**BOARD OF TRUSTEES**

**OF THE VILLAGE OF FREDONIA**

**WORKSHOP**

**9-11 Church Street**

**Fredonia, NY 14063**

**August 7, 2023**

**6:30 P.M.**

**New notes are italicized.**

**A. RESOLUTIONS**

1. Closing of Village Hall on Friday of Farm Festival- *Clerk will let the Town of Pomfret Court know.*

2. Water Maintenance Agreement Resolution-*Scott Marsh will follow up with Mark Guglielmi, will table tonight.*

3. NYCOM Attendance Approval

4. Extension of Park Attendant’s Schedule- attendant needs to double check to make sure

5. Maple Springs Tree Service Approval

6. Chautauqua Couty Board of Elections Contract Extension

7. Fire Department Vehicle Reallocation- *amended to read 2011 Chevy*

8. SUNY Sediment Core Study Approval

*There is a walk on resolution to hire a senior account clerk to start August 21, 2023.*

**B. NEW BUSINESS**

1. HVAC Preventive Maintenance- *Erlyssa will send out an RFP for HVAC at Opera House.*

2. *Two businesses in East Parking Lot complained that they were not contacted about the event that took place at Fred’s*.

3. *Next meeting we will have a resolution to refund Gail Graves her reservation amount.*

4. *Fredonia Beaver Club was asked to provide funding for the repairs to the Opera House Landing and Rick David presented the information to the Beaver Club Board on August 7, 2023*.

**C. OLD BUSINESS**

1. *Gazebo repair and improvements. Scott Marsh and a local contractor looked at what needed to be done. NCCF was given a bid for the work which they agreed to, work should begin soon.*

2. *There was some discussion by the Board about the proposed vendor’s license/fee.*

3. *Repairs to the water tank on Webster Rd. Supplies were supposed to be here this month but have not arrived yet.*

4. *Letter to the Dept of Health on addressing the violations to our water plant is due August 15th.*

5. *Park Place water leak was discussed. The storm line is the issue*.

**D. DEPARTMENT REPORTS**

Code Enforcement Office-*Dr.’s office in Fredonia is out of compliance with ADA. Chuck sent him a letter.*

DPW- *Oil and Stone and paving’s are complete for the season. Hydrants will be replaced in the coming months. East parking lot needs striping done on parking lines.*

Fire Department- *No Report*

Police Department- *No Report*

Recreation Department-*Summer rec programs last day is Friday 8/11/23; planning for the Halloween parade; getting some process for key pad locks for park bathrooms for next year.*

Wastewater Treatment Plant- *No Report*

Water Treatment Plant- *No Report*

**E. EXECUTIVE SESSION**

**BOARD OF TRUSTEES**

**OF THE VILLAGE OF FREDONIA**

**REGULAR MEETING**

**9-11 Church Street**

**Fredonia, NY 14063**

**August 7, 2023**

**7:30 P.M.**

**A. CALL TO ORDER-MAYOR ESSEK**

I call this meeting to order on Monday August 7, 2023 at 7:30 PM

Roll Call of the Trustees: Trustees present: Lynden, Espersen, Siracuse and Twichell; Trustee Bird is absent.

**B. PLEDGE OF ALLEGIANCE-**

**C. APPROVAL OF MINUTES-**

Upon motion duly made by Trustee Lynden and seconded by Trustee Twichell, the following resolution was unanimously adopted:

WHEREAS members of this Board have read the Official Minutes of the Board of Trustees Regular Meeting of July 24, 2023 now, therefore

BE IT RESOLVED that the Board hereby approves the minutes as entered into the Official Minutes, and

BE IT FURTHER RESOLVED that the reading of the minutes be dispensed with.

**D. PUBLIC PORTION-**

This portion of the meeting is for public comment. Any member of the public wishing to speak, once recognized, shall stand at the microphone, and state their name and address. Speakers will be allowed three (3) minutes if speaking for themselves or five (5) minutes if speaking on behalf of a group. I will ask the speakers to refrain from remarks that are in poor taste, slanderous, or not germane to any action taken or contemplated by the Board. Patty Valentine stood to address the Board about an ongoing safety issue with traffic and parking and the Fredonia Police executing parking tickets. Ms. Valentine also passed out photos to the Board.

**E. CORRESPONDENCE-**

**Correspondence dated July 28, 2023 was received from the staff at Village Hall requesting to close the building on Friday August 25, 2023.**

Upon motion duly made by Trustee Siracuse and seconded by Trustee Espersen, the following resolution was unanimously adopted:

BE IT RESOLVED THAT Village Hall Offices will be closed on August 25, 2023 (the Friday of Farm Festival) and that each Village Employee will use a personal/vacation day.

