



**REGULAR BOARD MEETING  
VILLAGE OF ODESSA  
January 3, 2023, 6:30PM**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Mayor Gerry Messmer  
Clerk-Treasurer Pamela Kelly  
DPW Spt. Steve Siptrott

Trustee Pam Cicconi  
Trustee Alijia Bailey  
Trustee Kristine Gardner-Absent

Trustee Thomas Letteer, Jr.  
Fire Chief Adam Mahnke  
Code Enf. Harold Russell-Absent

**OTHERS IN ATTENDANCE:** None

**PUBLIC ATTENDEES:** None

**APPOINTMENTS:** None

**REPORTS**

**CODE ENFORCEMENT:** Harold was absent and did not forward any information to report.

**DPW REPORT:** What was thought to be a water main break turned out to be a valve that had accidentally been turned on at the school. This situation has been taken care of now. However, Steve is unsure how much water went out to the football field from this. There was a lot of ice on Owen Place and DPW did their best to keep salt on it until it melted. A resident helped alleviate the water issue by replacing a section of pipe in his back yard.

**FIRE DEPT:** The department had 37 calls in December, which break down as 2 fire, 22 EMS and 13 others. The Odessa Hose and Chemical Company chose to purchase out of their own funds thermal imaging cameras. If the budget allows, they may ask for reimbursement. There will be a meeting of the line officers to decide where to put them and what to do with the present cameras. HE24 has alternator issues. HE23 has a fuel rail recall from Cummings. The department will be changing their primary mechanic from Ward Apparatus to Fleetpride for basic repairs. HE26 went to Buffalo for three days to help during the snow storm. The generator threw a temperature code and has since been fixed. The department is looking for an alternate storage location for the truck and trailer during inclement weather. This would only be utilized during snow/ice situations. The half cow raffle is still going on. The drawing will be held on January 23<sup>rd</sup> at the regular monthly meeting.

**CLERK**

**Resolution 33-2022-23**  
**VOUCHERS**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the January 2023 Vouchers in the Amount of \$17,288.59.

Motion by: Thomas Letteer, Jr.  
Second: Pam Cicconi  
Vote: All in Favor—Motion Carried

**Resolution 34-2022-23**  
**MINUTES**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves Minutes for December 5, 2022, Regular Board Meeting.

Motion by: Pam Cicconi  
Second: Alijia Jean Bailey  
Vote: All in Favor—Motion Carried

**OLD BUSINESS**

- **WWTP**
  - Working on the punch list and final bills from Vacri and C & S Engineers.
  - The grinder pump for Sydney Place is in and will be installed.
  - Finalizing long-term funding. Final bond maintenance per user to be determined along with rates per thousand.
- **PLANNING BOARD**
  - We need to re-establish the planning board for the Forward NY Grant.
- **WATER PROJECT**
  - Project is still in engineering design phase. Steve has seen the preliminary plans. The goal will be to bid in February and start the project in late summer 2023.
  - The current water meter reader would not work this month. Sensus Technical Support did everything they could to help the clerk get it operational to no avail. Therefore, every water read for the entire village had to be estimated. The handheld and reader are obsolete and no longer supported by SENSUS. We have asked for a quote for a new/used handheld and reader.
- **NEW LOCATION**
  - A bond was executed with Green Bank for 14 years with the first payment due October 2023.
  - The village is working towards rebidding the project.
  - The mayor will have a meeting with the Governor's Southern Tier Representative Harris Weiss on January 9<sup>th</sup>.
  - The Schuyler EMS Ambulance is in the Odessa location and running calls. The response time from our location is under one minute. There are some issues that are being worked out.
  - The CMC Director of Emergency Response came to see the location.
- **COTTON HANLON BRIDGE PROJECT**
  - An agreement has been signed with C & S for design services. CHIP's funds will be used to cover the village share of the project. The kick-off meeting will take place soon.
- **PARK COMMITTEE**
  - Kristine volunteered to head up a park committee to work on the trail and secure grants.
  - Contact Information: C & S Engineers grant writer is Sarah Stewart and her email is [ssewart@CSCOS.com](mailto:ssewart@CSCOS.com). Someone needs to step up and take the reins on this project.
  - Tasks to be completed: Phone call with Sarah, on-site visit, and determine requirements.
  - Trail needs two bridges, 4-5 culverts repaired/cleaned, trimming and trail dust put down.

- In the spring we need to look into the NYS Recreational Trail program. We can ask if “in kind” labor can be used for the match of funds.
- **NY FORWARD GRANT APPLICATION**
  - The grant has been submitted and a copy was emailed to all board members for their review. We are still awaiting results.
- **START EXPLORATORY WORK ON ESTABLISHING A VILLAGE POLICE DEPARTMENT**
  - **On hold**
- **AMBULANCE LOCATION**
  - The overhead door still needs to be replaced.
  - The contract was reviewed and has been signed.
- **COLD STORAGE BUILDING**
  - The cement pad is poured and the framing is up. Building will be finished shortly.

**NEW BUSINESS**

- **SET POLLING PLACE AND TIME**
  - The board sets the polling place and hours for the Village Election.

**Resolution 35-2022-23**  
**SET POLLING PLACE AND TIME FOR 2023 ELECTIONS**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees sets the polling place for the 2023 Village Election as 300 E. Main Street, Odessa, NY, and the hours as 12 pm until 9 pm.

Motion by: Alijia Jean Bailey  
Second: Pam Cicconi  
Vote: All in Favor—Motion Carried

- **AMEND PAYROLL POLICY TO INCLUDE SHARING OF COMP/VAC/SICK TIME**
  - Discuss adding to the payroll policy allowing employees to share their comp, vacation or sick time with another employee who will be off work for an extended period due to illness or injury when that employee does not have enough of their own to cover their absence.
  - It was decided to get more information and a sample policy and finalize in February.

**TRUSTEE COMMENTS:** Kristine Gardner, while absent, sent emails with the following:

I do want to forward the things on the trail I have been discussing with Sarah at the grant writing I had a meeting with her on 12/9/2022 at 2:30pm.  
 I did ask about labor costs being waived into the grant, she said it depends on which grant we can use for that trail project.  
 I asked her about coming to see it and she was going to get someone who is down our way to go view it and what all needs to be done.  
 I had told her about the 2-3 bridges and culvert and the dirt/stone that needs to go down to prevent dust. I'm now waiting to hear back from her when someone is coming to view it, she said that the one grant we applied for, for main street, might be able to use some funds from that for the trail as well.  
 It sounds like it is a constant waiting game and now with winter here things are moving slowly but surely.

I was talking to Tiffany Bates who lives up the street in Church St, about a bunch of cars speeding and by Mitchel Hollow Rd before kids are walking to school in the morning. She is willing to get a petition going to get the sheriff department up there.

It took Watkins a kid to get hit to get someone to pay attention to the speeding down there a few years ago, it shouldn't have to come to that.

Just a heads up.

Discussion was had regarding the speeding. It was suggested to look into targeted enforcement. The speed signs will be put back up in the spring. It was stated that if the resident would like to do the petition, she should do so and take it to the Sherriff on her own.

Pam Cicconi—She is still wondering about the light at the sewer plant. It does shine in some residents' windows. The mayor will go and look when it is dark out to see what can be done. Also, he wonders if once the cold storage building is completed if it might block some of the light.

**MAYOR COMMENTS:** The village will look into purchasing a new safe. The old one no longer locks and is not able to be moved from the old location to the new one. The new safe will be installed and be under lock and key.

**CORRESPONDENCE:** None.

**ADJOURN**

A motion was made at 7:40 pm by Alijia Jean Bailey, seconded by Pam Cicconi. Meeting adjourned.



# REGULAR BOARD MEETING VILLAGE OF ODESSA February 6, 2023, 6:30PM

## CALL TO ORDER

## PLEDGE OF ALLEGIANCE

## ROLL CALL

Mayor Gerry Messmer  
Clerk-Treasurer Pamela Kelly  
DPW Spt. Steve Siptrott

Trustee Pam Cicconi  
Trustee Alijia Bailey  
Trustee Kristine Gardner

Trustee Thomas Letteer, Jr.  
Fire Chief Adam Mahnke  
Code Enf. Harold Russell

OTHERS IN ATTENDANCE: None

PUBLIC ATTENDEES: Ted Dudgeon who came to discuss the recycling contract he has with the village, which will expire on May 31, 2023. The costs for this service have risen drastically and the amount the village pays for the contract monthly will no longer cover the cost for disposal.

APPOINTMENTS: Due to the resignation of the previous village attorney, the board must now appoint a new attorney. Following is the name and firm that will be representing the Village of Odessa. The resume' and agreement for board review were emailed to the board.

- GUY K. KROGH
- THALER & THALER, P.C.
  - 309 North Tioga Street
  - Ithaca, New York 14850
    - P: 607.272.2314
    - F: 607.272.8466
  - *www.thalerandthaler.com*

## REPORTS

CODE ENFORCEMENT: There are three ongoing violations in the village that are being dealt with. They pertain to unlicensed vehicles, property maintenance issues and a home that is uninhabitable. Harold is working with the necessary authorities for each violation.

DPW REPORT: The new shed at the waste water plant is done and items to be stored there are being moved in. Matt had his surgery and is recovering. He is hoping to be back at work at the end of March. The OM School had a water valve inadvertently turned on by their contractor. This resulted in an excessive amount of water running before the issue was discovered and rectified.

FIRE DEPT: The department had 29 calls in January: 1 fire, 18 EMS, 10 misc./other. The new thermal imaging cameras are in use. The department has one old camera to declare as surplus so they can sell it. The money obtained should go back into the fire department budget. The meat raffle went well. The winner was Alijia Bailey. Also, anyone who buys a ¼ or larger beef from VanGalder before February 23,

2023, and mentions the fire department will result in a donation of 10% to the fire department. HE23 fuel rail repair is completed and working well. The trailer does not fit in the new building so an alternate is being negotiated with the school for storage during inclement weather.

