

**January 3, 2017**

**The Regular Meeting of the Board of Trustees of the Village of Burdett was held at the Village Hall. Mayor Dale Walter called the meeting to order at 7:00 pm. Present were Trustees: Laurence Jaynes, Diane White, Linda Arcangeli and Judith Mangus. Also in attendance was: Fire Chief and Code Enforcement Officer Jason Kelly and Village Clerk-Treasurer Naomi C. Kingsley.**

**Public Concerns:**

2 seniors were in attendance to observe for their government class at school.

**Approval of Minutes:**

Trustee Jaynes made a motion to approve the December 5, 2016 meeting minutes. Trustee White seconded the motion. All were in favor.

**Additions/Deletions to Agenda**

Mayor – street – update street, Christmas lights

Board concerns – citizen caucus

Trustee Jaynes – Board concerns - Hector library donation request

**Department Head Reports:**

**Fire Department Report:**

Alarms for December

12/02	EMS call State Route 414
12/06	EMS call County Road 4
12/07	Automatic alarm State Route 227 – Town of Hector
12/13	Trailer fire Covert Road
12/15	Mutual aid to Odessa on garage fire
12/16	MVA State Route 79
12/17	Automatic alarm County Road 5 – ARC House
12/19	EMS call Church Street
12/20	Automatic alarm State Route 227 – Town of Hector
12/21	EMS call State Route 79
12/21	EMS call Stage Road
12/22	Fire investigation County Road 5 – controlled burn
12/22	MVA State Route 79

There were a total of 178 calls for the year. The annual banquet is the 28<sup>th</sup> here. Seneca Santa went well; we were down to 4 families from 8 last year. The “Keep the Wreath” program ended with 6 red bulbs, only 3 were major issues. Plans for the new building are going well; the committee and Hunt Engineers are getting questions answered. There will be new drawings for the board members to see, we will meet at 6:30, before the first meeting in February. Trustee Arcangeli asked what “Wet Water” was. Jason explained that it is a penetrating soap to put in the tank that helps to penetrate the fire and it cleans the tanks.

**Code Enforcement:**

Things are going good. He will be leaving a note for the gentleman on Factory Street to get his permit issued.

**Street Department Report:**

The mayor will have a meeting with Ryan Robinson to talk about LED streetlights. He will also talk about the new fire house parking lot lighting to see what grants might be available.

The Mayor has already spoken to Trustee Jaynes and now he is informing the rest of the board that the Village of Watkins Glen has Christmas decorations that they are willing to share with the Village of Burdett. They need some work. The mayor spoke to Superintendent of Utilities Mark Specchio and they have close to 30 decorations that hang on poles. The Village of Burdett should consider paying \$50.00 for the bunch. The mayor spoke to Charlie Scaptura of JAC Contracting and he gave a rough idea of what it would cost to tie in to the utility poles and install outlets for lights. The estimate is \$2-\$3,000.00.

Trustee Arcangeli commented that there is a streetlight on Mill Street behind the Grist Mill that has been out for about a year. Trustee Jaynes stated that there is one below his place that is on then off.

**Parks Department Report:**

None

**Water Board Report:**

Trustee Jaynes was unable to make meeting.

**Planning Board:**

Trustee Jaynes stated that Charlotte wanted to thank Trustee Arcangeli for helping to take down the Christmas tree lights. There will be a meeting next Tuesday. The mayor will get the tree and the barrel out next week.

**Committee Reports:**

**FINANCIAL**

The clerk handed out updated budget printouts. The mayor has received questions from Tom Becker regarding the financial statement for the new fire house grant.

The clerk will find the local law to override the tax cap and we will start budget work mid February to have a budget done by March or April.

**STREET/PARKS:**

None

**ENVIRONMENTAL MANAGEMENT COUNCIL**

None

**COUNCIL OF GOVERNMENTS UPDATE:**

Will meet the end of this month

**LEGISLATIVE COMMITTEE:**

None

**Board Concerns:**

The mayor talked to Alvin White regarding the Citizens Caucus. Alvin chose Monday, January 23<sup>rd</sup> at 7pm to hold the caucus, here at the fire house.

The mayor spoke to several people and they all stated not to donate to the Hector Library. The library sends their request for funds everywhere. They also get money from the Southern Tier Library service. There is a dotted line relationship with the Hector Fire Department.

**Presentation of Bills:**

A motion was made by Trustee Jaynes to approve payment of the general fund bills in the amount of \$2,343.19. Trustee Mangus seconded the motion. All were in favor.

A motion was made by Trustee Mangus to approve payment of the fire department bills in the amount of \$2,485.06. Trustee White seconded the motion. All were in favor.

Voucher #'s 171-181.

**Correspondence:**

A \$300.00 check was received from the Town of Hector for using the building during elections. The clerk/treasurer submitted her resignation effective May 31, 2017. The village will need to place an ad in the paper. A couple trustees and the mayor will get together and put together a job description. There are 3-4 people who are interested. Think about it and let the mayor know at next meeting who would like to help.

**Executive Session**

None

**Adjournment:**

There being no further business, Trustee White made a motion to adjourn. The motion was seconded by Trustee Arcangeli. All were in favor, meeting adjourned at 7:40 pm.

Respectfully submitted,

Naomi C. Kingsley  
Village Clerk

**January 17, 2017**

**The Regular Meeting of the Board of Trustees of the Village of Burdett was held at the Village Hall. Mayor Dale Walter called the meeting to order at 7:00 pm. Present were Trustees: Laurence Jaynes and Linda Arcangeli. Also in attendance was: Village Attorney Connie Fern Miller and Village Clerk/Treasurer Naomi C. Kingsley.**

**Public Concerns:**

None

**Approval of Minutes:**

No Quorum

**Additions/Deletions to Agenda**

None

**Department Head Reports:**

**Fire Department Report:**

None

**Code Enforcement:**

None

**Street Department Report:**

None

**Parks Department Report:**

None

**Water Board Report:**

None

**Planning Board:**

None

**Committee Reports:**

**FINANCIAL**

None

**STREET/PARKS:**

None

**ENVIRONMENTAL MANAGEMENT COUNCIL**

None

**COUNCIL OF GOVERNMENTS UPDATE:**

None

LEGISLATIVE COMMITTEE:  
None

**Board Concerns:**  
None

**Presentation of Bills:**  
None

**Correspondence:**  
None

**Executive Session**  
None

**Adjournment:**  
No Quorum

Respectfully submitted,

Naomi C. Kingsley  
Village Clerk

**February 6, 2017**

**The Regular Meeting of the Board of Trustees of the Village of Burdett was held at the Village Hall. Mayor Dale Walter called the meeting to order at 7:00 pm. Present were Trustees: Laurence Jaynes, Linda Arcangeli and Judith Mangus. Also in attendance was: Fire Chief and Code Enforcement Officer Jason Kelly and Village Clerk-Treasurer Naomi C. Kingsley.**

**Public Concerns:**

None

**Approval of Minutes:**

Trustee Jaynes made a motion to approve the January 3, 2017 meeting minutes. Trustee Arcangeli seconded the motion. All were in favor.

**Additions/Deletions to Agenda**

Mayor – Board Concerns – Tax Issue, Mega,  
Committee reports – clerk search  
Financial – local law

**Department Head Reports:**

**Fire Department Report:**

Alarms for January

12/02 EMS call State Route 414

12/06 EMS call County Road 4

The Fire Department helped get the water shut off for the new owners of 3752 Barnum Street. The 2016 annual yearend report was distributed to the board members. Responded to a carbon dioxide call on Davies Road, which is a cottage road. It is a paved road but it still takes time to get down into the residence and they were not very happy with the response time. It's tough because the residents won't tell if they are year round residents.

The mayor reported on the new fire house funding. The village is pursuing a loan through USDA Rural Development. We received a letter on January 31<sup>st</sup>. The pre-application was reviewed and the project is eligible for \$2,707,000.00 with a \$50,000.00 grant. We still have to do a final application for \$2.9 million for a worst case scenario. We have \$20,000.00 coming from O'Mara's office from a couple years ago. There is \$120,000.00 from village funds. One other piece is that we have to secure a bonding agent. The mayor contacted John Alessi with Hodgson Russ. There is a meeting on Thursday at 1:30 with Tom Becker (USDA RD), bond council (in person or on the phone), Chris Bond (Hunt Engineers), the mayor, Jay and a couple from the building committee. The committee is applying for grants for a generator and sprinkler system. We are required to have a clerk of the works/project manager, job descriptions were provided to Jay and the building committee. We will go out for an RFP.

Jason reported that the banquet went well, some stayed late dancing. Bowers allowed the men to put the two trucks in his heated garage overnight and that went well.

**Code Enforcement:**

None

**Street Department Report:**

The mayor reported the street lights to NYSEG, they are still out. Town has been out salting and cindering

**Parks Department Report:**

None

**Water Board Report:**

Trustee Jaynes reported on the last meeting. Chatfield Engineers are doing a study for another well and a line coming down County Road 4. There was a service leak in an unused place that had been leaking for a while, they have 3-4 more the same way. Meter upgrades are going on. They are working on the Scale House Brewing, Glen Eldridge replacing 2" line. Compressors are working alarms are working hydrant on 414 and Fausel, stone in valve causing leak. New winery 414 and Shumway chickadee will be buying grapes and mixing them. Hector buying new truck, mission statement for the web site. Water plant had to change water heaters. Rabbit run adding 10 more cabins, other 40 are coming along well. Development across from Logan Ridge will not be using town water, creating their own reservoir. Come down 4 out Skyline and make a loop

**Planning Board:**

Charlotte reported that there will be a meeting this Tuesday. Lee Howard's name was given to the County Planner to be our representative. Charlotte met with Rebekah Carroll from the Chamber regarding the Chamber paying for our flower pots and was told to contact Brittany Gibson. Brittany stated that they will pay for at least 50% of the cost for the plantings. If the village gets 50% of what we paid that would be a nice contribution.

**Committee Reports:**

**FINANCIAL**

We have talked about the local law to override the tax cap. We have to hold a public hearing. Trustee Jaynes made a motion to advertise a public hearing on the proposed local law with a special meeting after to accept or reject the proposed law. Trustee Mangus seconded the motion. A roll vote was taken as follows: Trustee Jaynes – aye, Trustee Arcangeli – aye, and Trustee Mangus - aye. A legal notice will be placed in the paper for a public hearing on January 27<sup>th</sup> at 6:00 pm and a special meeting at 6:30 pm.

**STREET/PARKS:**

None

**ENVIRONMENTAL MANAGEMENT COUNCIL**

None

**COUNCIL OF GOVERNMENTS UPDATE:**

The mayor reported that they met January 26<sup>th</sup>. John King remained as president, along with the rest being reinstated. SCOPED changed their by-laws, prior to this, the membership of SCOPE was delineated, now the Council of Governments is the group that nominated the town and village representatives.

A committee gave a presentation on the Watkins Glen Summer Recreation program. They are looking for grant funds for \$42-45,000.00 to run the program. They may fall about 10,000 short and wanted to know if the villages and the town would be willing to contribute, based on enrollment, be willing to pay their fair share.

**LEGISLATIVE COMMITTEE:**

None

**Board Concerns:**

Clerk search – the mayor received a couple village clerk/treasurer job descriptions from some civil service agencies. He and Judy will review them and adapt them for the village.

The accounting firm of Freed Maxick has been contacted about an audit of the books for the turnover in position and gave an estimate of \$4,700.00 plus direct expenses. Trustee Jaynes made a motion to hire Freed Maxick. Trustee Mangus seconded the motion. All were in favor.

Marty O'Donnell called the village clerk two weeks ago and the mayor this morning. He stated that he received his tax bill last June and misplaced/forgot it. When he spoke to the clerk, she gave him the penalty percentage due. He sent a check but it was the wrong amount so the check was returned to him. He called the mayor and stated that he misplaced the original bill but if he had received a second notice in September he would have paid. A second notice does not have to be sent, and according to state law a resident is responsible for property taxes even if they don't receive a bill. The mayor will call him and tell him that he owes the money.

Attorney Miller reported that Jan Arcangeli-Neira call her office regarding the property transfer. Connie will not talk to her since she is representing the village so Jan spoke to her assistant Nicole. Jan told Nicole that she has the idea that it is our responsibility to amend the contract to take care of the new taxes that are owed. There were specific dates in the original contract which have passed, because it sat in Attorney McDivitts office for all this time. He told Jan that she did not have to accept the deed since it was not recorded. Connie stated that is not so, the deed was signed, sealed and delivered and it doesn't matter whether she records it or not. We will try to be cooperative and helpful to get this matter cleared up. Attorney Miller and the mayor will get together to discuss the reworked contract sent by Attorney McDivitt. Trustee Jaynes made a motion to give the mayor authority to negotiate and resolve this issue. Trustee Arcangeli seconded the motion. All were in favor.

Received a request for support from Chemung, Schuyler, Steuben County Emergency Management Services in the amount of \$300.00 for 2017. Denied

A letter of resignation was submitted from Trustee Diane White. The mayor will research the NYCOM book and report at next meeting of what needs to be done to fill the position. The mayor will send her a letter stating that we received and accepted her resignation and thanking her for her service.

MEGA reached out to us about putting the village utilities in the system and we should hear in the next 30 days of the rates. In March we will need to discuss how they are going to get the information to the residents of the village.

**Presentation of Bills:**

A motion was made by Trustee Jaynes to approve payment of the general fund bills in the amount of \$1,942.78. Trustee Mangus seconded the motion. All were in favor.

A motion was made by Trustee Arcangeli to approve payment of the fire department bills in the amount of \$4,514.78. Trustee Mangus seconded the motion. All were in favor.

Voucher #'s 196-208.

**Correspondence:**

Soil and Water annual report  
Playground equipment catalog  
Card from Sherry Biever and family – thank you  
Letter from Wertheim regarding Gas Storage

**Executive Session**

None

**Adjournment:**

There being no further business, Trustee Jaynes made a motion to adjourn. The motion was seconded by Trustee Mangus. All were in favor, meeting adjourned at 8:39 pm.

