshall and seconded by Trustee Leitgeb to authorize the expenditure of the ARPA funds for the requested items.

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

The Clerk requested that the Board authorize the Mayor to sign the contract with Scott Harter for the necessary Engineering service for the DPW bathrooms.

Motion by Trustee Marshall and seconded by Trustee Leitgeb to authorize the Mayor to sign the Contract with Scott Harter for the DPW bathroom engineering.

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

**PROCEEDING OF A REGULAR MEETING OF THE VILLAGE
BOARD OF TRUSTEES
November 12, 2024, 5 PM**

MINUTES

Motion by Trustee Leitgeb and seconded by Trustee Lanphear to approve the minutes from September 24, 2024.

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

Motion by Trustee Leitgeb and seconded by Trustee Marshall to approve the workshop minutes from October 24, 2024.

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

MEMBER ITEMS

Mayor Plummer discussed the recent bench dedication for Trustee Galusha and said that a village dedication had not been scheduled. She also informed the Board that the Scouts had planted 500 spring bulbs.

Trustee Marshall discussed the recent Coffee and Conversation with the American Legion, and Mayor Plummer reviewed the attendance and subject matter with the board. Trustee Marshall thanked the Veterans for their service.

Trustee Marshall also expressed concern from a resident regarding a recent Nazi flyer that was posted in the Village. Mayor Plummer informed him that the resident should forward pictures of the flyer to be presented to the Sheriff's office.

Trustee Marshall questioned the next steps with the STR legislation and the Planning Board's decision on the LWRP. The Clerk informed the Board that she had not received any information from the Planning Board and the decision on the LWRP yet.

ADJOURNMENT

Motion by Mayor Plummer, seconded by Trustee Cove, to adjourn the meeting at 9:33 PM.

Vote: Plummer – yes, Lanphear – yes, Leitgeb – yes, Cove – yes, Marshall – yes. *Motion passed.*

Laura Donk, Recording Secretary