**Resolution 40-2022-23**  
**DECLARE MSA EVOLUTION 5000 CAMERA AS EXCESS**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves declaring a MSA Evolution 5000 Thermal Imaging Camera plus accessories as excess.

Motion by: Gerry Messmer  
Second: Alijia Bailey  
Vote: All in Favor—Motion Carried

**CLERK**

**Resolution 36-2022-23**  
**VOUCHERS**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the February 2023 Vouchers in the Amount of \$110,145.01.

Motion by: Thomas Letteer, Jr.  
Second: Kristine Gardner  
Vote: All in Favor—Motion Carried

**Resolution 37-2022-23**  
**MINUTES**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves Minutes for January 3, 2023, Regular Board Meeting.

Motion by: Pam Cicconi  
Second: Kristine Gardner  
Vote: All in Favor—Motion Carried

**OLD BUSINESS**

- **WWTP**
  - Working on the punch list and final bills from Vacri and C & S Engineers.
  - The grinder pump for Sydney Place is in and has been installed.
  - Finalizing long-term funding. Final bond maintenance per user to be determined along with rates per thousand.
  - A new debt exclusion for the entire amount of the project has been applied for.
  - Construction is complete and seeding will be done in the spring.
  - There is excess water in the hole where the manhole cover is. Needs to be checked to figure out where the water is coming from. It is believed the extra water is coming from the school roof drainage system. If this is the case, the school will need to divert this water from going into the sewer drains.
- **PLANNING BOARD**
  - Peg Tomassi has been appointed to the Schuyler County Planning Committee for the village.

• **WATER PROJECT**

- Project is still in engineering design phase. Steve has seen the preliminary plans. The goal will be to bid in May or June and start the project in late summer 2023.
- The meter reader is now functioning and we will hold off on purchasing a new one.
- The village needs to do a SEQR Resolution and an amended Bond Resolution, which are below.
- Jay Grasso from G & G Consulting will do a new low-income survey for the entire village which will hopefully gain 0% financing for long-term funding of the project.

**Resolution 38-2022-23**

**SEQR/NEGATIVE DECLARATION RESOLUTION**

**DETERMINATION OF TYPE 1 ACTION FOR VILLAGE OF ODESSA WATER IMPROVEMENT PROJECT**

At a regular meeting of the Village of Odessa Board convened on Monday, February 6, 2023, the following Resolution was made to determine that the proposed Village of Odessa Water System Improvements Project is a Type 1 Action and will not have a significant adverse impact on the environment.

RESOLUTION DATED FEBRUARY 6, 2023.

**WHEREAS**, the Village of Odessa (Village) is proposing the Village of Odessa Water System Improvements Project (Project), located in the Village and Town of Catharine, Schuyler County, NY; and

**WHEREAS**, the Project has been classified as a "Type I Action" as defined by the State Environmental Quality Review Act (SEQRA) in 6 NYCRR Part 617.4; and

**WHEREAS**, the Village sent a letter and Part 1 of a Full Environmental Assessment Form (FEAF) to be sent to other potentially "Interested" and "Involved" Agencies (as this term is defined in the SEQRA Regulations found at 6 NYCRR Part 617), indicating the Village's desire to serve as the "Lead Agency" (as this quoted term is defined in the SEQRA Regulations) and to complete a coordinated review of the Project (in accordance with 6 NYCRR Part 617.6); and

**WHEREAS**, responses from Interested and Involved Agencies were requested, and each of the potentially Interested and Involved Agencies has agreed to, or raised no objections to, the Village of Odessa Board serving as Lead Agency for the Project; and

**WHEREAS**, pursuant to the SEQRA Regulations, and (b) examining the FEAF for the Project, including the facts and conclusions in Parts 1, 2 and 3 of the FEAF, together with other available supporting information, to identify the relevant areas of environmental concern;

**THEREFORE, BE IT RESOLVED** that: the Village of Odessa Board hereby establishes itself as Lead Agency for the Project; and

**BE IT FURTHER RESOLVED** that based upon an examination of the FEAF and other available supporting information, and considering both the magnitude and importance of each relevant area of environmental concern, and based further upon the Village's knowledge of the area surrounding the Project, the Village of Odessa Village Board Makes the determination that the Project will not have a significant adverse environmental impact and that the Project will not require the preparation of a Draft Environmental Impact Statement; and

**BE IT FURTHER RESOLVED**, that as a consequence of such findings and declaration, and in compliance with the requirements of SEQRA, the Village of Odessa Village Board, as Lead Agency, hereby directs the Village of Odessa Mayor to sign the FEAF Part 3 -Determination of Significance, indicating that a Negative Declaration has been issued for the Project; this Resolution shall take effect immediately.

Motion made by Trustee Alijia Bailey, seconded by Trustee Kristine Gardner. Voted "Yes"

by ALL Mayor Gerard Messmer and Trustees Pam Cicconi, Alijia Bailey, Kristine Gardner and Thomas Letteer, Jr.

Motion Carried

**Resolution 39-2022-23**  
**BOND RESOLUTION**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves a new bond resolution to confirm and ratify a previous bond resolution dated August 1, 2022, as follows.

BOND RESOLUTION DATED FEBRUARY 6, 2023, RATIFYING AND CONFIRMING  
BOND RESOLUTION DATED AUGUST 1, 2022.

A RESOLUTION AUTHORIZING THE CONSTRUCTION OF A NEW WATER TREATMENT PLANT AT THE EXISTING WATER TREATMENT PLANT SITE AND REPLACEMENT OF WATER MAINS THROUGHOUT AND IN AND FOR THE VILLAGE OF ODESSA, SCHUYLER COUNTY, NEW YORK, AT A MAXIMUM ESTIMATED COST OF \$9,900,000 AND AUTHORIZING THE ISSUANCE OF \$9,900,000 SERIAL BONDS OF SAID VILLAGE TO THE COST THEREOF.

WHEREAS, the capital project hereinafter described, as proposed, has been determined to be a Type I Action pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act, which the Board of Trustees has determined will not have any significant adverse impact on the environment; and

WHEREAS, all other conditions precedent to the financing of the capital project hereinafter described, have been performed; and

WHEREAS, it is now desired to authorize such capital project and its financing; NOW, THEREFORE, BE IT

BE IT RESOLVED, by the affirmative vote of not less than two-thirds of the total voting strength of the Board of Trustees of the Village of Odessa, Schuyler County, New York, as follows:

Section 1. Construction of new water treatment plant at the existing water treatment plant site and replacement of water mains throughout and in and for the Village of Odessa, Schuyler County, New York, including site improvements, original furnishings, equipment, machinery, apparatus, appurtenances and incidental improvements and expenses in connection therewith, is hereby authorized, subject to permissive referendum, at a maximum estimated cost of \$9,900,000.

Section 2. It is hereby determined that the plan for the financing of the aforesaid maximum estimated cost is by the issuance of \$9,900,000 of serial bonds of the Village hereby authorized to be issued therefor pursuant to

the provisions of the Local Finance Law, **PROVIDED, HOWEVER**, that to the extent that any grants-in-aid are received for such specific object or purpose, the amount of bonds to be issued pursuant to this resolution shall be reduced dollar-for-dollar.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid specific object or purpose is forty years, pursuant to subdivision 1 of paragraph a of Section 11.00 of the Local Finance Law. It is hereby further determined that the maximum maturity of the serial bonds herein authorized will exceed five years.

Section 4. The faith and credit of said Village of Odessa, Schuyler County, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such bonds becoming due and payable in such year. To the extent not paid from other sources, there shall annually be levied on all the taxable real property of said Village, a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.

Section 5. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the serial bonds herein authorized, including renewals of such notes, is hereby delegated to the Village Treasurer, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said Village Treasurer, consistent with the provisions of the Local Finance Law.

Section 6. All other matters except as provided herein relating to the serial bonds herein authorized including the date, denominations, maturities and interest payment dates, within the limitations prescribed herein and the manner of execution of the same, including the consolidation with other issues, and also the ability to issue serial bonds with substantially level or declining annual debt service, shall be determined by the Village Treasurer, the chief fiscal officer of such Village. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law, and shall otherwise be in such form and contain such recitals, in addition to those required by Section 51.00 of the Local Finance Law, as the Village Treasurer shall determine consistent with the provisions of the Local Finance Law.

Section 7. The powers and duties of advertising such bonds for sale, conducting the sale and awarding the bonds, are hereby delegated to the Village Treasurer, who shall advertise such bonds for sale, conduct the sale, and award the bonds in such manner as the Village Treasurer shall deem best for the interests of said Village, including, but not limited to, the power to sell said bonds to the New York State Environmental Facilities Corporation; provided, however, that in the exercise of these delegated powers, the Village Treasurer shall comply fully with the provisions of the Local Finance Law and any order or rule of the State Comptroller applicable to the sale of municipal bonds. The receipt of the Village Treasurer shall be a full acquittance to the purchaser of such bonds, who shall not be obliged to see to the application of the purchase money.

Section 8. The Village Treasurer is hereby further authorized, at her sole discretion, to execute a project finance and/or loan agreement, and any other agreements with the New York State Department of Health or Department of Environmental Conservation and/or the New York State Environmental Facilities Corporation, including amendments thereto, and including any instruments (or amendments thereto) in the effectuation thereof, in order to effect the financing or refinancing of the specific object or purpose described in Section 1 hereof, or a portion thereof, by a bond, and/or note issue of said Village in the event of the sale of same to the New York State Environmental Facilities Corporation.