Respectfully submitted,  
Naomi C. Kingsley  
Village Clerk

**February 21, 2017**

**The Regular Meeting of the Board of Trustees of the Village of Burdett was held at the Village Hall. Mayor Dale Walter called the meeting to order at 7:00 pm. Present were Trustees: Laurence Jaynes, Linda Arcangeli and Judith Mangus. Also in attendance was: Charlotte Jaynes – Planning Board and Village Clerk/Treasurer Naomi C. Kingsley.**

**Public Concerns:**

None

**Approval of Minutes:**

Trustee Jaynes made a motion to accept the February 6, 2017 meeting minutes. Trustee Mangus seconded the motion. All were in favor, motion carried.

**Additions/Deletions to Agenda**

Mayor – 2 for Fire Dept - bond council and Municipal Solutions

Committee reports – Financial – O’Donnell

Council of Gov’ts – S.C.O.P.E.D.

Board Concerns – Election

Trustee Arcangeli – Board Concerns - Wednesday Afternoon Club

Trustee Jaynes - Board Concerns - Trustee and Clerk

**Department Head Reports:**

**Fire Department Report:**

The Mayor reached out to John A. Alessi with Hodgson Russ to secure their services as Bond Council. Trustee Jaynes made a motion to hire the firm of Hodgson Russ as Bond Council for the Fire Department construction project. Trustee Arcangeli seconded the motion. A roll call vote was taken as follows: Trustee Jaynes – aye, Trustee Arcangeli – aye, and Trustee Mangus – aye.

The mayor asked for a motion to engage the services of Municipal Solutions Inc. as financial advisors for the new Fire Department Building project, they go out and get the money from banks and pay the contractors and keep the paperwork and then pay the bank back when the money is received from Rural Development. If approved the mayor will have a conference call with Jeffrey Smith from Municipal Solutions, Thomas Becker with USDA Rural Development, John Alessi from Hodgson Russ and Hunt Engineers. Trustee Jaynes made a motion to contract with Municipal Solutions. Trustee Mangus seconded the motion. A roll call vote was taken as follows: Trustee Jaynes – aye, Trustee Arcangeli – aye, and Trustee Mangus – aye.

**Code Enforcement:**

None

**Street Department Report:**

Mayor reported the streetlights again, one was fixed but no others. A total of 4 are out of service.

**Parks Department Report:**

None

**Water Board Report:**

None

**Planning Board:**

Charlotte reported that they will meet on the 14<sup>th</sup>. Is there anything that the board would like them to work on? The mayor reported that an electronic sign will be incorporated into the new fire house project. Charlotte would like to know about drafting a letter to send to the businesses in the village to see if they would be willing to contribute to a sign on Tug Hollow Road. A sign that says "Village of Burdett" with an arrow and then the businesses listed underneath. A sign a mile down the road from Tug Hollow directing people to Burdett would be very useful. Charlotte reported that there was a Village Revitalization meeting at the Shared Services Building. Her boss went, and there was discussion about what is being done in Watkins Glen. It seems that all the grant monies are going to Watkins Glen, why aren't the other municipalities getting any attention? There is another meeting coming up. Are we even getting the funds for the flowers now?

The Mayor reported that John Hunt would like to give up the village historian position. Would Mr. Howard be a good replacement?

**Committee Reports:**

**FINANCIAL**

The village received a letter from Mr. O'Donnell regarding his delinquent taxes.

**STREET/PARKS:**

None

**ENVIRONMENTAL MANAGEMENT COUNCIL**

None

**COUNCIL OF GOVERNMENTS UPDATE:**

Mayor was put in as the village representative to SCOPED, which is for all the villages.

**LEGISLATIVE COMMITTEE:**

None

**Board Concerns:**

The mayor talked to John and Sharon Hunt and they will be the election inspectors again this year.

Mayor did some research and he can appoint someone to replace Trustee White. He will wait until after the election to see what happens and then make his appointment.

The mayor received the Village Clerk job description back from Attorney Miller last Friday. He will have it for the Monday meeting and then it can be advertised.

A response has been drafted to Attorney McDivitt. Tim O'Hearn signed off for the county.

Trustee Arcangeli shared that Bonnie Lokken, historian for the Wednesday Afternoon Club, stated that they have a lot of paperwork and could they have storage space in the new fire house. The mayor stated that we will make room for them. We could make room here now.

Trustee Jaynes reported that he plows the sidewalks down his side of the street through , then crosses and comes up the other side. Two young men followed him from the Barrett's trailer and complained their father doesn't want them to clear their walk because he digs up the yard.

Danny is still shoveling but it is not anywhere near as early as he has been. He is still within the contract specifications.

The clerk is to get lawn mowing bid updated and advertise soon. Should we make it a 2 or 3 year contract? A 2 year contract would be nice. We can open bids at the March 20<sup>th</sup> board meeting.

**Presentation of Bills:**

A motion was made by Trustee Jaynes and seconded by Trustee Arcangeli approving payment of the general fund bills in the amount of \$.

A motion was made by Trustee Arcangeli and seconded by Trustee Mangus approving payment of the fire department bills in the amount of \$.

Voucher #'s .

**Correspondence:**

Invite for “Real Hero’s” at the Wings of Eaglea , March 10<sup>th</sup> \$50.00/person

NYCOM letter

PERMA annual conference May 25<sup>th</sup> and 26<sup>th</sup> at Lake George

Letter from residents regarding gas storage. One was from a Watkins Glen resident and 2 from Hector residents asking board to please vote no on any resolutions supporting gas storage.

From Jim Beebe-Woodward – an event notification June 25<sup>th</sup> - “Farm to Fork Fondo” bicycle event

**Executive Session**

None

**Adjournment:**

There being no further business, Trustee Jaynes made a motion to adjourn. The motion was seconded by Trustee Mangus. All were in favor, meeting adjourned at 7:53 pm.

Respectfully submitted,

Naomi C. Kingsley  
Village Clerk

**February 27, 2017**

**The Special Meeting of the Board of Trustees of the Village of Burdett was held at the Village Hall. Mayor Dale Walter called the meeting to order at 6:00 pm. Present were Trustees: Laurence Jaynes and Judith Mangus. Also in attendance was: Village Clerk/Treasurer Naomi C. Kingsley.**

**Public Hearing Local Law #1 of 2017:**

The mayor opened the public hearing on Local Law #1 of 2017, a local law to authorize the override of the tax cap. The Mayor explained that this year due to the undertaking of the building of the new fire house our budget may be affected. The exact figure are unknown until the loan and grants are figured. The payment for Burdett looks to be about \$15,000.00. It will be based on property valuation for all residents in Burdett and Hector (the Burdett Fire Department district). It gives us permission to go over the limit if need be, it doesn't mean that we will. Mr. Howard asked if there would be a cap placed on the limit. He also stated that the Town of Hector will be reassessed this year. Marty Evans commented that this will set a new base and then a cap set on it. Mrs. Hunt would like to see a cap put on it. The Mayor stated that he hoped the residents would trust the village board not to go overboard. Marty asked, the permission is for this year only? The mayor stated that the village won't see the benefits of the re-evaluation until next year and he has never seen a cap on the limit. Right now it looks to be less than \$1.00 per \$1,000 of assessed value. For a number of years the village has had a zero tax increase. The preliminary award letter from USDA is that a \$50,000.00 grant will be given. Our share of the payment is set and won't increase over the term of the 30 year loan. It will be a very good interest rate, but \$2.9 million is a lot of money. The building committee has planned for the future in sizing the building. Mr. Howard asked if the board knew what will be done with this building. The Mayor responded, no, not at this time. The Board will solicit the community, to see if there would be any value to keeping it or should it be sold. There are people that are interested already. Funds could go against the payment of the loan or be set aside for other projects. It would be a shame to see it torn down; it would be nice to get it back on the tax rolls and developed. There is enough land at the new site that we can incorporate recreation fields and that would free up the ball park area also. The Local Law needs to be submitted to the State after it is passed and accepted by them. Sharon Hunt asked why notice of the meeting wasn't put on the sign out front. The mayor responded that the sign has been on its side more than standing lately. There is money in the project for an electric sign at the new fire house. Mr. Howard asked if the sidewalks will be extended all the way to the new fire house. The mayor stated that it is something that the village has always wanted to be done, but it is not funded in the project. All the property for the new fire house is within the village limits. It goes back to the creek, a little over 12 acres. Mr. Howard stated that if the village were funding the whole figure, it would be a 25% increase. From \$62,000 to \$75,000 would be 25%. The assessed value of the village is \$14,538,070.00, add a dollar per thousand to what we have now and it means a 25% increase based on the tax rate. Mr. Howard stated that \$1 per \$1000 is realistic. Sharon Hunt agreed. In the Burdett fire district, everyone is paying an equal share in the cost of the new fire house. The public hearing was closed at 6:39.

This special meeting was advertised in the February 15<sup>th</sup> edition of the village's legal newspaper. We will now vote on proposed Local Law #1 of 2017. Trustee Jaynes made the motion to accept Local Law #1 of 2017. Trustee Mangus seconded the motion. A roll call vote was taken as follows: Trustee Jaynes – aye, Trustee Mangus – aye, Mayor Walter – aye.

The Mayor stated his work will be in best interest of the village.

Charlotte reported that she attended the CDC meeting for village revitalization in Watkins Glen. Four villages were to attend but Odessa was unable to make it. She asked the board what we would like them to help fund, help with the flower baskets, help with flags, or signage at the Y coming up hill or on Tug Hollow directing them this way. Also, the sign on Tug Hollow would list village businesses alphabetically so as to not show favoritism. She needs to let them know by Wednesday. If all the villages work together, they can get better rates on flowers and such. They would buy more baskets and they asked about hanging baskets but they would be too hard to water. There is \$2,375.00 budgeted for Burdett to purchase additional planters and pay for 2 plantings. It is a tentative budget for them. It works out to \$1250.00 to add 10 baskets and \$1025.00 for the plantings. Is that the total?, unknown. Marty asked if the flags are the banner flags we have here currently. Watkins Glen has stick flags. The banners were \$100.00 something each plus the brackets. At least half of the brackets are gone or broken. The planning board is looking to do two flags, a fall/winter combo and a spring/summer combo. The CDC would be willing to put the plastic race signs from pole to pole across the street if we had electric poles across from one another to hang them. If we get them to help with flags and signs it would be great, since we already fund the flowers. Christmas lights taken care of for next year. If they could help with the 2 highway signs, DOT should pay for them, we just need their leverage. Charlotte will email them our response.

**Bond Resolution:**

The Mayor has been in contact with Bond Council and we will be passing a bond resolution at the next meeting. Copies were handed out for review.

**SEQR:**

Prior to the bond resolution, a SEQRA needs to be researched, developed and passed. Burdett has been appointed the lead agency, and has to have to declare a negative declaration.

MEGA –there will be an educational meeting set up. Burdett was first in the county to reach out to MEGA. The village has signed up and that creates an opportunity for residents in the village to sign up with them. We held up on our piece and now the Village and Town of Montour have joined in. It looks like tentatively, early May after schools have spring break to hold the meetings. The will be about an hour, hour and a half long and are an open door type.

New fire department member, Taylor John Grover from Upper Foothill Road, full fireman, passed through their board of review. Trustee Jaynes made a motion to accept the new fire department member. Trustee Mangus seconded the motion. All in favor.

**Adjournment:**

There being no further business, Trustee Mangus made a motion to adjourn. The motion was seconded by Trustee Jaynes. All were in favor, meeting adjourned at 7:06 pm.

Respectfully submitted,

Naomi C. Kingsley  
Village Clerk

**March 6, 2017**

**The Regular Meeting of the Board of Trustees of the Village of Burdett was held at the Village Hall. Mayor Dale Walter called the meeting to order at 7:06 pm. Present were Trustees: Laurence Jaynes, Linda Arcangeli and Judith Mangus. Also in attendance was: Fire Chief and Code Enforcement Officer Jason Kelly, Planning Board Chair Charlotte Jaynes and Village Clerk-Treasurer Naomi C. Kingsley.**

**Public Concerns:**

Mr. Howard stated that if he was to take on the role of village historian, what do we have for him to look at as far as archives? Next time we send out a monthly letter, please ask if anyone has anything to donate or allow him to make copies of, would you please contribute.

**Approval of Minutes:**

Trustee Jaynes made a motion to approve the February 21, 2017 meeting minutes. Trustee Mangus seconded the motion. All were in favor. Trustee Jaynes made a motion to approve the February 27, 2017 meeting minutes. Trustee Mangus seconded the motion. All were in favor.

**Additions/Deletions to Agenda**

Mayor – under Fire Dept – SEQR and bond resolution  
Streets – pedestrian bridge  
Board concerns – newsletter, clerk position

**Department Head Reports:**

**Fire Department Report:**

Alarms for February

02/10	EMS call Stage Road
02/12	EMS call Satterly Hill
02/15	EMS call Potomac Road
02/19	Service call Lake Ave.
02/21	Chimney fire – mutual aid from Mecklenburg State Rt 79
02/21	EMS call Willow Street
02/22	EMS call State Route 79 & County Road 8
02/25	EMS call Church Street
02/27	MVA Stage Road
02/28	Service call Stage Road

One man was injured during SCVA training, submitted a bill for 5 new air bottles, working on redoing the second alarm mutual aid assignment, trying to cut down to 2 departments and a stand by department here. 3<sup>rd</sup> alarm, those as needed. Working here on trainings – osha, scva refresher training, order new turn out gear for 3 members, current gear was too big for the new member approved last month.

There was a tragic incident on Church Street, all are getting counseling.

The mayor reported that paperwork on the new fire house is moving along at a steady pace. There are 2 different actions that need attention tonight. We need to file the SEQR and then we need to pass a bond resolution. The SEQR was review and questions answered. Trustee Mangus made a motion to approve the mayor signing the SEQR form. Trustee Arcangeli seconded the motion. All were in favor.