**F. MAYOR’S REPORT-** Mayor commended all who contributed the National Night Out last week, it was a great success. He attended a grape festival at the County Fairgrounds over the past weekend.

**G. TRUSTEE/COMMITTEE REPORTS-**

Lynden- he attended the National Night Out event and thought it was a wonderful event.

Bird- No Report

Espersen- attended the Embrace Fredonia event and would like to see it become an annual event.

Siracuse- No Report

Twichell- attended National Night Out and thought Tara did a wonderful job.

**H. TREASURER’S REPORT-**No Report

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**BOARD OF TRUSTEES -REGULAR MEETING**

**AUGUST 7, 2023**

**CONTINUED**

**I. ADDITIONAL REPORTS-**No Reports

**J. RESOLUTIONS**

Upon motion duly made by Trustee Espersen and seconded by Trustee Twichell and carried unanimously, the following resolution was moved to be tabled.

WHEREAS, the Village and the City each have independent water sources and systems of pumps and piping, and

WHEREAS, the Village and the City have entered into prior agreements that include but are not limited to the interconnection of their water systems, the sale of water between themselves and the emergency availability of water from each other’s system, and

WHEREAS, the Village’s and the City’s water pipes and systems are connected at certain locations including the Vineyard Drive Pump Station, which require maintenance and regular upkeep to ensure availability when needed.

NOW, THEREFORE, the Village and the City, for mutual consideration exchanged and acknowledged hereby Agree as follows:

1. That in order to maintain the integrity and availability of their respective water systems and pipes, the various connections and valves need to be periodically tested, exercised, opened, and closed.
2. The Village and the City will cooperate with each other for the maintenance of their respective systems which will include the exchange of water through their system connections at the Vineyard Drive Pump Station. The parties will coordinate regular exchange of water for the purpose of this maintenance.
3. The parties will not bill or charge each other for the water that is exchanged, or for other meter reading charges that might otherwise apply, during regular maintenance of the systems, pumps, and piping.
4. The parties will exchange an approximately equal number of gallons of water during their coordinated maintenance.
5. Prior to any exchange of water performed for the purpose of maintaining their systems, the parties will advise, through written communication, with e-mail communication being sufficient, of their pending intent to perform such maintenance and exchange of water. Notice and communication shall be given with the designated representative(s) of the parties’ Department of Public Works or other designated responsible agent and shall include the mayors of each municipality.
6. Prior to any exchange of water for the purpose of maintaining their systems, the parties shall mutually agree to (a) the date and time of any exchange; (b) the procedures that each shall follow; and (c) the personnel that shall be present for the parties. No exchange of water for the purpose of maintaining their systems shall take place without such mutual agreement and the personnel present. Further, for the purposes of any exchange of water, the rate of flow in each direction will be set at approximately 300 gallons per minute and last about 15 minutes for each of these exercises. The personnel required to be present from either party may alter or stop the exchange of water if either party encounters an issue of concern before or during the exchange process. Also, the 1-2 pump switch at the Vineyard Drive station shall never be operated when any pumps are operating nor sooner than 15 minutes after any running pump has slowly come to its full stop sequence, and City personnel shall observe such changes to prevent suction side water hammer.
7. Due to water volumes associated with the exchange of water, the parties’ meters will be read and recorded prior to and at the conclusion of any exchanges; and the recorded readings shall be shared with the parties’ billing authorities to account for these non-billable water volumes.

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**BOARD OF TRUSTEES -REGULAR MEETING**

**AUGUST 7, 2023**

**CONTINUED**

1. The above maintenance, exercise of the Vineyard Drive Pump Station, and exchange of water shall occur as determined to be necessary and recommended by the parties and at least quarterly throughout each year.
2. This agreement will remain in effect until cancelled by either party upon six months written notice to the other.
3. This agreement is a rider to the executed agreement for the Vineyard Drive interconnect pump station dated July 14, 2011 It is intended to facilitate periodic testing of the interconnection to and from Fredonia and or Dunkirk.
4. Presently, Fredonia water requires the use of orthophosphate or an equivalent anti-corrosion additive. Dunkirk water does not require the use of an additive. So long as an anti-corrosive additive is used by a party and not the other, the parties shall have any exchange of water for the purpose of maintaining their systems reviewed, and approved, by the Chautauqua County Department of Health before an exchange occurs.