Section 9. The power to issue and sell notes for said specific object or purpose to the New York State Environmental Facilities Corporation pursuant to Section 169.00 of the Local Finance Law is hereby delegated to the Village Treasurer. Such notes shall be of such terms, form and contents as may be prescribed by said Village Treasurer consistent with the provisions of the Local Finance Law.

Section 10. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said Village is not authorized to expend money, or
- 2) The provisions of law which should be complied with at the date of publication of this resolution are not substantially complied with,

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

3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 11. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 12. Upon this resolution taking effect, it shall ratify and confirm the bond resolution dated and duly adopted on August 1, 2022, for said specific object or purpose and the same shall be published in summary form in the official newspaper of said Village for such purpose, together with a notice of the Village Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

Section 13. Pursuant to the provisions of Section 36.00 of the Local Finance Law, this resolution is adopted subject to permissive referendum. The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Gerry Messmer VOTING Yes

Pam Cicconi VOTING Yes

Alijia Bailey VOTING Yes

Kristine Gardner VOTING Yes

Thomas Letteer, Jr. VOTING yes

The resolution was thereupon declared duly adopted.

• **NEW LOCATION**

- A bond was executed with Green Bank for 14 years with the first payment due October 2023.
- The village is working towards rebidding the project.
- The mayor had a meeting with the Governor's Southern Tier Representative Harris Weiss on January 9<sup>th</sup>.
- The Schuyler EMS Ambulance is in the Odessa location and running calls. The response time from our location is under one minute. There are some issues that are being worked out.
- The Fire Department is working to find a grant writer to help obtain funding and will look into USDA Funding as well.

- The village will meet with the school to see if we can enter into a fuel use agreement with them for all fuel purchases.
- **COTTON HANLON BRIDGE PROJECT**
  - An agreement has been signed with C & S for design services. CHIP’s funds will be used to cover the village share of the project. The kick-off meeting will take place soon.
- **PARK COMMITTEE**
  - Kristine volunteered to head up a park committee to work on the trail and secure grants.
  - Contact Information: C & S Engineers grant writer is Sarah Stewart and her email is [sstewart@CSCOS.com](mailto:ssewart@CSCOS.com). Someone needs to step up and take the reins on this project.
  - Tasks to be completed: Phone call with Sarah, on-site visit, and determine requirements.
  - Trail needs two bridges, 4-5 culverts repaired/cleaned, trimming and trail dust put down.
  - In the spring we need to look into the NYS Recreational Trail program. We can ask if “in kind” labor can be used for the match of funds.
  - Once warmer weather arrives, a walk of the trail will be conducted.
- **NY FORWARD GRANT APPLICATION**
  - The grant has been submitted and a copy was emailed to all board members for their review. We are still awaiting results.
  - At this time, it does not look like the village will be receiving this grant as three municipalities were already awarded the grant.
- **AMBULANCE LOCATION**
  - The overhead door still needs to be replaced.
- **COLD STORAGE BUILDING**
  - The building is completed.
- **AMEND PAYROLL POLICY TO INCLUDE SHARING OF VAC/SICK TIME**
  - Discuss adding to the payroll policy allowing employees to share their vacation or sick time with another employee who will be off work for an extended period due to illness or injury when that employee does not have enough of their own to cover their absence.
  - The following will be added to the existing Personnel Policy:

“In the event of an illness or injury requiring long-term recovery, a village employee may donate vacation or sick time to another employee for their use while they are out on medical leave.”

**Resolution 40-2022-23**  
**PERSONNEL POLICY ADDENDUM FOR DONATED TIME**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees authorizes the addendum to the Personnel Policy of “In the event of an illness or injury requiring long-term recovery, a village employee may donate vacation or sick time to another employee for their use while they are out on medical leave” to be effective immediately.

Motion by: Thomas Letteer, Jr.  
Second: Kristine Gardner  
Vote: All in Favor—Motion Carried

**NEW BUSINESS**

• **ESTABLISH CATLIN MILLS CIRCLE AS A VILLAGE STREET**

- Catlins Mills Circle will start at the driveway intersecting with County Road 15 and circle around the property exiting again on County Road 15.
- Emergency Management Office has already been informed, and once the street is established, the EMO will label the buildings with street numbers.
- More information on required width and number of street lights, etc., is needed prior to decisions.

• **ADOPT THE SCHUYLER COUNTY HAZARD MITIGATION PLAN 2021-2026**

- The board will review and adopt the Schuyler County Hazard Mitigation Plan 2021-2026

**Resolution 41-2022-23**

**A RESOLUTION OF THE VILLAGE OF ODESSA ADOPTING THE SCHUYLER COUNTY HAZARD MITIGATION PLAN 2021-2026**

**NOW THEREFORE BE IT RESOLVED:** The Village of Odessa adopt the Schuyler County Hazard Mitigation Plan 2021-2026 as follows:

WHEREAS the Village of Odessa recognizes the threat that natural hazards pose to people and property within the Village of Odessa; and

WHEREAS the Village of Odessa has prepared a multi-hazard mitigation plan, hereby known as Schuyler County Hazard Mitigation Plan 2021-2026 in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS Schuyler County Hazard Mitigation Plan 2021-2026 identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the Village of Odessa from the impacts of future hazards and disasters; and

WHEREAS adoption by the Village of Odessa demonstrates their commitment to hazard mitigation and achieving the goals outlined in the Schuyler County Hazard Mitigation Plan 2021-2026.

NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE OF ODESSA, NY, THAT:

Section 1. In accordance with local rule for adopting resolutions, the Village of Odessa adopts the Schuyler County Hazard Mitigation Plan 2021-2026. This plan, approved by the village board, may be edited or amended after submission for review, but will not require the village board to re-adopt any further iterations. This only applies to this specific plan and does not absolve the village board from updating the plan in 5 years.

**Motion by:** Kristine Gardner

**Second:** Pam Cicconi

**Vote:** All in Favor—Motion Carried

**TRUSTEE COMMENTS:** Kristine let the board know that on February 17, 2023, Holy Cow will host a breakfast for veterans and on March 14, 2023, there will be a free dinner for veterans. Also, there will be a golf tournament for Veteran’s Suicide Awareness on September 22, 2023, at Hillendale Golf Course.

**MAYOR COMMENTS:** The Mayor informed the board that he will be out of town from February 21 through February 28 and put Deputy Mayor Letteer in charge of village matters during his absence.

**CORRESPONDENCE:** None

**ADJOURN**

A motion was made at 8:25 pm by Alijia Bailey, seconded by Kristine Gardner. Meeting adjourned.



**REGULAR BOARD MEETING  
VILLAGE OF ODESSA  
March 6, 2023, 6:30PM**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Mayor Gerry Messmer

Clerk-Treasurer Pamela Kelly

DPW Spt. Steve Siptrott

Trustee Pam Cicconi

Trustee Alijia Bailey

Trustee Kristine Gardner-Absent

Trustee Thomas Letteer, Jr.

Fire Chief Adam Mahnke

Code Enf. Harold Russell

**OTHERS IN ATTENDANCE:** None

**PUBLIC ATTENDEES:** Non

**APPOINTMENTS:** Appoint Election Inspectors for upcoming March 21, 2023, Village Election.

**Resolution 41-2022-23**  
**APPOINT ELECTION INSPECTORS**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves appointing Pam Cicconi and Sally Hill as Election Inspectors for the March 21, 2023, Village Election.

**Motion by:** Gerry Messmer

**Second:** Thomas Letteer, Jr.

**Vote:** All In Favor—Motion Carried

**REPORTS**

**CODE ENFORCEMENT:** Harold stated he has completed 22 hours of Code Enforcement training. He is working on completing the annual report. He is unsure how to follow up with one of the properties with several issues in the village. He suggested that the board amend the village zoning to add a timeline of dates and fees that would help him and the Village Justice with unsafe buildings.

**DPW REPORT:** Matt should be back to work by the end of March. The white truck needs a new dump box. Steve asked if this could be worked into the new budget, as the quoted price was approximately \$14,000. The white truck also just had the muffler and tie rods replaced. The water meters were all able to be read this month and the bills have gone out.

**FIRE DEPT:** The department had 29 calls in February, which were 18 EMS and 11 other. The annual banquet will be held at the village hall on April 8, 2023. All board members and the clerks are invited. Please RSVP. The AED pads for the machine by the community room are expired and new ones will be ordered by Adam. The school was not able to offer space to store the truck/trailer during inclement weather. At this point, finding a place to move it during bad weather will be tabled until October.

**CLERK**

**Resolution 42-2022-23**  
**VOUCHERS**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the March 2023 Vouchers in the Amount of \$65,891.14.

Motion by: Thomas Letteer, Jr.  
Second: Pam Cicconi  
Vote: All In Favor—Motion Carried

**Resolution 43-2022-23**  
**MINUTES**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves Minutes for February 6, 2023, Regular Board Meeting.

Motion by: Alijia Jean Bailey  
Second: Pam Cicconi  
Vote: All In Favor—Motion Carried

**OLD BUSINESS**

- **WWTP**
  - Waiting on Debt Exclusion to make final payment and secure long-term funding.
- **PLANNING BOARD**
- **WATER PROJECT**
  - Jay Grasso from G & G Consulting is starting a new low-income survey for the entire village which will hopefully gain 0% financing for long-term funding of the project.
  - Low interest short term funding application has been submitted to EFC and is pending approval.
  - The current bond maintenance fee may need to be increased once the project is completed
- **NEW LOCATION**
  - The village will meet with the school on March 16, 2023, to see if we can enter into a fuel use agreement with them for all fuel purchases.
  - Bid Notice for Community Room renovations was published and at least two contractors have looked at the plans. Bids are due on March 15 and will be publicly opened at the village office.
  - The new overhead door has been installed and the ambulance is now using the garage attached to the house.
  - The grant writer we were trying to engage with has not responded so another grant writer is needed.
- **COTTON HANLON BRIDGE PROJECT**
  - An agreement has been signed with C & S for design services. CHIP's funds will be used to cover the village share of the project. The kick-off meeting will take place soon.
  - The first payment for the project will be paid and then submitted to DOT for CHIP's reimbursement.
- **PARK COMMITTEE**
  - Kristine volunteered to head up a park committee to work on the trail and secure grants.