Trustee Jaynes made the motion to approve the Bond Resolution. Trustee Mangus seconded the motion. A roll call vote was taken as follows: Trustee Jaynes – aye, Trustee Arcangeli – aye, Trustee Mangus – aye, Mayor Walter - aye. The resolution will need to be posted in 6 places for 30 days. If the community doesn't want the new fire house to be funded this way, someone needs to submit a petition. If no petitions are filed within 30 days, the resolution is basically passed. There is another 30 day period for the estoppel notice.

**A BOND RESOLUTION, DATED MARCH 6, 2017, OF THE VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF BURDETT, SCHUYLER COUNTY, NEW YORK (THE "VILLAGE"), AUTHORIZING (A) THE VILLAGE TO UNDERTAKE A CAPITAL IMPROVEMENTS PROJECT CONSISTING OF THE CONSTRUCTION OF A BUILDING FOR USE BY THE VILLAGE, AT AN ESTIMATED MAXIMUM COST OF \$3,000,000 (B) THE EXPENDITURE OF \$120,000 FROM THE VILLAGE'S BUILDING RESERVE FUND, AND (C) THE ISSUANCE OF SERIAL BONDS IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$2,880,000 PURSUANT TO THE LOCAL FINANCE LAW TO FINANCE SAID PURPOSE, SAID AMOUNT TO BE OFFSET BY ANY FEDERAL, STATE, COUNTY AND/OR LOCAL FUNDS RECEIVED, AND DELEGATING THE POWER TO ISSUE BOND ANTICIPATION NOTES IN ANTICIPATION OF THE SALE OF SUCH BONDS TO THE VILLAGE TREASURER.**

WHEREAS, the Village Board of Trustees of the Village of Burdett, in the County of Schuyler, New York (the "Village") desires to undertake a capital improvements project generally consisting of the construction of a building for use by the Village; and

WHEREAS, the Village has previously established a reserve fund known as the Building Reserve Fund established on May 5, 2004 (the "Reserve Fund"); and

WHEREAS, after careful consideration of the costs and importance of such Project, the Village believes that it is in the best interest of the Village to proceed with such Project with the understanding that the Village intends to use reserve funds to reduce the amount of money that is required to be financed through the issuance of notes and bonds;

NOW, THEREFORE,

BE IT RESOLVED, by the Village Board of Trustees (by the favorable vote of not less than two-thirds of all the members of the Board of Trustees) as follows:

SECTION 1. The Village is hereby authorized to undertake a capital improvements project consisting of the construction of a building for use by the Village generally consisting of the construction of an approximate 10,000 square foot building including, but not limited to, the construction of an apparatus bay to house fire-fighting trucks and equipment, a community room with kitchen, Village offices and meeting rooms, as well as other such improvements as more fully identified in (or contemplated by) a report prepared by Hunt Engineers Architects Surveyors, including all preliminary work and necessary equipment, materials and related site work, and any preliminary costs and other improvements and costs incidental thereto and in connection with the financing thereof (collectively, the "Purpose"). The estimated maximum cost of the Purpose is \$3,000,000.

SECTION 2. The Village Board of Trustees plans to finance a portion of the estimated maximum cost of the Purpose by the expenditure of \$120,000 from the Reserve Fund. The balance of such Purpose is to be funded by the issuance of serial bonds of the Village in an aggregate principal amount not to exceed \$2,880,000, hereby authorized to be issued therefor pursuant to the Local Finance Law, said amount to be offset by any federal, state, county and/or local funds received. Unless paid from other sources or charges, the cost of such improvements is to be paid by the levy and collection of taxes on all real property in the Village to pay the principal of said bonds and the interest thereon as the same shall become due and payable.

SECTION 3. It is hereby determined that the Purpose is an object or purpose described in subdivision (11)(a) of paragraph (a) of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of the Purpose is 30 years.

SECTION 4. Current funds are not required to be provided prior to the issuance of the bonds authorized by this resolution or any notes issued in anticipation of the sale of such bonds.

SECTION 5. It is hereby determined the proposed maturity of the obligations authorized by this resolution will be in excess of five years.

SECTION 6. The faith and credit of the Village are hereby irrevocably pledged for the payment of the principal of and interest on such bonds (and any bond anticipation notes issued in anticipation of the sale of such bonds) as the same respectively become due and payable. An annual appropriation will be made in each year sufficient to pay the principal of and interest on such bonds or notes becoming due and payable in such year. Unless paid from other sources or charges, there will annually be levied on all the taxable real property of the Village a tax sufficient to pay the principal of and interest on such bonds or notes as the same become due and payable.

SECTION 7. Subject to the provisions of this resolution and of the Local Finance Law, pursuant to the provisions of Section 30.00 relative to the authorization of the issuance of bond anticipation notes or the renewals of such notes and of Section 21.00, Section 50.00, Sections 56.00 to 60.00, Section 62.00 and Section 63.00 of the Local Finance Law, the powers and duties of the Village Board of Trustees pertaining or incidental to the sale and issuance of the obligations herein authorized, including but not limited to authorizing bond anticipation notes and prescribing the terms, form and contents and details as to the sale and issuance of the bonds herein authorized and of any bond anticipation notes issued in anticipation of the sale of such bonds, and the renewals of such notes, are hereby delegated to the Village Treasurer, the chief fiscal officer of the Village. Without in any way limiting the scope of the foregoing delegation of powers, the Village Treasurer, to the extent permitted by Section 58.00(f) of the Local Finance Law, is specifically authorized to accept bids submitted in electronic format for any bonds or notes of the Village.

SECTION 8. The temporary use of available funds of the Village, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Local Finance Law, for the purpose or purposes described in Section 1 of this resolution. The Village then reasonably expects to reimburse any such expenditures (to the extent made after the date hereof or within 60 days prior to the earlier of (a) the date hereof or (b) the date of any earlier expression by the Village of its intent to reimburse such expenditures) with the proceeds of the bonds authorized by Section 2 of this resolution (or with the proceeds of any bond anticipation notes issued in anticipation of the sale of such bonds). This resolution shall constitute the declaration (or reaffirmation) of the Village's "official intent" to reimburse the expenditures authorized by Section 2 hereof with such bond or note proceeds, as required by United States Treasury Regulations Section 1.150-2.

SECTION 9. The Village Treasurer is further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the bonds authorized by this resolution, and any notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and may designate the bonds authorized by this resolution, and any notes issued in anticipation thereof, as "qualified tax-exempt bonds" in accordance with Section 265(b)(3) of the Code.

SECTION 10. The Village Treasurer is further authorized to enter into a continuing disclosure agreement with the initial purchaser of the bonds or notes authorized by this resolution, containing provisions which are satisfactory to such purchaser in compliance with the provisions of Rule 15c2-12, promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934.

SECTION 11. The Village has complied with applicable federal, state and local laws and regulations regarding environmental matters, including compliance with the New York State Environmental Quality Review Act ("SEQRA"), comprising Article 8 of the Environmental Conservation Law and, in connection therewith, duly issued a negative declaration and/or other applicable documentation, and therefore, no further action under the State Environmental Quality Review Act is necessary.

SECTION 12. In the absence or unavailability of the Village Treasurer, the Deputy Treasurer is hereby specifically authorized to exercise the powers delegated to the Village Treasurer in this resolution.

SECTION 13. The validity of such serial bonds or of any bond anticipation notes issued in anticipation of the sale of such serial bonds may be contested only if:

1. (a) such obligations were authorized for an object or purpose for which the Village is not authorized to expend money, or

(b) the provisions of the law which should be complied with as of the date of publication of this notice were not substantially complied with

and an action, suit or proceeding contesting such validity is commenced within 20 days after the date of such publication of this notice, or

2. such obligations were authorized in violation of the provisions of the Constitution of New York.

SECTION 14. This Resolution is subject to permissive referendum pursuant to Section 36.00 of the Local Finance Law. The Village Clerk is hereby authorized and directed to publish (one time) and post (in at least six conspicuous public places within the Village and at each polling place), this resolution, or a summary thereof, together with a notice of adoption of this resolution subject to permissive referendum, within ten days after the date of adoption of this resolution.

SECTION 15. If no petitions are filed in the permissive referendum period, the Village Clerk is hereby authorized and directed to publish this resolution, or a summary thereof, together with a notice in substantially the form provided by Section 81.00 of said Local Finance Law, in a newspaper having a general circulation in the Village and hereby designated as the official newspaper of the Village for such publication.

**Code Enforcement:**

Jason still needs to contact the new owner of the former Clawson property. On Barnum Street, Mr. McClain and his contractor seem to be having a dispute. The contractor called Jason and warned him to check certain things out. Jason issued permit Gary Welch for a new roof at N. Main Street. Ed Gates wants to install a new electrical service, he will be issued a permit tomorrow. There is an old issue out there from when Tony Longbucco was the code enforcement officer. Gary Welch never received a certificate of occupancy for his double wide when it was installed. He will ask the village attorney for her opinion.

The mayor asked about the house that the tree limb came down on, did it do much damage? Jason stated that there wasn't any structural damage so there wasn't anything he needed to do code wise.

**Street Department Report:**

Mr. Howard reported to Jay that there was an issue with the pedestrian bridge. Jason stated that when the snow was plowed it was pushed up against the wind wall. Jay took the lead, and got ahold of Kenny Thurston. They are researching who owns it, most likely the County will do the repairs, through shared services. One pier is completely broken off and the handrail wobbles. Jason put out cones and caution tape.

**Parks Department Report:**

Charlotte sent the information from our last meeting to Brittany Gibson about the signs the village wanted. Brittany has to take to her board. Nothing heard yet. There will be a meeting next week. Charlotte will call NYS DOT about signage on State Routes 414 and 79.

**Water Board Report:**

Nothing from the water board. Mr. Gates electric installation is the result of a feud between himself and the Barbers. Mr. Gates used to drain his field into the old railroad right of way. Mr. Barber owns it now and took out the drains. Mr. Gates needs to drain the fields, so he put in drain lines to go down Church Street to the village r.o.w. He laid a pipe culvert under Church Street and tied in to the ?? but he needs to pump the water because it doesn't flow fast enough. Mr. Barber still wants a pipe for a driveway on the railroad right of way.

**Planning Board:**

Nothing now, they meet a week from tomorrow. Would you like the planning board to look into the gazebo or pavilion in the park. The mayor responded, maybe after the budget is completed.

**Committee Reports:**

**FINANCIAL**

Budget – should set up some workshop dates at the next meeting

**STREET/PARKS:**

Some pretty good pot holes, after the weather breaks

ENVIRONMENTAL MANAGEMENT COUNCIL

None

COUNCIL OF GOVERNMENTS UPDATE:

None

LEGISLATIVE COMMITTEE:

None

**Board Concerns:**

The Town of Montour as well as the Village of Montour Falls are joining with the Village of Burdett in becoming members of MEGA. They would like to hold joint informational meeting at the Human Services Complex. That wouldn't be as convenient for the Village of Burdett residents. The mayor sent back an email suggesting they hold two meetings, one in Montour and one here. They have to advertise and we can help with that. Our newsletter would be a good opportunity. We could also use the sign out front and Haeefe TV channel 4. Maybe the Town of Hector would let us put a notice in the water bills for the village residents. Someone may need to go Hector to help stuff.

We should put out a newsletter around the middle of April. Think about what to put in it, a reminder about the 200 year anniversary coming up, the village rummage sale and dumpster day.

The mayor will continue to work with Chris Bond and keep you updated on the new fire house.

Trustee Jaynes will be on the search committee for a new village clerk/treasurer. An ad will be placed in the Watkins Review and the Hi-Lites. Applicants should submit their application along with a resume. The ad could be placed on the Odessa File and Haeefe TV channel 4. The ad will run for two weeks and those interested can contact the mayor, Trustee Jaynes and the clerk. Application will be on April 3<sup>rd</sup>.

**Presentation of Bills:**

A motion was made by Trustee Mangus to approve payment of the general fund bills in the amount of \$803.19. Trustee Arcangeli seconded the motion. All were in favor.

A motion was made by Trustee Arcangeli to approve payment of the fire department bills in the amount of \$6,274.40. Trustee Jaynes seconded the motion. All were in favor.

Voucher #'s 214-221.

**Correspondence:**

Finger Lakes Wine Business Coalition – LP storage letter

Historical society newsletter

PERMA – change in administration

NYCOM – annual meeting

MEGA has given the village a fixed price rate for 32 months rate and the village saved almost 10 cents per kilowatt.

The Old Post Office property is ongoing, back and forth with Attorney McDivitt. Attorney Miller is out of her office but should back on the 14<sup>th</sup>.

**Executive Session**

None

**Adjournment:**

There being no further business, Trustee Mangus made a motion to adjourn. The motion was seconded by Trustee Arcangeli. All were in favor, meeting adjourned at 8:22 pm.

Respectfully submitted,  
Naomi C. Kingsley  
Village Clerk

**April 3, 2017**

**The Regular Meeting of the Board of Trustees of the Village of Burdett was held at the Village Hall. Mayor Dale Walter called the meeting to order at 7:00 pm. Present were Trustees: Laurence Jaynes, Linda Arcangeli and Judith Mangus. Also in attendance was: Fire Chief and Code Enforcement Officer Jason Kelly, Planning Board Chair Charlotte Jaynes, Village Attorney Connie Fern Miller and Village Clerk-Treasurer Naomi C. Kingsley.**

**Bid Opening Mowing:**

Three bids received – Gizmo Mowing, Bumpy’s Lawn Care and

Gizmo - \$3200.00 for the season, the same as in 2009, additional work at \$30.00/hr.

Perfect Cut Landscaping Randy Thorpe - \$130.00 per cut, once week as needed (\$3380.00)

Bumpy’s Lawn Care - \$3510.00 figured 26 mows, \$135.00 per mow

Trustee Jaynes stated as far as he is concerned there is only one legitimate bid. Only one company followed the bid specs. Trustee Jaynes made a motion to hire Gizmo Mowing. Trustee Arcangeli seconded the motion. All were in favor. Richard Swinnerton from Gizmo Mowing spoke, he had mowed for the village for 7 years up until last year and he is glad to be back this year. He thanked the village for the opportunity.