Upon motion duly made by Trustee Siracuse and seconded by Trustee Espersen, the following resolution was unanimously adopted:

BE IT RESOLVED that the request from Annemarie Johnston and Erlyssa LeBeau to attend the NYCOM Fall Training School in Lake Placid N.Y. from September 18 – 22, 2023 at a cost not to exceed **Three Thousand Two Hundred Fifty-Two Dollars and Sixty Cents ($3252.60) (Conference, Meals, Room, and Fuel)** is hereby approved.

Upon motion duly made by Trustee Bird and seconded by Trustee Twichell, the following resolution was unanimously adopted:

BE IT RESOLVED that the request by Shannon Sedlacek, Park Attendant for the Village of Fredonia, to extend her schedule until the end of September 2023 is hereby approved.

Upon motion duly made by Trustee Twichell and seconded by Trustee Espersen, the following resolution was unanimously adopted:

WHEREAS, The Village requires the removal of trees at the Water Treatment Plant due to the obstruction and potential damage of reservoir and bridge structures; and

WHEREAS, Maple Springs Tree Service, Bemus Point, has provided a quote for the removal of the trees for $11,700.00; and

WHEREAS, the removal of these trees is necessary for the Village’s needs; therefore

BE IT RESOLVED the Village Board hereby authorizes the removal of the trees by Maple Springs Tree Service for $11,700.00.

Upon motion duly made by Trustee Siracuse and seconded by Trustee Lynden, the following resolution was unanimously adopted:

WHEREAS, the Village of Fredonia has previously entered a contract with the Chautauqua County Board of Elections to provide a Security Officer at the Wheelock School polling site location.

WHEREAS, this contract expires December 31, 2023. The Board of Elections would like to extend the contract to December 31, 2028 for up to $9,000; therefore,

BE IT RESOLVED, the Board of Trustees approves the extension of the contract for a security officer with the Board of Elections to December 31, 2028 for up to $9,000.

Upon motion duly made by Trustee Espersen and seconded by Trustee Twichell, the following resolution was unanimously adopted:

WHEREAS the Fredonia Fire Department would like to transfer the 2011 Chevy Silverado 2500 to the Department of Public Works (DPW), and

WHEREAS the Village Board agrees with this transfer, and

WHEREAS the DPW agrees to remove lettering, patches and striping of said vehicle, now therefore

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**BOARD OF TRUSTEES -REGULAR MEETING**

**AUGUST 7, 2023**

**CONTINUED**

BE IT RESOLVED that the Fire Department’s request to reallocate the 2011 Chevy Silverado 2500 Vin: 1GC1KXEGBF189857 is hereby approved.

Upon motion duly made by Trustee Espersen and seconded by Trustee Siracuse the following resolution was unanimously adopted:

WHEREAS, the Board of Trustees of the Village of Fredonia has been advised that the State University of New York at Fredonia seeks permission to study, procure, and analyze two sediment cores from the Fredonia reservoir and tree cores to estimate sedimentation rates and changes in algal populations to analyze how the reservoir evolved; and

WHEREAS, the Board of Trustees intends to allow Fredonia Professor Dr. Derek Gibson and his students to enter Village land for the limited purposes of conducting their study; and WHEREAS, Dr. Derek Gibson and Fredonia students have sufficient funding to conduct their study; now, therefore,

BE IT RESOLVED, the Village hereby authorizes Dr. Derek Gibson and his students to enter Village land for the purposes of his study.

Upon motion duly made by Trustee Siracuse and seconded by Trustee Espersen, the following resolution was unanimously adopted:

BE IT RESOLVED that Cara MaGill, of 12 Ash St. Mayville, NY is hereby appointed to the position of Senior Account Clerk at an hourly rate of $20.97 with benefits, effective August 21, 2023, subject to civil service rules and regulations and to a probationary period of six (6) months.

**K. EXECUTIVE SESSION-**

Upon motion duly made by Trustee Siracuse and seconded by Trustee Espersen and carried unanimously, the Board entered Executive Session to discuss the employment of individuals across multiple Village departments at 8:20 PM.

Upon motion duly made by Trustee Siracuse and seconded by Trustee Lynden and carried unanimously, the Board exited Executive Session at 8:25 PM, with no vote taken.

Upon motion duly made by Trustee Lynden and seconded by Trustee Espersen and carried unanimously the Board adjourned the regular meeting at 8:30 PM.

**L. MEETING SCHEDULE**- The Next Village of Fredonia Workshop and Board Meeting will take place Monday August 21, 2023, 6:30 PM in the Trustee Room, second floor Village Hall.

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