- Contact Information: C & S Engineers grant writer is Sarah Stewart and her email is [sstewart@CSCOS.com](mailto:ssewart@CSCOS.com). Someone needs to step up and take the reins on this project.
  - Tasks to be completed: Phone call with Sarah, on-site visit, and determine requirements.
  - Trail needs two bridges, 4-5 culverts repaired/cleaned, trimming and trail dust put down.
  - In the spring we need to look into the NYS Recreational Trail program. We can ask if “in kind” labor can be used for the match of funds.
  - Once warmer weather arrives, a walk of the trail will be conducted.
- **NY FORWARD GRANT APPLICATION**
    - Odessa did not receive this grant. Montour Falls did receive \$4.5 million.
  - **AMBULANCE LOCATION**
    - The overhead door has come in and is in the process of being installed.
  - **ESTABLISH CATLIN MILLS CIRCLE AS A VILLAGE STREET**
    - Catlins Mills Circle will start at the driveway intersecting with County Road 15 and circle around the property exiting again on County Road 15.
    - Emergency Management Office has already been informed, and once the street is established, the EMO will label the buildings with street numbers.
    - More information on required width and number of street lights, etc., is needed prior to decisions.

### **NEW BUSINESS**

- **DISCUSS PASSING A HOME RULE RESOLUTION IN SUPPORT OF DIVIDING NY STATE**
  - The state would be divided into three autonomous regions while maintaining the borders as a single state.
  - The pension system would remain at the state level unchanged.
  - If any village/town/county adopts the resolution, their assemblyman and senator are obliged to co-sponsor the bill.
- **SET A TIME/DATE FOR A BUDGET WORKSHOP**
  - The board set March 22 at 6 pm as the date/time for the budget workshop.

**TRUSTEE COMMENTS:** Pam Ciccone has been contacted by Deb Albro who would like to take on the village flowers and Mother’s Garden if everyone is ok with that. Tom inquired if the board members could have a key to the new office. He also asked what, if anything, has been heard about the pipeline for Bergen Farms and when it might begin, for which there has been no new information provided to the village.

**MAYOR COMMENTS:** The recycle situation for the village needs to be addressed, as the cost will triple for the upcoming fiscal year. The village does not have extra funds to cover that large of an increase. The mayor will no longer allow residents to come to his home with complaints or questions. The village now has a form on their website for people to use for either a complaint, concern or even a compliment. As with any business, all transactions need to take place at the village hall.

### **CORRESPONDENCE:**

### **ADJOURN**

A motion was made at 8:00 pm by Alijia Jean Bailey, seconded by Pam Cicconi. Meeting adjourned.



**ANNUAL BOARD MEETING  
VILLAGE OF ODESSA  
APRIL 3, 2023 6:30PM**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Mayor Gerry Messmer	Trustee Pam Cicconi	Trustee Thomas Letteer, Jr.
Clerk-Treasurer Pamela Kelly-Absent	Trustee Alijia Bailey	Fire Chief Adam Mahnke
DPW Superintendent Steve Siptrott	Trustee Kristine Gardner	Code Enf. Harold Russell

**OTHERS IN ATTENDANCE:** Danielle Kenny from Arbor Housing came to present a plan to build a second complex and bring the current complex up to code.

**PUBLIC ATTENDEES:** Harry Lockwood has two woodpeckers and has seen a fisher cat behind his house.

**APPOINTMENTS:** None

**Resolution 44-2022-23**  
**ORGANIZATIONAL RESOLUTION**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the following organizational appointments:

Deputy Mayor – Thomas Letteer, Jr.  
Village Attorney – Guy Krogh, Thaler and Thaler  
Council of Governments Representative – Gerry Messmer  
Summer Recreation Liaison – Kristine Gardner  
Code Enforcement – Harold Russell  
Associate Justice—Vacant  
Deputy Clerk—Angela May

**Motion by:** Alijia Jean Bailey  
**Second:** Kristine Gardner  
**Vote:** All In Favor—Motion Carried

**Resolution 45-2022-23**  
**ANNUAL RESOLUTIONS**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the following annual resolutions:

**OFFICIAL NEWSPAPER –**  
Watkins Review & Express - General Filings.  
Hi-Lites - for Special Advertisements.

**OFFICIAL PUBLICIST-**  
Odessafile-Charlie Haeffner

**DATES FOR REGULAR BOARD MEETINGS**

Board meetings will be held once a month on the first Monday starting at 6:30 PM. In the event that Monday is a federal Holiday, the meeting will move to Tuesday for that month only. Affected dates are: September 4, 2023, will be held on September 5, 2023 and January 1, 2024, will be held on January 8, 2024.

**RULES OF PROCEDURE FOR BOARD MEETINGS**

State Law regulates that 3 of 5 Board Members must be present to constitute a Quorum. All Executive Sessions must be during public meetings.

Motion by: Thomas Letteer, Jr.  
Second: Alijia Jean Bailey  
Vote: All In Favor—Motion Carried

**Resolution 46-2022-23**  
**ANNUAL MEETING RESOLUTION:**

*Advance Approval of Claims Pursuant to Village Law § 5-524(6), the board of trustees may, by resolution, authorize claims for public utility services, postage, freight and express charges to be paid in advance of audit. An appropriate resolution authorizing advance payment of claims follows:*

***WHEREAS** the board of trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges, other bills that will incur late fees; and*  
***WHEREAS** all such claims must be presented at the next regular meeting for audit; and*  
***WHEREAS** the claimant and the officer incurring or approving the claim are jointly and severally liable for any amount the board of trustees disallows;*

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the board of trustees authorizes payment in advance of audit of claims for public utility services, Justice Fees, postage, freight and express charges and all other categories that may incur late fees or otherwise be paid late. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the board of trustees disallows. Designated official bank signors: Mayor, Deputy Mayor and Clerk-Treasurer.

**Section 2.** That this resolution is effective immediately.

Motion by: Kristine Gardner  
Second: Alijia Jean Bailey  
Vote: All In Favor—Motion Carried

**Resolution 47-2022-23**  
**DESIGNATING DEPOSITORIES**

*Pursuant to Village Law § 4-412(3)(2), the board of trustees must designate, by resolution, banks or trust companies in which the treasurer, clerk, receiver, and town receiver who are designated and appointed as village receiver may deposit village moneys received by them. An appropriate resolution designating depositories follows:*

*WHEREAS the board of trustees has determined that Village Law § 4-412(3) (2) requires the designation of banks or trust companies for the deposit of all village monies;*

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the board of trustees designates the following institutions as depositories of all moneys received by the village treasurer, clerk, and receiver of taxes. Names of Institutions:

Chemung Canal

**Section 2.** That this resolution is effective immediately.

Motion by: Alijia Jean Bailey

Second: Pam Cicconi

Vote: All In Favor—Motion Carried

**Resolution 48-2022-23**  
**MILEAGE ALLOWANCE**

*Pursuant to Village Law § 5-524(7), the actual and necessary expenses the officers and employees incur in performing their official duties are a village charge. However, in lieu of auditing and allowing a claim for actual and necessary expenses for travel, the board of trustees may determine by resolution to pay a reasonable mileage allowance for use of personal automobiles in performing official duties. (See Chapter 15, Finances on page 15.11 for more information on travel expenses). An appropriate resolution authorizing a mileage allowance follows:*

*WHEREAS the board of trustees has determined to pay a fixed rate for mileage as reimbursement to village officers and employees who use their personal automobiles while performing their official village duties;*

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the board of trustees will approve reimbursement to such officers and employees at the rate of .655 per mile.

**Section 2.** That this resolution is effective immediately.

Motion by: Thomas Letteer, Jr.

Second: Kristine Gardner

Vote: All In Favor—Motion Carried

**Resolution 49-2022-23**  
**ATTENDANCE AT SCHOOLS AND CONFERENCES**

*Pursuant to General Municipal Law § 77-b, municipal officials and employees may attend schools, conferences, and seminars conducted for the benefit of the local government. (See Chapter 15, Finances on page 15.11 for more information on travel expenses). However, attendance is not authorized, nor can reimbursement be applied for, unless the board of trustees approves of the attendance in advance. This would include such meetings as NYCOM's Annual Meeting and Training School, NYCOM's Fall Training School, NYCOM's Public Works Training School, etc. An appropriate resolution authorizing attendance at schools and conferences follows:*

*WHEREAS there is to be held during the coming official year a) NYCOM's Annual Meeting and Training School b) NYCOM's Fall Training School c) NYCOM's Public Works Training School, and d) the following county association meetings; etc.; and*

*WHEREAS attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality;*

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the following officers and employees are authorized to attend the following schools:

Mayor Gerry Messmer, Deputy Mayor Thomas Letteer, Jr., Trustees Pam Cicconi, Alijia Bailey, and Kristine Gardner; Clerk/Treasurer Pamela Kelly, DPW Supervisor Steve Siptrott, Code Enforcement Harold Russell. Schools: All NYCOM and NYS Comptroller Schools and any schools or training as deemed necessary by the Board of Trustees during the Budget Year 2023-24.