**Public Concerns:**

Lee Howard had a question, do the mowers, mow the village green. The mayor responded “yes”. Mr. Howard asked if there was any chance we could get some picnic tables there and get the creek cleaned up. Trustee Arcangeli responded that the picnic tables seem to end up in the creek. It adds to the expense to have to anchor them.

Sharon Hunt had a few items for discussion. First, leaves, other towns come around and pick up the leaves. She has no place to put them, you can’t burn them too many and she has too many to take to the strawberry patch. She gets a lot of leaves from the ball park. The mayor responded that the board can look into it when they do the budget. Second, the Burdett Bash, will the village advertise or should she. The mayor told her it would be in the newsletter. Third, there are a few new residents in the village; does anyone know who they are? The Clerk had a request for taxes for a closing tomorrow at 3869 Main Street but no word of who is taking over. Any other new residents? Fourth, the flower barrels, has it been decided where anyone is getting the flowers and who is planting and caring for them. The mayor again responded that it has to wait until budget discussions. The village may get some help from a subcommittee of the chamber.

Martha Evans Came to show her continued interest in being a board member. Sandra Gessford called her; she found some old letters and wanted to know where to put them? They thought about the Historical Society but heard that the Wednesday Afternoon Club will be storing things in the new fire house. Sharon Hunt stated that if they go to the Historical Society you can’t get them back, they become the property of the Historical Society Property. Marty will talk to them about keeping the letters here.

Daniel Campbell came just to listen.

**Approval of Minutes:**

Trustee Mangus made a motion to approve the March 20, 2017 meeting minutes. Trustee Arcangeli seconded the motion. All were in favor.

**Additions/Deletions to Agenda**

Mayor – discussion with Mega under board concerns

Attorney – update on old post office building under board concerns

**Department Head Reports:****Fire Department Report:**

## Alarms for March

03/03	Mutual Aid to Montour Falls on a house fire
03/04	Mutual Aid to Monterey on a house fire
03/07	Automatic alarm County Road 5
03/09	Grass fire Satterly Hill Road
03/16	Mutual Aid to Odessa on lifting assist
03/18	EMS call County Road 4
03/19	EMS call County Road 4
03/23	Lift assist Lake Ave.
03/23	EMS call State Route 79
03/37	EMS call South Hill Road

Tires B-T-5 went on. The Fire Company will give the village \$1,500-2,000 to go back against the cost of the tires. Hopefully Jason will have the funds at the next board meeting. They will take it out of their truck fund. He bought new diamond saw blade to put on K-12. It should cut all they need to cut. He purchased a second multigas detector. They need to go out every year to be recalibrated and the old one needed a sensor replaced and is not back yet. They have had to called mutual aid in past to double check the old one. The annual dinner dance is coming up April 29<sup>th</sup>. The may be looking to cook chicken for the senior class some time in May as a fund raiser for their all night party. The company will donate the charcoal and time to cook it. The senior class will purchase the chicken.

The Mayor has scheduled May 3<sup>rd</sup> from 6:30 to 8:00 for a public meeting on MEGA.

The mayor reported that two Fridays ago when we had all the rain, the catch basin on Church Street and the one near the Barnum Street Park had water bubbling out of both of them. The mayor cleaned some debris off the top of the grate but it didn't help much. When he lifted the grate he found more debris and a 4 foot log about 4 inches in diameter wedged in there. He called Jason but he was busy so he contacted Keith Caslin and with his help and a chain saw, they were able to clear out the drain. It is nice to be able call on members of the fire department for help with such things.

**Code Enforcement:**

Jason turned in \$80.00 in permit fees, \$40.00 for Barrett's two permits, \$20.00 for Welch's new roof and \$20.00 for solar panel installation at Bar Stables.

**Street Department Report:**

The village has solicited the help of the County to repair the pedestrian bridge, using county contract prices. When the weather settles we will work with the Town or the County on pothole repair. We will be working with Watkins Glen on a shared street sweeper again, hopefully before the bash. We have not received the snow plowing bill yet.

**Parks Department Report:**

Trustee Jaynes asked if the village wanted the park rolled, he can do it, he has a big roller.

**Water Board Report:**

Trustee Jaynes reported that there will be a meeting Wednesday but will not be able to attend. The mayor reported that Mr. Barber, who owns the old railroad right of way, is anxious to get the pipe in. He was told we will not put a driveway in. Sunday the mayor called Jeff Arcangeli but he is not interested or available to do it now. He went to Schamel's and they will meet there Wednesday at 4pm. The work will consist of just a pipe in the ground with 2 loads of dirt on it. The pipe will be in the ditch from his property line until almost the culvert. Schamels will make sure the grade is right. He cannot put a driveway in because the water line would be 20 feet below the surface and that is not allowed. The mayor is not sure when it will done.

**Planning Board:**

The meeting will be a week from this Thursday due to Charlotte's surgery. She received a call from DOT in Hornell regarding the signage request. They told her Burdett didn't warrant a sign. It is not a tourist attraction and not a heavily trafficked roadway. She responded that Hector has one and they only have one store. Valois has one and they don't even have a store. Charlotte listed all the businesses in Burdett and told him how displeased she was with the decision. He will get with his boss and get back to her. If nothing happens, she will get in touch with the Chamber of Commerce.

The Mayor reported that the FLCDC subcommittee will be holding a Main Street Boot Camp workshop on April 19<sup>th</sup> if anyone from planning board would like to attend, the village will cover the cost and will reimburse mileage and meal cost.

All planning board members attended the workshop and received a certificate which will meet their hourly training requirement.

**Committee Reports:**

**FINANCIAL**

The board needs to set a date to start budget workshops. Trustee Jaynes not be available on the 10<sup>th</sup>. How about the 11<sup>th</sup> or 12<sup>th</sup>? The clerk will leave copies on the table on Monday and the board will meet Tuesday the 11<sup>th</sup> at 6:30, the clerk need not attend. We will meet again on the 17<sup>th</sup> at 6:00 pm and see where we are at. The new clerk should be included in the budget talks. Trustee Jaynes and Mayor Walter will review the applications, 4 were received. They will meet Wednesday the 5<sup>th</sup> at 7pm.

**STREET/PARKS:**

None

**ENVIRONMENTAL MANAGEMENT COUNCIL**

None

**COUNCIL OF GOVERNMENTS UPDATE:**

Meet again the end of April

**LEGISLATIVE COMMITTEE:**

None

**Board Concerns:**

MEGA – the mayor is working with Louise Gava. The information session will be held Wednesday, May 3<sup>rd</sup> from 6:30 – 8:00pm. It will be on the sign out front and in the newsletter.

Attorney Miller gave a recap of the old Burdett Post Office matter. In June 2015 after a couple years of negotiations a contract was signed between the county, village and the Neira's. The Village went ahead and completed taking title of the property from the tax foreclosure. The Village was to pass the title on to Neira's. All that was done, papers were drafted and submitted to McDivitts office by the end of August. Everything stalled there. Finally because it was getting near the end of the year and after asking many times in December of 2015 the mayor came down and signed deed. Connie took it to the County and they signed the deed also and all the paperwork needed was delivered to McDivitts office and again nothing was done. According to the March 2016 tax roll, the village is now the owner of record of the property. The 2016-17 school tax bill came to village at full value, along with the county tax bill. The Neira's were entitled to have a reassessment to lower it to \$500.00. The village didn't pay the tax bill so rolled into the County tax bill. Nothing done still by McDivitt's office. His position was that the deed was not "accepted" even though all signed and delivered. The March 2017 tax roll is done now. Attorney McDivitt realized now that the assessment has not been lowered. Revision to the original contract were made to back track. The mayor and county signed the addendum and sent it to McDivitts office but it was not done before tax status date of March 2017 so a second addendum is needed. Attorney Miller was told that it was her responsibility to get the county to lower the assessment. She is not an attorney for the county it is not her issue. Trustee Jaynes made a motion to authorize the mayor to sign the second addendum. Trustee Mangus seconded the motion. All were in favor. The assessment will be lowered to \$500 retroactive to march 1<sup>st</sup>. The 2016 will be a small amount of school tax and town and county tax. The village will be stuck with the tax bills.

**Presentation of Bills:**

A motion was made by Trustee Jaynes to approve payment of the general fund bills in the amount of \$213.01. Trustee Mangus seconded the motion. All were in favor.

A motion was made by Trustee Mangus to approve payment of the fire department bills in the amount of \$4,893.96. Trustee Jaynes seconded the motion. All were in favor.

Voucher #'s 233-240.

**Correspondence:**

Schuyler County Public Health open house

NYCOM Boot Camp

Storm water

Greene County Bank - solicitation

**Executive Session**

None

April 5<sup>th</sup> is the end of the 30 day bond time limit. The second notice will be published in the paper. There is some other paperwork that needs to be submitted. April 13<sup>th</sup> meeting with Municipal Solutions to figure out where to go, kick off meeting.

John and Sharon were walking on Main Street and noticed the ditch and culverts at the south end of the village near Smith and Welch are getting quite overgrown. Where is the water going to go? That is a State Highway issue.

**Adjournment:**

There being no further business, Trustee Jaynes made a motion to adjourn. The motion was seconded by Trustee Arcangeli. All were in favor, meeting adjourned at 8:34 pm.

Respectfully submitted,  
Naomi C. Kingsley  
Village Clerk

**April 17, 2017**

**The Regular Meeting of the Board of Trustees of the Village of Burdett was held at the Village Hall. Mayor Dale Walter called the meeting to order at 7:00 pm. Present were Trustees: Laurence Jaynes, Linda Arcangeli and Judith Mangus. Also in attendance was: Village Attorney Connie Fern Miller and Village Clerk/Treasurer Naomi C. Kingsley.**

**Public Concerns:**

Mr. Howard attended the Schuyler County Planning Board meeting. There was discussion about the once proposed wine bottling set up for the Town of Dix Business Park and why it didn't come to be. There was also discussion on the Watkins Glen, Montour Falls Clean up hosted by SCOPED scheduled for Saturday April 22<sup>nd</sup>. According to what was presented the Burdett firemen are going to clean the streets in the village. A poster emailed from Judy Cherry mentions only Watkins Glen and Montour Falls and the CDC is furnishing the dumpsters and gloves for it. The Mayor responded and asked about Burdett and Odessa and received no response from Judy.

Mr. Howard walked couple days ago and noticed that someone had dumped some evergreens near the village green. The mayor responded that Marty Craver asked permission to place them there. DEC has given the village permission to place brush and leaves in that area. They will be pushed over the bank to break down. The village wants to fill the area in to eventually create a walk way.

**Approval of Minutes:**

Trustee Jaynes made a motion to accept the April 3, 2017 meeting minutes with correction. Trustee Mangus seconded the motion. All were in favor, motion carried.

**Additions/Deletions to Agenda**

Mayor had two items to be placed under board concerns – budget meetings and the appointment of the new Trustee and Village Clerk/Treasurer.

**Department Head Reports:**

**Fire Department Report:**

They are not cleaning the streets on the community clean-up day.

**Code Enforcement:**

None

**Street Department Report:**

Have not received the snow plowing bill yet, mayor will reach out to Jane Ike for it

**Parks Department Report:**

Mowed – looks nice, lots of activity on the basketball court

**Water Board Report:**

Trustee Jaynes received was unable to attend the meeting but received a copy of the agenda. He read off some of the highlights. Next meeting June 7<sup>th</sup>

**Planning Board:**

Meets tomorrow

**Committee Reports:**

**FINANCIAL**

Budget meetings, there will be a budget workshop on Wednesday, April 19<sup>th</sup> at 6:30, then in Monday the 24<sup>th</sup> at 5:30 with the clerk to plug the figures into the computer. A public hearing will be held on Monday, May 1<sup>st</sup> at 6:30.

**STREET/PARKS:**

The mayor asked if anyone knows who filled in the pot holes on the end of Church Street. Trustee Arcangeli stated that she called the Watkins Glen DOT office and they came and filled them in. The mayor thanked Trustee Arcangeli.

The mayor had reported at the last meeting that Schamel Bros Construction told him they would give him a couple days' notice before they do the work on the pipe and fill on Mr. Barber's property. UFPO has been called. From the white flags toward the east to the Gates Farm, you can see where the property line is and that is where the pipe will end. Mr. Barber will drop the pipe the night before the work to be done. Drop 3-4 feet from where the water goes into the ditch.

Ed Gates would like to put drainage in the field he purchased from Mayor Walter. He also wants to make a 40' driveway into the field because of the equipment they haul in and out of the field. The mayor will be putting in a pipe also which will leave approximately a 50-60' gap where Gates stops and he starts. With the boards permission he would like the village to purchase enough pipe to fill in the gap. It would make things safer and be cleaner looking. It will also help keep walkers off the road, give them a green space to walk in. The village will work with the town to clean the ditch and use it for fill on the pipe

**ENVIRONMENTAL MANAGEMENT COUNCIL**

None

**COUNCIL OF GOVERNMENTS UPDATE:**

Next meeting will be on the 25<sup>th</sup> or 26<sup>th</sup> of April at 7pm

**LEGISLATIVE COMMITTEE:**

None

**Board Concerns:**

Dumpster Day will be June 3<sup>rd</sup> at the pull off area. Trustee Jaynes can't be there, Trustee Arcangeli will call Jane Ike about working at the Burdett site.

There seem to be a lot of junk cars showing up in the village lately. If code enforcement goes after one, he will go after all of them.

The mayor would like to appoint Marty Evans as Trustee to fill the remaining term of Diane White. She will start at the May 1<sup>st</sup> meeting.

The mayor reported that 4 application were received for the clerk/treasurer positions. Two applicants were eliminated because they were not qualified. Two applicants were interviewed, Charlotte Jaynes and Lisa Snyder. The interview team consisted of Mr. Howard, Marty Evans, Trustee Jaynes and Mayor Walter. The mayor stated that it is tough when you know the people. He did some reference checking and then reached out to NYCOM and the village attorney about the appearance of impropriety since Charlotte is Trustee Jaynes wife and Trustee Mangus' sister.

The mayor would like to appoint Lisa Snyder as the new village clerk/treasurer. Discussion ensued. A vote for Lisa Snyder was taken as follows: Trustee Jaynes – nay, Trustee Arcangeli – nay and Trustee Mangus – nay. More discussion regarding the other applicant for village Clerk-Treasurer. Attorney Miller stated that there is nothing illegal in having family members make up the board, it does give an appearance of impropriety. The mayor brought to the board Charlotte Jaynes for clerk. A roll call vote was taken as follows: Trustee Jaynes – abstain, Trustee Arcangeli – yes, Trustee Mangus – abstain. Charlotte Jaynes will take effect as village clerk/treasurer May 1<sup>st</sup>.

**Presentation of Bills:**

A motion was made by Trustee Jaynes and seconded by Trustee Mangus approving payment of the general fund bills in the amount of \$27,015.66.

A motion was made by Trustee Arcangeli and seconded by Trustee Mangus approving payment of the fire department bills in the amount of \$2,197.16.

Voucher #'s 243-252.

**Correspondence:**

None

**Executive Session**

None

**Adjournment:**

There being no further business, Trustee Mangus made a motion to adjourn. The motion was seconded by Trustee Arcangeli. All were in favor, meeting adjourned at 8:03 pm.

Respectfully submitted,

Naomi C. Kingsley  
Village Clerk

**May 1, 2017**

**The Regular Meeting of the Board of Trustees of the Village of Burdett was held at the Village Hall. Mayor Dale Walter called the meeting to order at 7:00 pm. Present were Trustees: Laurence Jaynes, Linda Arcangeli and Judith Mangus. Also in attendance was: Fire Chief and Code Enforcement Officer Jason Kelly, Planning Board Chair Charlotte Jaynes, Village Attorney Connie Fern Miller and Village Clerk-Treasurer Naomi C. Kingsley.**

**Public Hearing:**

Public hearing on 2017-18 Village Budget opened at 6:30 pm, no public present.

**Swearing in:**

Martha Evans was sworn in as trustee to fill the seat vacated by Diane White effective immediately. Charlotte Jaynes was sworn in as the new Village Clerk/Treasurer and she will shadow clerk Kingsley for the month of May.

Since this meeting is so early in the month Trustee Jaynes made a motion to authorize clerk Kingsley to pay any regular bills that come in and may be due before the next regular meeting. Trustee Arcangeli seconded the motion. All were in favor.

**Public Concerns:**

Mr. Howard is here just to listen. Daniel Campbell also just listening.

**Approval of Minutes:**

Trustee Jaynes made a motion to accept the April 17, 2017 meeting minutes as written. Trustee Mangus seconded the motion. All were in favor.

**Additions/Deletions to Agenda**

Mayor added under board concerns Barnum Street and ball field and under Council of Governments – Schuyler County Shared Services Panel.

**Department Head Reports:**

**Fire Department Report:**

Alarms for April

04/01	EMS call State Route 227
04/08	EMS call Potomac Road
04/08	EMS call Shumway Road
04/09	EMS call Shumway Road
04/13	EMS call Lake Street
04/14	Automatic alarm mutual aid to Hector
04/19	MVA Tuttle Road
04/23	EMS call State Route 227
04/26	Mutual aid to Hector on a brush fire
04/27	Assist public State Route 227
04/28	Automatic fire alarm Chase Road
04/30	EMS call S. Main Street

Everything is going well with the new building project. We have received drawings for the septic system and the estimated cost is under the bidding threshold so the committee will be soliciting local contractors for a pre-construction meeting to look over the drawings. We should go to bid in June or July. Schuyler County Watershed needs a payment of \$300 to approve the drawings before we can move forward. The drawings call for a pump station on corner of the property and then it runs out back to the field. The new fire house can be used as an emergency station due to this design. There will be a holding tank run off an emergency generator at certain times and will have a 3 day capacity. The backup generator will power the whole building with complete power. The specification call for a propane generator but due to the size needed it may be changed to a diesel one instead. It is proving hard to find a propane one for the size required and it cost about 3 times that of a diesel one. It would use off road diesel and the tank will be located with the propane tanks. There will still be propane to run the grills. If anyone knows of a contractor that should be invited, let the mayor or Jason know at the next meeting please.

**Code Enforcement:**

Jason reported that Mr. Craver on N. Main was issued a permit to remodel inside the house. He plans to gut the inside. Other permits issued were to Rodabaugh for a roof and Steinruck for a porch addition to a trailer in the trailer park. The gentleman on Factory Street will call when he is there, he has been issued a stop work until Jason can see what is going on. Jason received a complaint for a property on Church Street. He will be checking on it and will advise the board more later. The permit money will be turned in to the clerk next Monday. Jason spoke to Kenny about Silverline fixing the bridge rail. Silverline is busy right now but Mr. Kelly will give him a date, probably for the end of May. Jason also asked if Silverline would be interested in bidding on installation of the septic system. They are too busy right now but that may change. Jason reported that they will set up for the public meeting Wednesday one head table and about 25-30 chairs. The meeting will run from 6:30-8:00 pm.

**Street Department Report:**

The mayor talked to Randy Rapple, superintended of the Hector highway crew about work to be done in village. Items include the drain pipe on Main Street Extension from last year, ditch cleaning, and new ditch pipe installation. He needs to run it past Alvin White, more to come.

**Parks Department Report:**

The mayor spoke to Run-Rite Construction who sealed the basketball court two years ago. He asked for a price to seal it again and possibly the parking area by the baseball field.

**Water Board Report:**

None

**Planning Board:**

Charlotte received a call from the company with the flags and told him she would get back to him after the budget was approved. No call back from the man with NYS DOT in Hornell on signage. Jan Arcangeli emailed Charlotte a count of cars going through the village daily, 38-4200. The planning board will meet a week from tomorrow.

The mayor returned to the public hearing on the 2017-18 budget. As everyone knows the board passed a local law to override the tax cap if needed but we did not need to. The payment for the new fire house in the amount of \$15,000.00 was added. The board looked at salaries and reduced those for mayor, trustees, deputy mayor and clerk-treasurer. They reduced some other lines and removed some lines that were not needed such as the funds set aside for a possible village dissolution and for the wastewater study. Once the regional plant is operable the village will readdress the wastewater study. The board added in funds for flags for the village and power for Christmas decorations and audit fees. The tax increase is 15 cents per thousand which is a very modest increase. Trustee Jaynes wanted it know that the village board took a reduction in salary to do this. Mr. Howard thought the village board did a good job with the budget. Trustee Mangus made a motion to approve the 2017-18 village budget. Trustee Evans seconded the motion. A roll call vote was taken as follows: Trustee Jaynes – aye, Trustee Evans – aye, Trustee Arcangeli – aye and Trustee Mangus – aye. Motion carried unanimously.

The planning board will be notified that the board approved \$5000 for the purchase of flags/banners and another \$5000 for Christmas lights. The mayor will contact JAC Contracting to get a firmer price and hopefully schedule the work to be done. Public hearing closed at 7:36 pm.

**Committee Reports:**

**FINANCIAL**

None

**STREET/PARKS:**

None

**ENVIRONMENTAL MANAGEMENT COUNCIL**

None

**COUNCIL OF GOVERNMENTS UPDATE:**

The mayor reported that the State of New York has issued a mandate that each county come up with Shared Services Panel. The Schuylar County Council of Governments filled that requirement. They will start meeting once a month and Tim O’Hearn will report to Albany a list of things currently happening. What has been done already won’t count towards the new requirements but they can build upon them for the new requirements. If anyone has any ideas for the shared panel to add or anything they are strongly opposed to, please let the mayor know.

**LEGISLATIVE COMMITTEE:**

None

**Board Concerns:**

A couple residents on Church Street came forward with a complaint and Jason is investigating. There have been some suspicious activities going on on Barnum Street. A home was broken into and some expensive camera equipment was taken. Several other break-ins have occurred over the past year or so.

The mayor has received several inquiries as to what the village will do with the current fire house once the new one is built. It is unknown at this time. There will be room for a baseball and soccer field at the new site. Maybe even room for a pavilion.

### Annual mayoral appointments

The Mayor, by virtue of his office, is a member of all commissions and committees.

Official Year: June 2017 to May 2018

Deputy Mayor .....	Linda Arcangeli
Clerk/Treasurer .....	Charlotte Jaynes
Village Attorney .....	Connie Fern Miller
Street Commissioners .....	Laurence Jaynes, Dale Walter
Town of Hector Water Board.....	Laurence Jaynes
Fire Commissioners .....	Dale Walter, Marty Evans
Youth Commissioners.....	Marty Evans, Linda Arcangeli
Park Commissioner.....	Marty Evans
Legislation Committee .....	Dale Walter
.....	Judy Mangus
.....	Marty Evans
Village Code Enforcement Officer .....	Jason Kelly
Village Planning Board .....	Lee Howard -Chair-5/19
.....	Charlotte Jaynes Recording Secretary
.....	Lori Asperschlager - 5/23
.....	Dan Campbell- 5/22
.....	Janice Arcangeli -5/21
.....	Michelle Clark- 5/24
.....	John Hunt- 5/18
.....	Vacant - 5/20
Village Welcome Committee.....	Sharon Hunt
.....	Connie Ball
Schuyler County Environmental Council.....	Richard Evans
Schuyler County Planning Commission.....	Lee Howard
Health Officer .....	Dr. Winkler, M.D.
Consolidated Board of Health.....	Dr. Winkler, MD, Dale Walter,
.....	Alvin White, Kathy Henry
Registrar of Vital Statistics .....	Charlotte Jaynes
Village Historian.....	Lee Howard
Issuing Agent permits, licenses etc. ....	Village Clerk, Mayor
Official Newspaper .....	Watkins Review & Express
Official Bank .....	Chemung Canal Trust

Flowers should be in the pots by Memorial Day

**Presentation of Bills:**

A motion was made by Trustee Jaynes to approve payment of the general fund bills in the amount of \$9,808.32. Trustee Arcangeli seconded the motion. All were in favor.

A motion was made by Trustee Arcangeli to approve payment of the fire department bills in the amount of \$2872.29. Trustee Mangus seconded the motion. All were in favor.

Voucher #'s 253-267.

**Correspondence:**

None

**Executive Session**

None

**Adjournment:**

There being no further business, Trustee Jaynes made a motion to adjourn. The motion was seconded by Trustee Arcangeli. All were in favor, meeting adjourned at 8:15 pm.

May 1, 2017

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Respectfully submitted,  
Naomi C. Kingsley  
Village Clerk

**May 15, 2017**

**The Regular Meeting of the Board of Trustees of the Village of Burdett was held at the Village Hall. Mayor Dale Walter called the meeting to order at 7:00 pm. Present were Trustees: Laurence Jaynes, Martha Evans, Linda Arcangeli and Judith Mangus. Also in attendance was: Attorney Connie Fern Miller and Village Clerk/Treasurers Naomi C. Kingsley and Charlotte M. Jaynes.**

**Public Concerns:**

Lee Howard asked if the board could send a letter to his neighbor asking him to mow his lawn. It hasn't been mowed yet this year. The mayor stated that it is an issue for the Code Enforcement Officer and he will have Jason send a letter.

Mr. Howard also stated that he had been going through some old Burdett Gazettes and the King Crimson Maple was elected the logo of the Village of Burdett. They were planted in the Village Green.

**Approval of Minutes:**

Trustee Arcangeli made a motion to accept the May 15, 2017 meeting minutes. Trustee Evans seconded the motion. All were in favor, motion carried.

**Additions/Deletions to Agenda**

Mayor – financial - transferring of funds

Burdett bash, Memorial Day and Dumpster Day

Judy – board concerns

**Department Head Reports:**

**Fire Department Report:**

None

**Code Enforcement:**

None

**Street Department Report:**

Trustee Arcangeli reported that the ditch is full to overflowing at the old Arnold house on Willow Street. The driveway pipe may be plugged, who is responsible?

Trustee Evans reported that her street is dark, the streetlights are out. The lawn across street from her hasn't been mowed either.

The mayor met with Mr. Barber and Schamels about the drain pipe Mr. Barber wants installed in the old railroad right of way. He has about 40 feet of pipe. It should be done this week or next week.

**Parks Department Report:**

None

**Water Board Report:**

None

**Planning Board:**

Mr. Howard attended the County Planning Board and brought back the Town of Reading draft land use plan to give to the board to review if they like. The Kayak Launch project is being backed off until fall due to a problem with DEC and wetlands and the building of a bridge.

SCOPED grants have to be in by the end of July, is there any more we can get for fire station? The mayor responded that we are already in the loop.

There wasn't a quorum at the Burdett planning board meeting but they wanted to thank the village board for getting the money for banners and Christmas decorations.

The mayor read an article in paper by Glenda Gephart about the printing of a guide to planning in Schuyler County. It was a pretty expensive document \$20-30,000.00. Our grant dollars in motion.

Trustee Jaynes reported that there is a residence in the village with a build up of garbage. A back room is full so that a person can't get out the back door and there is a dump truck loaded with garbage also. The mayor stated is we start on one we need to do all.

The mayor reported that Val and Jerry Carocci made a complaint to Jason regarding garbage also.

Attorney Miller stated that the board can concentrate on one item at a time, it doesn't matter how many others might get away with it and it is best to have a complaint in writing but it doesn't have to be. If anyone can get a letter to give to Jason that would help.

**Committee Reports:**

**FINANCIAL**

Trustee Arcangeli made a motion to authorize the village clerk to make any budget transfers needed for the end of the fiscal year. Trustee Jaynes seconded the motion. A roll call vote was taken as follows: Trustee Jaynes – aye, Trustee Evans – aye, Trustee Arcangeli – aye and Trustee Mangus – aye. Motion carried.