**Section 2.** That this resolution is effective immediately.

Motion by: Kristine Gardner  
Second: Thomas Letteer, Jr.  
Vote: All In Favor—Motion Carried

**A Budget Review for the public was held prior to the regular board meeting. No residents attended.**

**Resolution 50-2022-23**  
**BUDGET APPROVAL 2023-2024**

**NOW THEREFORE BE IT RESOLVED:**

**SECTION 1.** That the Board of Trustees approves the 2023-2024 Budget for the Village of Odessa with a Tax Levy of \$175,488 representing a tax increase of .020 cents per thousand.

**SECTION 2.** That this resolution is effective immediately.

Motion by: Thomas Letteer, Jr.  
Second: Kristine Gardner  
Vote: All In Favor—Motion Carried

**REPORTS**

**CODE ENFORCEMENT:** Harold will discuss with Judge Goossen the requirements to enforce the property maintenance issues in the village. Gerry asked Harold to also discuss with the judge the unlicensed vehicle code.

**DPW REPORT:** The village passed a DOH water inspection. An initial inspection was done on the sewer system by DEC. There are minor corrections that need to be addressed.

**FIRE DEPT:** The elected line officers did not change. Adam will email his year end report to the clerk for distribution to the towns covered. Adam is looking for people to help make phone calls for grant writers. Discussion was had regarding funding options for the new fire house. Gerry will give the USDA contact and application to Adam.

**Resolution 51-2022-23**  
**APPROVE LINE/ADMINISTRATIVE FD OFFICERS**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the Line and Administrative Officers of the Odessa Fire Department for the year 2023-24.

Motion by: Thomas Letteer, Jr.  
Second: Kristine Gardner  
Vote: All In Favor—Motion Carried

**CLERK**

**Resolution 52-2022-23**  
**VOUCHERS**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the April 2022 Vouchers in the Amount of \$ 175,823.68.

Motion by: Alijia Jean Bailey  
Second: Kristine Gardner  
Vote: All In Favor—Motion Carried

**Resolution 53-2022-23**  
**MINUTES**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves Minutes for March 6, 2023, Regular Board Meeting.

Motion by: Thomas Letteer, Jr.  
Second: Pam Cicconi  
Vote: All In Favor—Motion Carried

**OLD BUSINESS**

- **WWTP**
  - Waiting on Debt Exclusion to make final payment and secure long-term funding. They have received all paperwork and should send later by April 21, 2023, to approve the exclusion. We are waiting for one signature from New York State.
  
- **PLANNING BOARD**
  
- **WATER PROJECT**
  - The Board needs to adopt the attached USDA Loan Resolution to authorize the borrowing of \$4,940,000 to go with the \$4,959,000 USDA Grant.

**Resolution 54-2022-23**  
**APPROVE USDA LOAN RESOLUTION**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approve the USDA Loan in the amount of \$4,940,000, as stated on the attached loan resolution.

Motion by: Alijia Jean Bailey  
Second: Thomas Letteer, Jr.  
Vote: All In Favor—Motion Carried

- **NEW LOCATION**
  - The village met with the school on March 16, 2023, and they were in favor of partnering with us to supply fuel to the village at the bus garage. We are hoping this will take place starting July 1, 2023.
  - A bid was received and awarded for the Community Center project and work has commenced.
- **COTTON HANLON BRIDGE PROJECT**
  - An agreement has been signed with C & S for design services. CHIP's funds will be used to cover the village share of the project. The kick-off meeting will take place soon.
  - The first payment for the project has been paid and submitted to DOT for CHIP's reimbursement.
  - Construction will not start until April of 2024.
- **PARK COMMITTEE**
  - The Mayor met with Bruno Schickel who has extensive experience in trail development.
  - The Board needs to build a coalition of people who are willing to donate time and labor to help build the trail. Bruno will assist with this.

**NEW BUSINESS**

- **VILLAGE WIDE RUMMAGE SALE DAY**
  - The Village Wide Rummage Sale Day will be August 5, 2023.
- **DUMPSTER DAY**
  - Dumpster Day will be held on September 9, 2023.

**TRUSTEE COMMENTS:** Kristine made a report on the events for our Veterans: Every third Friday at Holy Cow from 9:30 – 11:00 with a speaker; May 20, 2023, there will be live music at Solara Tapahouse for Armed Forces Day.

**MAYOR COMMENTS:** Gerry will be on vacation from April 26 through May 14, 2023. Tom will assume mayor duties in his absence. Municipal Management Series was handed out to the board members for review. Gerry will be in contact with the Town of Catharine to inquire about joining with them for weekly drop off for village residents after our current contract ends.

**CORRESPONDENCE:** None.

**ADJOURN**

A motion was made at 8:18 pm by Alijia Jean Bailey, seconded by Thomas Letteer, Jr. Meeting adjourned.



# ANNUAL BOARD MEETING VILLAGE OF ODESSA MAY 1, 2023, 6:30PM

## CALL TO ORDER

## PLEDGE OF ALLEGIANCE

## ROLL CALL

Mayor Gerry Messmer

Clerk-Treasurer Pamela Kelly

DPW Superintendent Steve Siptrott

Trustee Pam Cicconi

Trustee Alijia Bailey

Trustee Kristine Gardner

Trustee Thomas Letteer, Jr.

Fire Chief Adam Mahnke

Code Enf. Harold Russell

**OTHERS IN ATTENDANCE:** Elizabeth Watson from Schuyler County Public Health was present. She informed the board that the village had been chosen for a Walkability Audit. Our bus stop is the third most used transit location. The committee does feel that there is a huge need in the village for safe sidewalks for students and people with mobility issues. Attached is the presentation given to those present. Data will be tracked if the village decides to participate with the study. Advisory shoulders and crosswalks are recommended and are shown on slide number seven. The final draft would be due June 2, 2023. A decision will need to be made to move ahead and participate. She is hoping the village will choose to participate, as she is willing to put in the time to get grants. The village would need to adopt a "Safe Routes to School" Plan. Alijia will work with Elizabeth to move things forward.

Gary Emerson from the Schuyler County Historical Society was present. He passed out to those present the Annual Report for the society. He has done several presentations in the village and expressed thanks for the support the Historical Society has received from the village. His report is attached.

**PUBLIC ATTENDEES:** Gail Carpenter: She is hoping something will be worked out for recycling. Malia Popovich: She is wondering if any progress is being made on the trail. The board informed her that we are in the process of working on upgrades and looking for volunteers. Leslie Skibinski: Was here to find out about recycling and asked if there are other materials that can be used for sidewalks other than concrete. Cindy Emerson: Here to learn about recycling. Ruth Thompson: Here to learn about recycling.

**APPOINTMENTS:** None

## REPORTS

**CODE ENFORCEMENT:** A permit for a hot tub has been approved. A Certificate of Occupancy was issued to Evan Stewart for his coffee shop. He has also received approval from the Department of Health.

**DPW REPORT:** Our new sewer system needs to be registered with both the DOH and DEC. Potholes are getting repaired. The process takes a little longer with the machine than using cold patch. We have some catch basins that are collapsed and need repair. Steve agreed that sidewalks need to be installed or repaired. Gail asked who is responsible for maintaining them. Steve told her that the homeowner is responsible for keeping them clean. He helps when he can. He does not feel that paint lines or putting in advisory shoulders will do any good and feels our streets are too narrow for them to work.

**FIRE DEPT:** Adam also has a concern with the streets being shared by vehicles down the middle with the advisory shoulder. He asked Elizabeth to get comments from communities who have done them. He is concerned with the legality of who is at fault if an accident occurs due to the advisory shoulders. The department had 37 calls in April: 1 fire, 14 EMS and 22 other. The thermal imaging camera was sold for \$310, which will all go back to the department. A chicken barbeque will be held on August 12<sup>th</sup>.

**CLERK**

**Resolution 55-2022-23**  
**VOUCHERS**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the May 2023 Vouchers in the Amount of \$ 79,665.65.

Motion by: Kristine Gardner  
Second: Alijia Jean Bailey  
Vote: All in Favor—Motion Carried

**Resolution 56-2022-23**  
**MINUTES**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves Minutes for April 3, 2023, Regular Board Meeting.

Motion by: Pam Cicconi  
Second: Tom Letteer, Jr.  
Vote: All in Favor—Motion Carried

**OLD BUSINESS**

- **WWTP**
  - Waiting on Debt Exclusion to make final payment and secure long-term funding. They have received all paperwork and exclusion was approved. Acknowledgement of receipt was sent back to EFC.
  - Necessary documentation for finalizing is being prepared.
- **PLANNING BOARD**
- **WATER PROJECT**
  - Discussion of the status of the water project will take place at this time. Bids will go out shortly, as JHA is ready to go.
- **NEW LOCATION**
  - Work has started on the community center renovation.
  - The contract between OMCS and the village for fuel services has been forwarded to our lawyer for review. They will only be supplying diesel at this time until their new contract goes into effect for 2024-25. At that time, we will also be able to get the C90. The purchase of diesel will start July 1.
- **COTTON HANLON BRIDGE PROJECT**
  - An agreement has been signed with C & S for design services. CHIP's funds will be used to cover the village share of the project. The kick-off meeting will take place soon.
  - The first payment for the project has been paid and submitted to DOT for CHIPs reimbursement.

- Construction will not start until April of 2024.
- **PARK COMMITTEE**
  - The mayor met with Bruno Schickel who has extensive experience in trail development.
  - The Board needs to build a coalition of people who are willing to donate time and labor to help build the trail. Bruno will assist with this.

### **NEW BUSINESS**

- **VILLAGE RECYCLING PROGRAM**
  - The board will discuss the recycling program for the village. The cost more than tripled for the curb side service and we can no longer afford to continue with it.
  - The village is in negotiations with the Town of Catharine to join in their Saturday drop off service.

**PUBLIC COMMENTS:** Concerns and questions from those present are discussed in the Public Attendees portion of these minutes. No further discussion was had regarding the proposed joining with the Town of Catharine.

**TRUSTEE COMMENTS:** Kristine Gardner gave information regarding the upcoming events for our Veterans, such as coffee hour at Holy Cow, a free dinner at Solera Tap House on May 20, 2023, from 2-5 and informed those present that she will take over the position of Director of Services on May 15, 2023. Pam Cicconi informed the board that she and the mayor will have a meeting on May 15, 2023, with Mike Brown to discuss installing charging stations in the village as part of the Clean Energy Program.

**MAYOR COMMENTS:** In Gerry's absence, Tom informed the board that he will meet with the Office of the State Comptroller to go over the results of the audit that was performed in 2019. Those findings will be reviewed at the next meeting.

**CORRESPONDENCE:** None.

### **ADJOURN**

A motion was made at 7:50 pm by Alijia Jean Bailey, seconded by Pam Cicconi. Meeting adjourned.



**ANNUAL BOARD MEETING  
VILLAGE OF ODESSA  
JUNE 5, 2023, 6:30PM**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Mayor Gerry Messmer	Trustee Pam Cicconi	Trustee Thomas Letteer, Jr.
Clerk-Treasurer Pamela Kelly	Trustee Alijia Bailey	Fire Chief Adam Mahnke
DPW Superintendent Steve Siptrott	Trustee Kristine Gardner	Code Enf. Harold Russell

**OTHERS IN ATTENDANCE:** Elizabeth Watson from Schuyler County Public Health came to discuss the status of the walkability study and to inform the board that each village will be getting a community health assessment. As for the walkability project, a plan has been turned in. There are some actions the village needs to complete. We will receive \$10,000 towards our complete streets plan. It has been found that advisory lanes cause people to drive slower. Other municipalities that use them have had no liability issues. The complete streets plan would lay out where the priorities lie in the village. The plan would get residents and businesses involved in making the plan. Their group has already reached out to the school, library and some local businesses to find out their interest. The library says no one bikes to their location. Advisory lanes may help people to feel more comfortable biking in the village. There are grants out there and we just need to apply for them. They could possible be bundled with another municipality. The team is always looking for new grants that are coming available.

**PUBLIC ATTENDEES:** Harry Lockwood

**APPOINTMENTS:** Gail Sgrecci

**Resolution 01-2023-24**  
**APPROVE GAIL SGRECCI TO LIBRARY BOARD**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves Gail Sgrecci as a member of the Board of Trustees for the Dutton S. Peterson Memorial Library.

**Motion by:** Kristine Gardner  
**Second:** Tom Letteer  
**Vote:** All in Favor—Motion Carried

**PUBLIC HEARING**

- A public hearing to approve a cable television franchise agreement with Spectrum Northeast LLC (Charter Communications) was held at this time. The only resident who attended was Harry Lockwood. The following resolution was approved:

**Resolution 02-2023-24**  
**APPROVE TELEVISION FRANCHISE AGREEMENT WITH SPECTRUM**

**STATE OF NEW YORK**  
**Village of Odessa**  
**County of Schuyler**

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In the Matter of the Granting of a Cable Television Franchise Held by **Spectrum Northeast, LLC** in the **Village of Odessa, County of Schuyler**, New York

An application has been duly made to the Board of the **Village of Odessa, County of Schuyler**, New York, by **Spectrum Northeast, LLC**, an indirect subsidiary of Charter Communications, Inc. (“Charter”), a limited liability company organized and existing in good standing under the laws of State of Delaware doing business at 2604 Odessa Avenue, Niagara Falls, NY 14305, for the approval of a renewal agreement for Charter's cable television franchise for ten (10) years commencing with the date of approval by the Public Service Commission.

The franchise renewal agreement would bring the franchise into conformity with certain provisions of the Federal Cable Communications Policy Act of 1984, as amended, and certain court rulings.

A public hearing was held in the Village of Odessa, New York on June 5, 2023, at 6:30 P.M. and notice of the hearing was published in the Review and Express on May 31, 2023.

**NOW, THEREFORE**, the Board of the Village of Odessa finds that:

1. Spectrum Northeast, LLC has substantially complied with the material terms and conditions of its existing franchise and with applicable law; and
2. Spectrum Northeast, LLC has the financial, legal and technical ability to provide these services, facilities and equipment as set forth in its proposal attached; and
3. Spectrum Northeast, LLC can reasonably meet the future cable-related community needs and interests, taking into account the cost of meeting such needs and interests.

**BE IT FURTHER RESOLVED** that the Board of the **Village of Odessa** hereby grants the cable television franchise of Spectrum Northeast, LLC and the **Village of Odessa** for fifteen (15) years commencing with the date of approval by the Public Service Commission and expiring fifteen (15) years hence.

**BE IT FURTHER RESOLVED** that the Board of the **Village of Odessa** hereby confirms acceptance of this franchise renewal agreement.

The foregoing having received a 5-0 vote was thereby declared adopted.

Dated: June 5, 2023.

Motion by: Tom Letteer  
Second: Pam Cicconi  
Vote: All in Favor—Motion Carried

## **REPORTS**

**CODE ENFORCEMENT:** Evan worked very hard to get the coffee shop up to code. He installed a sprinkler system. There is a 15-person occupancy limit. Unsure whether he will eventually put in a fryer to make donuts. The situation on Merchant Avenue may need the village lawyer to be involved.

**DPW REPORT:** The bobcat is going out for repair. Hopefully, it will be covered under warranty. The Town of Montour will be coming up to do ditch mowing. We need to do lawn restoration at the pump house and the filtration beds for the sewer project. The mayor will contact the contractor. One resident has a leak issue where the sewer connection was installed. Will start brush hogging.

**FIRE DEPT:** The department had 45 calls in May: 3 fire, 9 EMS and 33 other. The fire department purchased their own trailer for can collections. The returns have almost paid for it. The Red Knights will be having a pulled pork lunch at the Harley Shop on July 15, 2023. The department will again supply coverage for the Seneca 24 Hour Challenge. A chicken bbq will be held on August 12, 2023.

## **CLERK**

### **Resolution 03-2023-24** **VOUCHERS**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the May 2023 Period 13 Vouchers in the Amount of \$19385.84 and the June 2023 Vouchers in the Amount of \$14,355.58.

Motion by: Kristine Gardner  
Second: Pam Cicconi  
Vote: All in Favor—Motion Carried

### **Resolution 04-2023-24** **MINUTES**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves Minutes for May 1, 2023, Regular Board Meeting.

Motion by: Pam Cicconi  
Second: Kristine Gardner  
Vote: All in Favor—Motion Carried

## **OLD BUSINESS**

- **WWTP**
  - In the process of final long-term financing at 0% interest.
  - Once completed all outstanding invoices will be paid.

- **PLANNING BOARD**
  - A date needs to be determined for the board to meet as the planning board to discuss the way forward for the village.
  - We will put a request on the Facebook page and ask interested parties to contact the village office.
- **WATER PROJECT**
  - Water project is no longer slated to go out for bid in June.
  - Income surveys are completed. The indication is that the village will meet the criteria for 0% long-term financing for this project.
  - A meeting will be held with JHA on June 13, 2023.
- **NEW LOCATION**
  - The school will provide key fobs for use to obtain diesel fuel once the school board gives final approval.
  - NYSEG service required to move forward any further with the community room project.
  - Arbor Development is looking to expand Sydney Place behind the current location. They will have to come before the board as the acting Planning Board with their plans.
- **COTTON HANLON BRIDGE PROJECT**
  - A public hearing was held on May 31, 2023, at 6 pm. Only two people attended.
  - Jim Howell is concerned with the proposed detour. However, the end of MacDowell is not in the village limits so we have no real say in how the details are worked out.
- **PARK COMMITTEE**
  - Bruno Shickel conducted a review of all of the culverts on the trail with a DEC Engineer. The hand-laid culverts all meet the requirements to remain.
  - Shickel Construction has volunteered an excavator and an operator to clean out all of the culverts on the trail.
  - Ian Smith with SWIO will work with Bruno on drainage projects for our grant.
  - Once the trail culverts are cleaned out, the drainage may affect MacDowell Road ditches.
- **VILLAGE RECYCLING PROGRAM**
  - The village is now a part of the recycling program run by the Town of Catharine. Residents may take their recycles to the highway garage every Saturday morning from 9 am until 11 am.
  - Because village residents had a month's worth of recyclables and the towns had no recycling the week before, the bins did get full. Hopefully, this will not be an issue every week.
  - The contract will be emailed for the mayor to sign.

## **NEW BUSINESS**

- **SWIO PLANNING GRANT**
  - Ian Smith secured a \$50,000 planning grant for all commercial area and trail storm water planning.
- **OSC AUDIT RESULTS**
  - The results of the audit performed by the Office of the State Comptroller were reviewed by Deputy Mayor Tom Letter and Clerk Pam Kelly. Mayor will discuss recommendations.
- **EV CHARGING STATIONS**
  - Mayor met with Jacomb Company to start the process for EV Charging Station Application. One location next to the bus stop and one at the entrance of the village hall driveway on the right.
  - Because Odessa is a low-income community, we are looking at no out-of-pocket expense.

- From last week's meeting it will be one year to implementation.
- The village maintains them after installation.

**TRUSTEE COMMENTS:** Pam Cicconi asked if a handrail can be installed at the front door of the new office. She also asked if a water spicket could be put in at the welcome sign at the sewer plant. Unfortunately, the closest water line is too far away to make this happen. Kristine asked if there is a way to pay water bills online. The village does have the required software to be able to do this.

**MAYOR COMMENTS:**

- Coffee Shop—Is now open. Please go in and support this new local business.
- Two Cats Cakery—Will be opening sometime soon. The renovations are almost completed.
- Tompkins Bank—It is believed that there is an interested buyer for the bank.
- The mayor will have a meeting with C & S Engineers to look into putting a solar field on village-owned property that could be used by residents. The logistics of such a project will be discussed.