**STREET/PARKS:**

None

**ENVIRONMENTAL MANAGEMENT COUNCIL**

None

**COUNCIL OF GOVERNMENTS UPDATE:**

The council will meet May 24<sup>th</sup> because of the Shared Services Panel. They have been mandated to get their plan to the state. The mayor put the Watkins Glen Summer Recreation Program on the list as something that should become a shared service. Other municipalities aren't supporting the program very much.

**LEGISLATIVE COMMITTEE:**

None

**Board Concerns:**

Trustee Mangus asked if the board could go to just on meeting a month for the months of July and August, unless something comes up that requires a second meeting. Trustee Jaynes seconded the motion. A roll call vote was taken as follows: Trustee Jaynes – aye, Trustee Evans – aye, Trustee Arcangeli – aye and Trustee Mangus – aye. The meetings will be held the first Monday of the month.

The mayor reminded the board about the Burdett Bash May 27<sup>th</sup>. The clerk is to put an ad in the Hi-Lites. A quarter page ad should be good. The event runs sunrise to sunset. The Wednesday Afternoon Club will be holding a bake sale at the fire house. The Burdett Presbyterian Church will hold a raffle for gift baskets and the Methodist Church will have a Chicken BBQ.

Charlotte stated that the gentleman from NYS DOT that she spoke to regarding signs has not returned her call. She gave the person who answered all the new information she had. Trustee Evans offered to call our local representatives.

The mayor stated that the board has received invitation from the Burdett Presbyterian Church to attend a Memorial Day observance at 11:00 am Sunday, May 28<sup>th</sup> to be held in the cemetery, weather permitting, inside if weather not permitting.

The village has received flyers from the Town of Hector regarding Dumpster Day which will be held June 3, 2017. Please spread the word and encourage residents to clean up their properties. Last year they collected 62.38 tons (15 containers) of non-metal items costing \$6,751.86, a scrap metal credit of \$1,188.60 (18.38 tons), a credit for batteries of \$19.70, disposed of 5,117 pounds (10 pallets) of electronics costing \$1,028.09. Total disposal cost was \$6,571.65. Donations of \$1,800.18 were collected to help offset costs. Ad and flyers cost approximately \$486.88. Approximately 35 volunteers staffed 4 sites.

**Presentation of Bills:**

A motion was made by Trustee Jaynes and seconded by Trustee Mangus approving payment of the general fund bills in the amount of \$3,406.51.

A motion was made by Trustee Mangus and seconded by Trustee Arcangeli approving payment of the fire department bills in the amount of \$2,021.52.

Voucher #'s 261-272.

**Correspondence:**

None

**Executive Session**

None

**Adjournment:**

There being no further business, Trustee Arcangeli made a motion to adjourn. The motion was seconded by Trustee Evans. All were in favor, meeting adjourned at 7:56 pm.

Respectfully submitted,

Naomi C. Kingsley  
Village Clerk

**June 19th, 2017**

**The Regular Meeting of the Board of Trustees of the Village of Burdett was held at the Village Hall. Mayor Dale Walter called the meeting to order at 7:00 pm. Present were Trustees: Laurence Jaynes, Martha Evans, Linda Arcangeli and Judith Mangus. Also in attendance was: Village Clerk/Treasurer Charlotte M. Jaynes.**

**Public Concerns:**

None

**Approval of Minutes: Trustee Jaynes made a motion to approve with corrections second by Trustee Evans motion passed**

**Additions/Deletions to Agenda**

**Village Access Plan**

**EMC questions**

**Department Head Reports:**

**Fire Department Report:**

None

**Code Enforcement:**

Val Carocci asked that the garbage behind the house next to the Pres. Church be looked into. The code officer is on top of this.

**Street Department Report:**

Mr. Barber's pipe has been installed on Church Street. We have 36 flags coming, 10 Eagles and 26

Flowers. Mr. Scaptura will be putting them up before July 4<sup>th</sup> at a cost of \$15 per flag.

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**Parks Department Report:**

Trustee Evans received all the rules and regulations from Watkins. Montour stated they do not have rules nor regulations. Mayor Walter will check with Mr. King when they meet. Trustee Evans stated that the softball field has been grandfather in for recreational purposes for the village. Trustee Evans would like to see it be used for events such as family outings etc.

**Water Board Report:**

None

**Planning Board:**

**None meeting was cancelled**

**Committee Reports:**

FINANCIAL

**STREET/PARKS:**

**ENVIRONMENTAL MANAGEMENT COUNCIL**

Trustee Evans was wondering what resources we have here that we want to protect. Trustee Evans also raised the question if we have issues with sewers. Our Comprehensive Plan is a great resource for these issues such as natural resources, historic places and sites etc.

**COUNCIL OF GOVERNMENTS UPDATE:**

Meeting coming up

**LEGISLATIVE COMMITTEE:**

None

**Board Concerns:**

Village of Burdett Language Access Plan was reviewed and its contents. Trustee Evans made the motion to adopt a Language Action Plan in accordance with Executive Order 13166. Seconded by Trustee Arcangeli. Roll Call Trustee Jaynes – yes, Trustee Evans yes, Trustee Arcangeli yes, Trustee Mangus yes.

Mayor Walter discussed the Raised Bed Sewer System Plan.

**Presentation of Bills:**

Motion to accept Fire Department: Bills Trustee Arcangeli: second by Trustee Mangus,  
Motion to accept General Bills: Motion made by Trustee Evans and second by Trustee Mangus.

**Correspondence:**

None

**Executive Session**

None

**Adjournment:**

Trustee Arcangeli made motion to adjourn Trustee Mangus seconded

Respectfully submitted,

Charlotte Jaynes  
Village Clerk

**July 3rd, 2017**

**The Regular Meeting of the Board of Trustees of the Village of Burdett was held at the Village Hall. Mayor Dale Walter called the meeting to order at 7:00 pm. Present were Trustees: Laurence Jaynes, Martha Evans, Linda Arcangeli and Judith Mangus. Also in attendance was: Village Clerk/Treasurer Charlotte M. Jaynes, Dick Evans and code officer Jason Kelly**

**Public Concerns:**

None

**Approval of Minutes: Trustee Jaynes made a motion to approve with corrections second by Trustee Arcangeli motion passed**

**Additions/Deletions to Agenda**

Village Access Plan

EMC questions

Parks

Codes

**Department Head Reports:**

**Fire Department Report:**

6/2/17 Wires Down on St Rte. 414

6/3/17 Motorcycle accident Lake Ave

6/5/17 EMS Call County Rd #5

6/5/17 Mutual Aid to Watkins Glen on flooding

6/5/17 EMS Call on County #5

6/7/17 EMS Call State Rte. 414

6/9/17EMS Call Willow Street

6/12/17 Mutual Aid to Hector on Mathews Road

6/15/17 Mutual Aid to Hector on Wires Down

6/15/17 EMS Call Auble Road

6/17/17 Mutual Aid Standby at Watkins Glen

6/18/17 Tree into Wires State Rte. 227

6/19/17 MVA State Rte. 227

6/21/17 EMS Call Jolly Road

6/22/17 Tractor Fire Coats Road

6/29/17 EMS Call State Route 79

The Fire Chief reported that the trucks were repaired (oil change, tires rotated etc.) The golf tournament in August is fast approaching. There were new roads named, Three Oaks off Rte. 79, top of south hill has a new road but he was not sure of the name. We went out for bid for the raised sewer bed. We may need to do a quick meeting July 17<sup>th</sup> to award the bids. Mayor Walter reported on his last Wednesday conference call for USDA loan and when we will have the final information submitted and the funds awarded. Everything we have submitted has passed the local people. We received a letter from the USDA architect and was told that they approved our drawings. She has authorized us to go out for bid. Mayor Walter read a letter from

Jeremy Alderman requested information on a fire call responding to Crestwood on June 17, 2017. It was so noted that the Burdett Fire Department was on mutual aid stand by only at Watkins Glen.

\$40 for permits was received from the code officer, Cravens (old Bales property and Steinruck at Arcangeli trailer park).

**Code Enforcement:**

Jason Kelly went to Bath and talk to a lady on the asbestos at Smoke and Bones. Jason Kelly went through a series of questions and satisfied their concerns for the asbestos at Smoke and Bones Restaurant. With his responses nothing more needs to be done.

The Fausel property has the garbage being picked up.

Mayor Walter asked if an individual has a pond in their back year does it need a fence. If a person is putting up a privacy fence does it have to be a certain height, Jason reported there is no height but posts need to be in the ground 42". Jason reported that as long as there is no zoning it just needs to be built to code. We received another complaint on Mr. and Mrs. Bond's TV Cable going across the sidewalk and tree branches hanging over the sidewalk. Jason would like to have any questions that individuals have in regards to codes brought to his attention and he will take care of contacting the person making the complaint. He requested that the board does not answer them as he knows the codes and would rather handle it himself. It is his job to handle any and all complaints and to make sure that codes are not being broken. Linda brought a complaint to the board on junk cars on Main Street and junk in a barn. Mayor Walter went on record to say that the TV cord does not belong across the sidewalk. Trustee Jaynes made a motion to inforce the NYS building code on mowing laws. Motioned seconded by Trustee Evans, Roll Call Trustee Jaynes – Yes – Trustee Evans – Yes – Trustee Arcangeli – Yes – Trustee Mangus – Yes.

**Street Department Report:**

Trustee Evans reported that the Dandy is flooding when it rains when you enter from the village end. Dandy is working with the NYS highway to rectify this. Trustee Evans was wondering if the Village can encourage the highway to fix the issue. Trustee Evans reported that something was put on the corner of Church Street but does not now who owns the property the object was put on. She would like to clean it up, she needs to talk to Matt or Dave Louche to see if he minds if she cleans it up.

**Parks Department Report:**

Dick Evans reported that during the process of doing the comprehensive plan they would like to have some landscaping done. It was suggested that we contact Cooperative Extension. It was suggested that we look into have students that are in the architect landscaping program help do that work.

Mayor Walter will asked John King about Montour's rules for parks and he will look into what they have and get back to him.

**Water Board Report:**

None

**Planning Board:**

Next meeting July 11th.

**Committee Reports:**

FINANCIAL

STREET/PARKS:

ENVIRONMENTAL MANAGEMENT COUNCIL:

Mayor Walter reported that he reviewed the Comprehensive Plan and noticed one thing that he would like see the EMC work with Villages and see how we manage the small (hobby farmer) that have just a few animals in a Village and do not have enough land to accommodate them. The Mayor would like have some guidance on what other Villages do to rectify this issue. Dick Evans will take this back to the EMC. Trustee Evans would like to have them revisit the sewer project for the village. Dick Evans wanted to know if we had any questions on the creek along the firehouse and the village green. Mayor Walter talked about the project to build a bridge across the village green extending across the creek and connect to the horseshoe pits. Trustee Jaynes was wondering if we still mow from the village green down to the creek.

COUNCIL OF GOVERNMENTS UPDATE:

Next meeting for shared services panel meets on July 19<sup>th</sup>.

LEGISLATIVE COMMITTEE:

None

**Board Concerns:**

None

**Presentation of Bills:**

Trustee Jaynes made a motion to accept bills and Seconded by Trustee Mangus Motioned passed.

**Correspondence:**

Schuyler County Attorney office in regards to a legal secretary position that is currently open in Schuyler County. We received a newsletter form the controller's office. We received a letter from NYCOM .

**Executive Session**

**Adjournment:**

Motion to adjourn made my Trustee Arcangeli seconded by Trustee Mangus. Meeting adjourned at 8:40pm.

Respectfully submitted,

Charlotte Jaynes  
Village Clerk

**August 21th, 2017**

**The Regular Meeting of the Board of Trustees of the Village of Burdett was held at the Village Hall. Mayor Dale Walter called the meeting to order at 7:00 pm. Present were Trustees: Laurence Jaynes, Linda Arcangeli and Judith Mangus. Also in attendance was: Village Clerk/Treasurer Charlotte M. Jaynes and code officer Jason Kelly**

Absent Martha Evans

**Public Concerns:**

None

**Approval of Minutes: Motion made by Larry Jaynes second by Judy Mangus motion passed**

**Additions/Deletions to Agenda**

USDA Fire Department

**Department Head Reports:**

**Fire Department Report:**

Service has not started on trucks as of yet. One firefighter was bitten by a bat. It was reported to Public Health. The firefighter went to the ER and received treatment. July was a very busy month for calls.

Calls for July

7/2 EMS call North Falls Rd.

7/8 EMS call Main Street

7/9 EMS call South Hill Rd.

7/10 Motorcycle Accident Satterley Hill Rd.

7/12 CO2 Detector Activation Dolphsburg Rd.

7/13 Mutual Aid to Watkins on Life Assist.

7/13 Life Assist State Route 414

7/14 Assist moving patient into car State Rte. 414.

7/17 EMS County Road #5

7/17 Automatic Alarm Chase Road

7/17 Flooded Road State Rte. 414.

7/17 Mutual Aid to Watkins on Trailer Fire

7/18 Dump truck fire town of Hector State Rte. 227

7/20 Trees down State Rte. 414

7/23 MVA Satterley Hill Rd.

7/25 Service call Willow St.

7/25 Service call State Rte. 227

7/26 MVA State Rte. 414

7/27 Mutual aid to Watkins Detector Activation

7/28 Mutual Aid to Watkins in State Park

Dale read a letter from the USDA updated us about the grant and that our original grant of \$50,000 was increased to \$211,000 make the loan not to exceed \$2,669.00. We will be adopting a resolution for the loan.

Motion to adopt the resolution was made by Larry second by Linda. Roll Call: Larry Jaynes – Yes, Linda Arcangeli – Yes, Judy Mangus – Yes, absent was Martha Evans. Motion passed.

**Code Enforcement:**

Codes are going good. Everyone is complying with the codes. Barnum Street project is complete.  
The Peters are going to overrun their permit a little, however everything is up to code.