**CORRESPONDENCE:** None

**The board entered into executive session at 7:42 pm and exited executive session at 7:55 pm.**

**ADJOURN**

A motion was made at 7:56 pm by Alijia Bailey, seconded by Kristine Gardner. Meeting adjourned.



**REGULAR BOARD MEETING  
VILLAGE OF ODESSA  
JULY 3, 2023, 6:30PM**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Mayor Gerry Messmer	Trustee Pam Cicconi	Dep. Mayor Thomas Letteer, Jr.-Absent
Clerk-Treasurer Pamela Kelly	Trustee Alijia Bailey-Absent	Fire Chief Adam Mahnke
DPW Supt. Steve Siptrott	Trustee Kristine Gardner-Absent	Code Enf. Harold Russell-Absent

**OTHERS IN ATTENDANCE:** None

**PUBLIC ATTENDEES:** None

**APPOINTMENTS:** None.

**REPORTS**

**CODE ENFORCEMENT:** Not present.

**DPW REPORT:** They are trying to keep up with mowing. Water testing is done and all passed. He is waiting for a sampling spigot for testing sewer water. The skid steer was no longer under warranty so the repairs were not covered but still needed to be completed.

**FIRE DEPT:** The department had 39 total calls in June: 3 fire, 22 EMS and 14 other. The 24 hour race is not July 15-16. Schuyler EMS will be on standby for this. A pulled pork fundraiser will be held on July 15 at the Harley shop on Route 13. A Paint and Sip fundraiser will be held on July 22. A chicken BBQ will be held on August 12. Our Odessa Coffee Shop is the first to have a sprinkler system installed in our fire district. The fire on Brooklyn Terrace was deemed to be accidental. Code Enforcement was notified. Adam will be unavailable from July 6-July 10 and Steve will be the main contact during this time.

**CLERK**

**Resolution 05-2023-24**  
**VOUCHERS**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the July 2023 Vouchers in the Amount of \$232,501.36.

**Motion by:** Kristine Gardner  
**Second:** Alijia Bailey  
**Vote:** All in Favor—Motion Carried

**Resolution 06-2023-24**

## MINUTES

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves Minutes for June 5, 2023, Regular Board Meeting.

Motion by: Kristine Gardner  
Second: Alijia Bailey  
Vote: All in Favor—Motion Carried

### **Resolution 07-2023-24** **CLERK/DEPT. CLERK VACATION**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the closing of the Village Clerk's Office for the week of July 24-28, 2023.

Motion by: Kristine Gardner  
Second: Alijia Bailey  
Vote: All in Favor—Motion Carried

Due to there not being a quorum to vote on the above resolutions, the clerk sent out an email to all trustees asking for their approvals. The following Ayes were received: Kristine Gardner 11:08 am; Alijia Bailey 3:31 pm; Pam Cicconi 3:36 pm and Gerry Messmer 1:12 pm. A formal approval was done at the August 2023 meeting to confirm the above information.

## OLD BUSINESS

- **WWTP**
  - In the process of final long-term financing at 0% interest.
  - Once completed all outstanding invoices will be paid.
- **PLANNING BOARD**
  - A date needs to be determined for the board to meet as the planning board to discuss the way forward for the village.
  - We will put a request on the Facebook page and ask interested parties to contact the village office.
- **WATER PROJECT**
  - Water project is no longer slated to go out for bid in June.
  - Income surveys are completed. The indication is that the village will meet the criteria for 0% long-term financing for this project.
  - A meeting was held with JHA on June 13, 2023.
- **NEW LOCATION**
  - The school will provide key fobs for use to obtain diesel fuel once the school board gives final approval. Ask Adam if this has taken place yet. Per Adam, this has not yet happened.
  - NYSEG service required to move forward any further with the community room project.
  - Arbor Development is looking to expand Sydney Place behind the current location. They will have to come before the board as the acting Planning Board with their plans.
- **COTTON HANLON BRIDGE PROJECT**

- Jim Howell is concerned with the proposed detour. However, the end of MacDowell is not in the village limits so we have no real say in how the details are worked out.
- **PARK COMMITTEE**
  - Bruno Shickel conducted a review of all of the culverts on the trail with a DEC Engineer. The hand-laid culverts all meet the requirements to remain.
  - Shickel Construction has volunteered an excavator and an operator to clean out all of the culverts on the trail.
  - Ian Smith with SWIO will work with Bruno on drainage projects for our grant.
  - Once the trail culverts are cleaned out, the drainage may affect MacDowell Road ditches.
- **VILLAGE RECYCLING PROGRAM**
  - The village is now a part of the recycling program run by the Town of Catharine. Residents may take their recycles to the highway garage every Saturday morning from 9 am until 11 am.
  - The contract was emailed for the mayor to sign.

### **NEW BUSINESS**

- **SWIO PLANNING GRANT**
  - Ian Smith secured a \$50,000 planning grant for all commercial area and trail storm water planning.
- **OSC AUDIT RESULTS**
  - A notice was sent to all board members regarding the results of the audit.
  - The clerk is required to publish the results in the official village paper.
- **EV CHARGING STATIONS**
  - Mayor met with Jacomb Company to start the process for EV Charging Station Application. One location next to the bus stop and one at the entrance of the village hall driveway on the right.
  - Because Odessa is a low-income community, we are looking at no out-of-pocket expense.
  - From last week's meeting it will be one year to implementation.
  - The village maintains them after installation.

**TRUSTEE COMMENTS:** Pam asked if we could please install a railing at the new office front door. She also asked if everyone in the village will be getting new pipes with the water project. Gerry stated that a new Federal Mandate states that there will be no lead pipes going to any homes. The engineers are looking into this, as our project only replaces the lines up to the curb stop. Pam stated that Micheal Brown from Clean Energy will be having a kiosk at the Bucket's Block Party on August 14.

**MAYOR COMMENTS:** The mayor stated that we will be getting all new fire hydrants with the new water system. He also stated that due to there not being a quorum at this month's meeting, the clerk will process the payments on the abstract as per the resolution from the Annual Meeting regarding advance payment of said abstract. The clerk will also send an email to all board members. Formal approval at the August meeting.

**CORRESPONDENCE:** None.

### **ADJOURN**

A motion was made at 7:25 pm by Pam Cicconi, seconded by Gerry Messmer. Meeting adjourned.



# REGULAR BOARD MEETING VILLAGE OF ODESSA AUGUST 7, 2023, 6:30PM

## CALL TO ORDER

## PLEDGE OF ALLEGIANCE

### ROLL CALL

Mayor Gerry Messmer

Clerk-Treasurer Pamela Kelly

DPW Superintendent Steve Siptrott

Trustee Pam Cicconi

Trustee Alijia Bailey

Trustee Kristine Gardner

Trustee Thomas Letteer, Jr.

Fire Chief Adam Mahnke

Code Enf. Harold Russell

OTHERS IN ATTENDANCE: None

PUBLIC ATTENDEES: Richard Decker came to update the board on the progress at the new community room. The main room is wired. Exit lights need to be installed. Outside plugs will be added. Tom Cook needs to come and design the septic so that we can get it approved by the county. The heat pumps are in but won't be installed until after the sheetrock work is completed. There will be LED lighting with two zones and a dimmer switch. There will be outside lights at all doors. Smoke detectors need to be installed. The main thing he is waiting for is NYSEG to come and put up the pole with the transformer on it.

APPOINTMENTS: None.

### REPORTS

CODE ENFORCEMENT: The house on Church Street has been sold. The new owners are starting cleanup. A structural engineer will have to certify that the home is livable before anyone occupies it. A meeting will be held with Guy Krough regarding the legal way to deal with property maintenance issues in the future.

DPW REPORT: The Department of Labor came and said our boiler had not been inspected even though Hartford Steam Boiler confirmed an appointment to do this back in December of 2022. The clerk will contact them to see why the information was not sent to the state. Keeping up with mowing and brush pick up.

FIRE DEPT: The department had 39 calls in July: 1 structure fire, 24 EMS and 14 other. The chicken bbq is this Saturday (08/12/23) at noon until sold out. The paint and sip fundraiser went well and the department will hold another one in the future. Compliance Testing is underway. There are two firefighters take the IFO (Interior Firefighting Operations) class. They have a new Junior Member, Savannah Dorn and Brittany Cain was terminated.

**CLERK**

**Resolution 08-2023-24**  
**VOUCHERS**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the August 2023 Vouchers in the Amount of \$164,797.36.

Motion by: Tom Letteer, Jr.  
Second: Pam Cicconi  
Vote: All in Favor—Motion Carried

**Resolution 09-2023-24**  
**MINUTES**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves Minutes for July 3, 2023, Regular Board Meeting.

Motion by: Kristine Gardner  
Second: Pam Cicconi  
Vote: All in Favor—Motion Carried

**Resolution 10-2023-24**  
**CLERK/DEPT. CLERK VACATION**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the closing of the Village Clerk's Office for the week of August 16-18, 2023.

Motion by: Kristine Gardner  
Second: Pam Cicconi  
Vote: All in Favor—Motion Carried

**OLD BUSINESS**

- **WWTP**
  - In the process of final long-term financing at 0% interest.
  - Once completed all outstanding invoices will be paid.
  
- **PLANNING BOARD**
  - A date needs to be determined for the board to meet as the planning board to discuss the way forward for the village.
  - We will put a request on the Facebook page and ask interested parties to contact the village office.
  - Arbor Development is looking to expand Sydney Place behind the current location. They will have to come before the board as the acting Planning Board with their plans.
  