**Street Department Report:**

None

**Parks Department Report:**

None

**Water Board Report:**

Larry reported that the Water Board is doing a study and they have to do a third well. They are planning another run going down Birge Road. County road 9 would like to have a line run to help clear up their sulfur.

**Planning Board:**

Three flags are missing; it seems to be the Eagle Flags.

**Community Choice**

Motion made by Larry Jaynes to hold the public meeting on 9/18 second by Judy Mangus. Motion passed.

**Committee Reports:**

**FINANCIAL**

Freed Maxick are still working on the audit. Charlotte has sent them all reports that have requested.

**STREET/PARKS:** None

**ENVIRONMENTAL MANAGEMENT COUNCIL:** None

**COUNCIL OF GOVERNMENTS UPDATE:**

Shared Service report was passed out for the board to read. Connie Vern Miller was questioning the issue of re-leverage the taxes into the county.

**LEGISLATIVE COMMITTEE:**

None

**Board Concerns:**

**Presentation of Bills:**

Motion made for presentation of bill made by Larry Jaynes second by Judy Mangus, motion passed.

**Correspondence:**

**Executive Session**

None

**Adjournment:** 8:00 Meeting adjourned

Respectfully submitted,

Charlotte Jaynes  
Village Clerk

**September 5th, 2017**

**The Regular Meeting of the Board of Trustees of the Village of Burdett was held at the Village Hall. Mayor Dale Walter called the meeting to order at 7:00 pm. Present were Trustees: Laurence Jaynes, Martha Evans, Linda Arcangeli and Judith Mangus. Also in attendance was: Village Clerk/Treasurer Charlotte M. Jaynes.**

**Public Concerns:**

**NO MINUTES DUE TO NO QUARUM**

**Approval of Minutes**

**Additions/Deletions to Agenda**

**Department Head Reports:**

**Fire Department Report:**

**Code Enforcement:**

**Street Department Report:**

**Parks Department Report:**

**Water Board Report:**

**Planning Board:**

**Committee Reports:**

**STREET/PARKS:**

**ENVIRONMENTAL MANAGEMENT COUNCIL**

**COUNCIL OF GOVERNMENTS UPDATE:**

LEGISLATIVE COMMITTEE:

**Board Concerns:**

**Presentation of Bills:**

**Correspondence:**

**Executive Session**

**Adjournment:**

Respectfully submitted,

Charlotte Jaynes  
Village Clerk

VILLAGE OF BURDETT  
BURDETT, NEW YORK  
14818

Monday, September 18th, 2017 Board Meeting at 7:00 pm

Agenda:

- Public Be Heard
- Mayor called public meeting to order at 7:00pm no public comments given
- Motion to adopt Local Law #2 2017 made by Trustee Arcangeli and second by Trustee Evans =Jaynes yes, Mangus yes, Jaynes yes. Motion pass to accept the Local Law #2. Public Meeting closed at 7:15pm
- There being no quorum for the 9/5/17 meeting there were no minutes
- Approval of the August 21th, 2017 minutes :Correction there is only two flags missing motion to accept by Trustee Jaynes second by Trustee Arcangeli motioned passed
- Additions to/deletions from the agenda
- 1. Williamson Law: Motion to purchase made by trustee Evans, second by trustee Arcangeli, Roll call trustee Jaynes yes, trustee Mangus yes, trustee Evans yes, trustee Arcangeli yes. Yes votes 4 no's 0 motion passed
- 2. Mega: Public Meeting closed at 7:30pm no one from the public attended.
- Department Head Reports
  - **Fire Department** : Received letter from USDS for \$3,000,000, We purchased a \$3,000,000insurance policy which was done and voucher paid for \$500. All forms are done and submitted and now the USA council needs to review the forms and approve. Nothing has happened on the septic bids as of yet. The checking account is set up with a transfer of \$120,000 transfered into the account. Jason and officers are meeting tomorrow night for budget and will meet with the Town of Hector the following night.
  - **Code Enforcement:** Mayor Walter reported that the Rafferty has all their permits in place.
  - **Street Department:** Linda would like to have some of the side streets painted with the center yellow lines.
  - **Parks Department:** Trustees will meet with Woodtech to get prices for a building for the playground
  - **Waterboard:** They meet with Chatfield Thursday at 1:00 to discuss the

new extension and the third well. The new extension will be down along the lake.

- **Planning Board:** none will meet the second Tuesday of October.
- Committee Reports
  - Financial:** None
  - Street:** The Chips notice from DOT is filled out and will be mailed out 9/19/17
- **Council of Governments:** Will resume next month
- **Legislative :**None
- **Board Concerns:** None
- **Presentation of Bills:** motion to pay made by Trustee Jaynes second by Trustee Mangus all in favor, Motion to pay Fire Department bills made by Trustee Mangus and second by Trustee Evans
- **Correspondence:** Letter from Griffith on Fire Department discount
- **Executive Session** (if needed) none needed
- **Adjournment:** Motion to adjourn made by Trustee Mangus and Second by Trustee Jaynes meeting adjourned 7:45pm

Next regular meeting Monday October 2nd, 2017 at 7:00 pm

Respectfully submitted  
Charlotte Jaynes  
Village Clerk/Treasurer

# VILLAGE OF BURDETT BOARD MEETING

**Monday October 2, 2017**

The Regular Meeting of the Board of Trustees of the Village of Burdett was held at the Village Hall. Mayor Dale Walter called the meeting to order at 7:00 pm. Present were Trustees: Laurence Jaynes, Martha Evans, and Linda Arcangeli: Absent was Judith Mangus. Also in attendance was: Village Clerk/Treasurer Charlotte M. Jaynes.

Meeting called to order by Mayor Walter at 7:00 pm

- Public Be Heard: no public
- Approval of the September 18th, 2017 minutes
- Motion to accept Minutes given by Trustee Arcangeli  
seconded by Trustee Jaynes – Minutes accepted
- Additions to/deletions from the agenda
- Department Head Reports
  - **Fire Department:** Trucks out for service and repaired, invoice handed in for payment and annual physicals are being done November 18<sup>th</sup>. Jason Kelly asked for permission to use the village office - permission granted; Jason reported that more pagers and batteries were ordered and the bill has not been received; bills for pagers are to be paid when they come in motion to approve clerk to pay as soon as bill comes in, motion made by trustee Jaynes and passed.
- The Halloween party will be Oct 31th. Trick or Treating will be 6pm-9pm and parade at 7pm.
  - 9/2 EMS call Factory Street
  - 9/3 EMS call County Rd #7
  - 9/4 MVA St Route 79
  - 9/8 EMS Call St Route 414
  - 9/15 Lift Assist Lake Ave
  - 9/15 Mutual Aid to Hector on EMS call
  - 9/17 MVA St Route 414
  - 9/18 Mutual aid to Odessa Standby at their station
  - 9/25 MVA State Route 79 & 414
  - 9/29 EMS call County Road 4

- 9/25 Electrical Fire mutual aid from Hector, Mecklenburg and Watkins Glen State Route 227
- 
- Mayor Walter, Trustee Evans would like to meet with the officers of the fire department to start setting rules for the use of the new building.
- Mayor and Jason Kelly meet with the Town of Hector for the Fire Tax for the new building – Mayor Walter suggested that we take the \$121,570.44 and add our \$15,000 or make it a round number of \$140,000 and put it in Chemung Canal and purchase a CD. Trustee Evans made a motion to put the funds in Chemung Canal second by Trustee Jaynes roll call Trustee, Evans yes Arcangeli yes Jaynes yes, motion passed.
- - Code Enforcement:** Building permit issued to the Alex Morton new, a permit was issued to Sherry Beaver for her porch roof permit #11 and #12. Jason needs to go to Rafferty's for inspection and Mr. Craver for inspection.
  - Street Department:** Church Street will be painted
  - Parks Department:** None
  - Water Board:** Trustee Jaynes reported the water board had a special meeting today 10/2 new waterlines will be going into Smith Park with a 2 inch line. They reported a 51% loss in the water system. They are working on the Club Seneca extension. They will be picking up about 35 residents. They are drilling a new well. They will be doing test drills for the new well. They have a \$117,000 contingency fund. They will be looking at another contingency fund for drilling another well.
  - Planning Board:** next meeting is second Tuesday in October
- **Committee Reports**
  - Financial:** Motion to pay general funds and fire department bills motion passed.
  - Street:**
  - Council of Governments:** Will meet in October
  - Legislative :**
- **Board Concerns:** Clerk will be putting a notice in the newsletter on snow removal and leaf removal, as well as the Halloween Party.

- **Presentation of Bills:** Motion to pay general funds and fire department bills motion passed
- **Correspondence:** Purchase 6 new flags: Motion to buy 6 Eagle Flags made by Trustee Evans trustee: motion passed
- **Executive Session** (if needed) None
- **Adjournment:** Trustee Jaynes made a motion to adjourn at 8:00pm

Next regular meeting Monday October 16th 2017 at 7:00 pm

## VILLAGE OF BURDETT BOARD MEETING

**October 16th, 2017**

**The Regular Meeting of the Board of Trustees of the Village of Burdett was held at the Village Hall. Mayor Dale Walter called the meeting to order at 7:00 pm. Present were Trustees: Laurence Jaynes, Martha Evans, Linda Arcangeli and Judith Mangus. Also in attendance was: Village Clerk/Treasurer Charlotte M. Jaynes.**

**Public Concerns:** Ralph Switzer comment on the maple trees in front of his house having dead tops and concerned of it falling on his house. The village will take a look at them and do what is best for the safety of the resident and village. If need be it will be taken down. All board members will look at the other trees and report back at the Nov. meeting.

**Approval of Minutes:** Approval of minutes with corrections motion to approve and accepted

### **Additions/Deletions to Agenda**

Village Facebook Page: Trustee Jaynes made a motion to explore sharing the county website. Trustee Evans second motioned passed. Facebook page will be just for social media

### **Department Head Reports:**

**Fire Department Report:** Need to set a date for meeting with the fire department on rules for the use of the building. Discussion on Perry and Carrol Insurance wanting to come in and review our policies for savings. The clerk will let them know that we will be reviewing our policies next year. We hope to have the last piece of paper from Sidle to submit to Municipal Solutions for the check to be awarded.

**Code Enforcement:** The TV on Bond's property is tilting and is a safety issue. Trustee Evans made mention that it needs to be taken care of. A motion to take legal action on the TV made by Trustee Arcangeli and second by Trustee Mangus. Motion passed.

**Street Department Report:** It is too late to paint the streets. The repairs to the bridge will be done in the spring. Two street lights out, one by the driving range and one by the Burdett House. Both have been reported.

**Parks Department Report:** None

**Water Board Report:** None

**Planning Board:** Met Tuesday, the planning board is concentrating on the Bi Centennial and would like to do a Facebook page.

**Committee Reports:**

**FINANCIAL:** Williamson Law is working on our accounts to be able to set up our books.

**STREET/PARKS:**

**ENVIRONMENTAL MANAGEMENT COUNCIL:** none

**COUNCIL OF GOVERNMENTS UPDATE:** none

**LEGISLATIVE COMMITTEE:** none

**Board Concerns:**

**Presentation of Bills:** Motion made by Trustee Jaynes to pay the general bills second by Trustee Mangus motioned passed, motion to pay the fire department bills made by Trustee Arcangeli and second by Trustee Mangus motion passed.

**Correspondence:**

**Executive Session:** None

**Adjournment:** Meeting adjourned at 7:55pm

Respectfully submitted,

Charlotte Jaynes  
Village Clerk

**Monday, Nov 6th, 2017 Board Meeting at 7:00 pm**

**Agenda:**

**Members Present:** Trustee Evans, Trustee Arcangeli, Trustee Mangus, Trustee Jaynes, clerk Charlotte Jaynes and Mayor Dale Walters, code officer Jason Kelly

**Public present:** Lee Howard

**Snow Plowing/Shoveling Bids;** Only one bid was received and that was from Daniel Campbell in the amount of \$4600, this is for the village sidewalk and for the private sidewalk the charge would be \$35 per parcel, any additional service would be \$40.

Motion to accept the bids was made by trustee Jaynes second by Trustee Evans all in favor, motion passed. A motion was made by trustee Jaynes to adjust the times to plow the firehouse at 5:00am seconded by trustee Arcangeli motion passed

- **Public Be Heard:** Mr. Howard thanked the village for having confidence in him to put him on committees that were assigned to him, but stated he had to withdraw from all committee due to health issues.
- Approval of the October 2nd, 2017 minutes
- Additions to/deletions from the agenda:
  - 1. Chips Letter \$82,087.45 Pave NY \$2950.60 and EWR \$3260.52
  - 2. Planning Board Appointment- chair and vice chair: Dale has two recommendations for replacing Mr. Howard, one was the owner of the Burdett House and the gentleman from Barry's Wine Cellar. The board was asked to consider the two and any others and bring back to the next meeting for decision.
  - 3. Mega: Our packet is in with the next group to be reviewed and we should hear something by the first of the year
  - 4. 3<sup>rd</sup> Quarter Sales Tax Revenue \$6,818.92
  - 5. Halloween Party; went very well number of children we down from last year.
  - 6. Street: Trees –Mayor Walters reported on his inspections of the trees within the village that needs attention.
- Department Head Reports
  - **Fire Department :**
  - Jason Kelly gave his report as follows: All trucks have been out for their tests, truck committee met and it is time to replace one of the trucks. The fire department is looking at bids. The bids for the new fire department will be opened Nov 28<sup>th</sup> at 2:00pm at Hunt's Office, and the pre bid meeting will be held here at the fire house on November 8<sup>th</sup> at 3:00pm.
  - **Code Enforcement:** Building permit was issued to Mr. Pence, permit was issued to Steve Peck. The Cravers are all set and just need an occupancy permit issued. We are getting a bus stop, but are unsure of where the sign will be put.
- **October Alarms:**
  - 10-3 EMS Lumber St
  - 10-4 EMS Lake Ave
  - 10-4 EMS Wyckoff Rd
  - 10-5 Truck fire on South Hill Road
  - 10-8 Mutual Aid to Hector
  - 10-9 MVA St Rte. 79 and 227
  - 10-9 EMA call Lake Ave
  - 10-11 EMS call Lumber St.

- 10-14 EMS call St. Rte. 414
- 10-16 EMS call St. Rte. 414
- 10-16 Mutual Aid to Hector
- 10-19 Automatic Alarm Co. Rte. 5
- 10-19 Hazardous Condition County Rd. 5
- 10-22 MVA Burnt Hill Rd
- 10-25 EMS call Lake Ave
- 10-27 EMS call County Rd 4
- 10-27 Automatic Alarm County Rd.
- 10-29 MVA County Rd 9
- 10-30 EMS call South Hill Rd.
- 10-30 EMS call Newtown Rd.
- 10-30 Mutual Aid to Hector
- 10-31 MVA St. Route 414

**Street Department**

**Parks Department:** none

**Water Board:** none

**Planning Board:** next meeting is November 14th

- **Committee Reports**

**Financial:**

**Street:** Mr. Switzer wants the one tree taken down in front of his house. The mayor said Church and Barnum St. look Ok. On Lake Ave there is one in front Hunt's that needs attention. The tree in front of Mr. Hurler's house also needs attention, and one in front of Ronnie Gage's house needs to be taken care of. On Factory Street there is another one that also needs attention.

**Council of Governments:** Next meeting will be in January

**Legislative**

- **Board Concerns:** Christmas Party and lights: Christmas Party will be December 2<sup>nd</sup> at 5pm. We need to have a code of ethics on file and posted. We also need to contact NYCOM on the statute of limitation on keeping files.
- **Presentation of Bills:** motion to approve the general bills and fire department bills motion made by trustee Jaynes second by trustee Evans, motion passed.
- **Correspondence:** none
- **Executive Session (if needed)**
- **Adjournment:** Meeting adjourned at 8:50pm

Next regular meeting Monday November 20th 2017 at 7:00 pm

**December 4, 2017**

**The Regular Meeting of the Board of Trustees of the Village of Burdett was held at the Village Hall. Mayor Dale Walter called the meeting to order at 7:00 pm. Present were Trustees: Laurence Jaynes, Martha Evans, Linda Arcangeli and Judith Mangus. Also in attendance was: Village Attorney Connie Fern Miller and Village Clerk/Treasurer Charlotte M. Jaynes.**

**Public Concerns:**

None

**Approval of Minutes:** Trustee Jaynes made the motion to accept minutes with one correction Trustee Evan seconded, motioned passed.

**Additions/Deletions to Agenda**

**Financial: Bond resolutions**

**Village Elections**

**New Fire Department**

**Department Head Reports:**

**Fire Department Report:**

11/11 House Fire Carpenter Road with mutual aid from Watkins Glen, Montour Falls and Hector

11/15 EMS call Lake Ave

11/16 EMS call South Hill Road

11/21 EMS call Lake Ave

11/23 Life Assist Willow St.

11/25 EMS call Voorheis Rd

11/25 Mutual Aid to Mecklenburg Landing Zone

11/27 EMS call St. Rt. 79

11/29 EMS call St. Rt. 79

11/30 Lift Assist Willow St.

Jason reported repairs on trucks. Jason needs a letter sent to Hoselton Chevrolet stating that the village board approves the purchase of the new truck. Trustee Jaynes made a motion to purchase the new pickup Trustee Mangus seconded it, motioned passed. Mayor Walter's reported on the bids for the new firehouse. Edgers was the low bidder for the General Contract, HMI Mechanical was the low bidder for the mechanical bid, Schuler Hass was low bidder for the electrical bid, DFM was the low bidder for the plumbing bid. Trustee Arcangeli wanted it to be know that the siren needs to be added on the new building.

**Code Enforcement:** Jason has several permits that he needs to check on.

**Street Department Report:** We still do not have the shared services from the Town of Hector to fix the pot holes. It is a standard MOU.

Attorney Miller presented a draft for the Tree Policy. A discussion took place on the policy following review of the policy. Trustee Jaynes made the motion to adopt the policy and review it in one year. Motion seconded by Trustee Mangus, roll call vote with four yes and zero no's. Mayor Walter read a letter received to remove a tree on the Evans property. It was suggested that the board take look at the tree and report back on the 18<sup>th</sup>.

**Parks Department Report: None**

**Water Board Report: None**

**Planning Board:** next meeting is December 12<sup>th</sup>. Linda reported that Mr. Ian Barry would like to be on the planning board.

**Committee Reports:**

**FINANCIAL:** We will need to do an amended referendum by \$300,000 to our original referendum of \$3,000,000 to cover the additional \$300,000.

**STREET/PARKS:** None

**ENVIRONMENTAL MANAGEMENT COUNCIL:** None

**COUNCIL OF GOVERNMENTS UPDATE:** None

**LEGISLATIVE COMMITTEE:** None

**Board Concerns:** Elections will be coming up March 20<sup>th</sup>, 2018. The Citizens Caucus will be January 30<sup>th</sup>. It will be held in the Village Office.

Trustee Jaynes questioned if Mayor Walter has heard about when the zoning committee will be meeting. Trustee Arcangeli reported that the superintendent of WGCS stated that 20 mile speed limit on side streets was illegal.

**Presentation of Bills:** Trustee Jaynes made a motion to accept the general bills seconded by Trustee Mangus. Motioned carried. Trustee Evans made a motion to accept the Fire Department bills seconded by Trustee Arcangeli motioned carried.

March 6, 2017

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**Correspondence:** Haefele TV sent in a letter giving us their prices to compare. We also received a letter from the NYS Public Service for energy savings. American Red Cross is holding an American Heroes breakfast on March 18<sup>th</sup>, 2018.

**Executive Session: none**

**Adjournment: Trustee Mangus made a motion to adjourn and Trustee Arcangeli seconded motioned carried. Meeting adjourned at 8:45pm**

Respectfully submitted,

Charlotte Jaynes  
Village Clerk

### Village of Burdett Tree Policy

The Board of Trustees of the Village of Burdett, hereby adopts this Policy to govern its maintenance procedures in regard to trees:

1. This Policy applies only to trees found within the Village of Burdett, in its highway rights of way, or which have more than half of their trunks within the Village's right of way. Maintenance of trees which are not within the Village's right of way is the sole responsibility of the property owner.
2. If a property owner adjacent to the Village's right of way desires for the Village to trim or remove a tree, said property owner shall put such request in writing. The Village Board, or its members or agent, will then examine the tree, and if the Board agrees that the tree needs trimming or removal, the Village will arrange and pay for such work to be done. The property owner may also specify, in writing, if he or she wishes to keep the wood. If the property owner does not request to keep the wood, the Village will take responsibility for its removal. In the case of a tree which has been cut down, the Village will also arrange and pay for removal of the stump.
3. If the Village Board identifies a tree in (or more than halfway in) its right of way, which in the opinion of the Board needs trimming or removal, the Board will give 30 days' written notice of such intention to the adjacent property owner. If, after 30 days, the Board has not received any written objection, the Village will arrange to have the necessary work performed, at Village expense. The property owner may still have the right to request in writing, to keep the wood.
4. In the event that, within 30 days of the Village's issuance of written notice, the property owner disagrees with the Board's assessment of any particular tree, the property owner may request in writing to meet with the Board and to protest the Board's intention. The property owner may also submit written evidence in support of his or her objection. An opinion or report of an expert (tree surgeon, nurseryman, forester, or the like) as to the tree's condition, will carry more weight in the Board's final decision. The Village Board may also (but does not have to) obtain its own expert's opinion. In any event, the final decision will rest solely in the Board's discretion.

Approved by Village of Burdett Board of Trustees on December 4, 2017

Roll call vote: Laurence Jaynes – Aye

Martha Evans – Aye

Linda Arcangeli – Aye

Judith Mangus – Aye

  
Burdett Village Clark

### Village of Burdett Tree Policy

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2. If a property owner adjacent to the Village's right of way desires for the Village to trim or remove a tree, said property owner shall put such request in writing. The Village Board, or its members or agent, will then examine the tree, and if the Board agrees that the tree needs trimming or removal, the Village will arrange and pay for such work to be done. The property owner may also specify, in writing, if he or she wishes to keep the wood. If the property owner does not request to keep the wood, the Village will take responsibility for its removal. In the case of a tree which has been cut down, the Village will also arrange and pay for removal of the stump.
3. If the Village Board identifies a tree in (or more than halfway in) its right of way, which in the opinion of the Board needs trimming or removal, the Board will give 30 days' written notice of such intention to the adjacent property owner. If, after 30 days, the Board has not received any written objection, the Village will arrange to have the necessary work performed, at Village expense. The property owner may still have the right to request in writing, to keep the wood.
4. In the event that, within 30 days of the Village's issuance of written notice, the property owner disagrees with the Board's assessment of any particular tree, the property owner may request in writing to meet with the Board and to protest the Board's intention. The property owner may also submit written evidence in support of his or her objection. An opinion or report of an expert (tree surgeon, nurseryman, forester, or the like) as to the tree's condition, will carry more weight in the Board's final decision. The Village Board may also (but does not have to) obtain its own expert's opinion. In any event, the final decision will rest solely in the Board's discretion.

Approved by Village of Burdett Board of Trustees on December 4, 2017

Roll call vote: Laurence Jaynes – Aye

Martha Evans – Aye

Linda Arcangeli – Aye

Judith Mangus – Aye

  
Burdett Village Clark

December 8, 2017

David and Daniel L

3945 Lake Street

Burdett, NY 14818

To: Village of Burdett  
P.O. Box 234  
Burdett, NY 14818

Dear Dale Walters

We would like to make a request of the Village to remove a tree at the south western corner of our property, next our neighbors driveway at 3868 N. Main Street. The tree looks to be in the village right of way. After examining the tree, it looks to be quite rotted and could pose a hazard if not removed. Thank you for looking in to this.



David Louch  
Daniel Louch

March 6, 2017

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Richard and Martha Evans

3868 N. Main St.

Burdett, NY 14818

Village of Burdett,

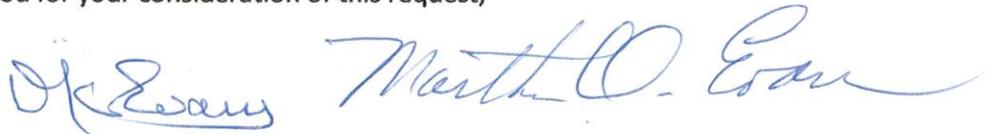
Burdett, NY 14818

December 4, 2017

Dear Mr. Walters,

We would like to ask the Village of Burdett to remove a tree that is by the utility pole to the right of our driveway when facing the driveway from the street. After consulting our property survey, we believe it is within the Village's right of way. This tree is rotted right down the center of the trunk and we believe it presents a safety concern.

Thank you for your consideration of this request,

Handwritten signatures of Dick and Marty Evans in blue ink. The signature on the left is 'Dick Evans' and the signature on the right is 'Martha O. Evans'.

Dick and Marty Evans

**December 18th, 2017**

**The Regular Meeting of the Board of Trustees of the Village of Burdett was held at the Village Hall. Mayor Dale Walter called the meeting to order at 7:00 pm. Present were Trustees: Laurence Jaynes, Martha Evans and Judith Mangus. Also in attendance was: Village Clerk/Treasurer Charlotte M. Jaynes.**

**Absent: Linda Arcangeli**

**Public Concerns:**

None

**Approval of Minutes: Trustee Jaynes moved to accept minutes with corrections seconded by Trustee Mangus motion carried.**

**Additions/Deletions to Agenda**

Intermunicipal Agreement= Town of Hector drafted up a proposal for the board to review. The agreement was given to Attorney Connie Fern Miller to review and give recommendations.

Mortgage Tax received from the County was \$1330.58

The Bond Resolution was reviewed and explained. Motion made by Trustee Jaynes to pass the resolution seconded by Trustee Evans. Roll called Trustee Jaynes – Yes, Trustee Evans – Yes Trustee Mangus – Yes – Mayor Walter – Yes motion carried.

Resolution for contract for the new Fire Department: Motion to accept the resolution for the contract for the new Fire Department by Trustee Evans seconded by Trustee Mangus – roll call Trustee Jaynes – Trustee Evans – Yes – Trustee Mangus – Yes – Mayor Walter –Yes motion carried.

**Department Head Reports:**

**Fire Department Report: None**

**Code Enforcement: None**

**Street Department Report:** Trustee Evans made mention that she still had banners at her end of town and wondered if those banners would weather different than those that were taken down. We will put the Tree Policy in the next newsletter.

**Parks Department Report: None**

**Water Board Report:** Trustee Jaynes reported on the meeting, the town of Hector wants to put a tap in the new firehouse for water testing. The Town of Hector will pay for the cost. The Water Line they put up Mathews Road has many leaks. They are trying to go after the company that installed the line to have them be made to correct the situation. The Town of Hector received two large grants.

**Planning Board:**

**None meeting was cancelled**

**Watkins Glen DRI** gave a listing of the 30 projects that came in for the \$10,000,000 Grant.

**Committee Reports:**

FINANCIAL: None

STREET/PARKS: None

ENVIRONMENTAL MANAGEMENT COUNCIL: None

COUNCIL OF GOVERNMENTS UPDATE: None

LEGISLATIVE COMMITTEE:

None

**Board Concerns:     None**

**Presentation of Bills:** Trustee Jaynes made a motion to accept the General Fund bills seconded by Trustee Evans motioned carried. Trustee Evans made a motion to accept the Fire Department bills seconded by Trustee Mangus, motioned carried.

**Correspondence:** Letter from Barbara Van Epps on 2018 Property Taxes

**Executive Session**

**Adjournment: Motion to adjourned made by Trustee Jaynes and seconded Trustee Mangus**

Respectfully submitted,

Charlotte Jaynes  
Village Clerk