- **WATER PROJECT**
  - The mayor met with both the CEO and VP of JHA to discuss what is going on and when it will go to bid since it missed the June deadline. This project needs to be done in conjunction with the DOT Main Street and sidewalk project. As a result of this meeting, the VP will now inform the village weekly of the status of the project.

- Income surveys are completed. The indication is that the village will meet the criteria for 0% long-term financing for this project.
- We are still waiting on an easement from OMCS.
- The project will hopefully go out for bid in October, which would still keep us on track with the Main Street rehabilitation project. The treatment plant will go out for bid in November.
- **NEW LOCATION**
  - The school has provided key fobs for use to obtain diesel fuel. DPW does not have theirs yet.
  - NYSEG service required to move forward any further with the community room project. Richard and Gerry met with them on Monday, July 24, 2023, to discuss power to the community center and the fire department building. The fire department will have to use the existing pole out by the road and run an underground line to their building.
- **COTTON HANLON BRIDGE PROJECT**
  - Jim Howell is concerned with the proposed detour. However, the end of MacDowell is not in the village limits so we have no real say in how the details are worked out.
- **PARK COMMITTEE**
  - Bruno Shickel conducted a review of all of the culverts on the trail with a DEC Engineer. The hand-laid culverts all meet the requirements to remain.
  - Shickel Construction has volunteered an excavator and an operator to clean out all of the culverts on the trail.
  - Ian Smith with SWIO will work with Bruno on drainage projects for our grant.
  - Once the trail culverts are cleaned out, the drainage may affect MacDowell Road ditches.
- **VILLAGE RECYCLING PROGRAM**
  - The village is now a part of the recycling program run by the Town of Catharine. Residents may take their recycles to the highway garage every Saturday morning from 9 am until 11 am.
  - The contract was emailed for the mayor to sign.
  - We received a quote for \$900 per month from Greenleaf for curbside recycling, which is still double what we were paying. We will revisit this situation in March and possibly put it out for bid again.
- **SWIO PLANNING GRANT**
  - Ian Smith secured a \$50,000 planning grant for all commercial area and trail storm water planning.
- **OSC AUDIT RESULTS**
  - A notice was sent to all board members regarding the results of the audit.
  - The clerk published that the results were available in the official village paper.
- **EV CHARGING STATIONS**
  - Mayor met with Jacob Company to start the process for EV Charging Station Application. One location next to the bus stop and one at the entrance of the village hall driveway on the right.
  - Because Odessa is a low-income community, we are looking at no out-of-pocket expense.
  - From last week's meeting it will be one year to implementation.
  - The village maintains them after installation.
  - Grant application on hold as Governor Hochul cancelled the funding.

**NEW BUSINESS**

• **BUCKET BAR AND GRILL BLOCK PARTY**

- The Bucket will hold its Block Party on Monday, August 14<sup>th</sup>. They are requesting Church Street to be closed from Main to First for the event.

**Resolution 11-2023-24**

**CLOSE CHURCH STREET FOR BLOCK PARTY**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the closing of Church Street from Main Street to First Street for the Bucket Bar and Grill Block Party on Monday, August 14, 2023, between the hours of 2 pm and 8 pm

Motion by: Gerry Messmer

Second: Alijia Bailey

Vote: All in Favor—Motion Carried

**TRUSTEE COMMENTS:** Kristine has had several people ask her if the village could post a reminder on the Facebook page about cleaning up after your dogs. The clerk will take care of this.

**MAYOR COMMENTS:** Things are moving along with all of the projects in the village. The Clean Energy Campaign will have a booth set up at the block party to discuss with residents the installation of heat pumps. The water project is on track now and the trail will be completed very soon. The bakery and the coffee shop are nice additions to the village.

**CORRESPONDENCE:** None.

**ADJOURN**

A motion was made at 7:50 pm by Alijia Bailey, seconded by Kristine Gardner. Meeting adjourned.



**REGULAR BOARD MEETING  
VILLAGE OF ODESSA  
SEPTEMBER 5, 2023, 6:30PM**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Mayor Gerry Messmer	Trustee Pam Cicconi	Trustee Thomas Letteer, Jr.-Absent
Clerk-Treasurer Pamela Kelly	Trustee Alijia Bailey	Fire Chief Adam Mahnke
DPW Superintendent Steve Siptrott	Trustee Kristine Gardner--Absent	Code Enf. Harold Russell-Absent

**OTHERS IN ATTENDANCE:** None

**PUBLIC ATTENDEES:** Elizabeth Watson came to give an update on the Walkability Project. The grant for \$10,000 was awarded and she will seek help in writing the plan for the Complete Streets program. She asked what the main things were that the board would like to see. Sidewalks are the main priority both inside the village and leading to the new trail. Also, once the DPW building is no longer needed for that purpose, it could be repurposed into parking and a playground. The sidewalks around the school would be the most important. The school could be the hub. Elizabeth will draw something up and discuss it with the team so that they can hear the board's ideas. The village could do a sidewalk study to assess the conditions of any existing sidewalks or lack thereof.

**APPOINTMENTS:** None.

**REPORTS**

**CODE ENFORCEMENT:** No report, as Harold was not present.

**DPW REPORT:** All of the mowing is caught up. They have been picking up a lot of brush. Steve is working on a way to get the samples of the wastewater at the sewer site for testing.

**FIRE DEPT:** The department had 33 calls in August: 1 structure fire, 19 EMS and 13 others. The total calls for the year so far are 173. The chicken barbeque was a sellout. Fire Prevention Week will all be done as an online event. The department would like the village board to declare a 10-ton porta power as surplus so they can sell it, as it is no longer used. Adam will be out of town from September 10-14, at which time Steve will be the emergency contact. Adam may be available by email during that time. Adam asked if it could be posted in the minutes that the contact person for any community room rentals/issues is the Village Clerk/Treasurer if someone fails to get a key for the date of their rental beforehand. The 911 center will also be advised to contact the village clerk, not the fire department. Adam asked if there would be 10<sup>th</sup> mile markers installed on the new trail for use as medical markers in case of a rescue call. Adam is

willing to ask for the steel signs from the department, as well as manpower to install them, but would need around 20 posts. Adam inquired as to whether anyone has heard what might be going on this year for Halloween. The clerk will contact the Wesleyan Church prior to the October meeting to see if they plan to do their parade and trunk or treat.

**Resolution 16-2023-24**  
**DECLARE 10-TON PORTA POWER AS SURPLUS**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves declaring a 10-ton porta power no longer used by the fire department as surplus for the purpose of selling the item.

Motion by: Gerard Messmer  
Second: Pam Cicconi  
Vote: All in Favor—Motion Carried

**CLERK**

**Resolution 12-2023-24**  
**VOUCHERS**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the September 2023 Vouchers in the Amount of \$47,094.38.

Motion by: Gerard Messmer  
Second: Pam Cicconi  
Vote: All in Favor—Motion Carried

**Resolution 13-2023-24**  
**MINUTES**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves Minutes for August 7, 2023, Regular Board Meeting.

Motion by: Gerard Messmer  
Second: Pam Cicconi  
Vote: All in Favor—Motion Carried

**OLD BUSINESS**

- **WWTP**
  - Long-term financing at 0% interest has closed.
  - All outstanding invoices were submitted to EFC. Only a portion of them were covered by the long-term loan. The balance must be submitted to STCR for payment with the \$200,000 grant.
  - The village is fighting to obtain the \$200,000 Grant, as USDA was never going to be able to award it due to the time frame of when it was awarded to the village.
  
- **PLANNING BOARD**
  - A date needs to be determined for the board to meet as the planning board to discuss the way forward for the village.
  - A request was put on the Facebook to ask interested parties to contact the village office. This notice was also put on the village website and a Notify Me alert was sent out. If no candidates come forward via these means, the clerk will put an advertisement in the Hi-Lites.

- Arbor Development is looking to expand Sydney Place behind the current location. They will have to come before the board as the acting Planning Board with their plans.
- **WATER PROJECT**
  - Income surveys are completed. The indication is that the village will meet the criteria for 0% long-term financing for this project.
  - An easement from OMCS has been received.
  - The project will hopefully go out for bid in October, which would still keep us on track with the Main Street rehabilitation project. The treatment plant will go out for bid in November.
  - DOH needs three more items to finish the approval of the project.
- **NEW LOCATION**
  - DPW does not have their key fob for fuel use.
  - NYSEG service required to move forward any further with the community room project. NYSEG came and marked out where the pole will go. A payment was sent to NYSEG to cover the cost of the transformer.
  - The septic is in the process of being done by Cookie's Construction. The permit will need to be renewed, as it expired in July.
  - Arbor Development is at the point that the village will need to address the legal side of the transaction.
  - Cleanup was done around the property and it looks much better.
- **COTTON HANLON BRIDGE PROJECT**
  - Jim Howell is concerned with the proposed detour. However, the end of MacDowell is not in the village limits so we have no real say in how the details are worked out.
  - Payments have been being put through the CHIPs program for processing.
- **PARK COMMITTEE**
  - Shickel Construction has completed all of the work on the trail (all by donation of time and equipment) and it is now open for use.
  - Ian Smith with SWIO will work with Bruno on drainage projects for our grant.
  - Once the trail culverts are cleaned out, the drainage may affect MacDowell Road ditches.
  - ATV's and motorcycles have already been abusing the trail. It is considered trespassing and always has been even when the trail was owned by Fairman Drilling.
  - Per the contract with Finger Lakes Land Trust, who paid for half the trail, no motorized vehicles are allowed. They make the determination on who/what can use the trail not the village.
  - A greyhound rescue organization will be coming to walk their dogs on the trail. They will also contact the village about donating a pole and collection bags.
- **VILLAGE RECYCLING PROGRAM**
  - We received a quote for \$900 per month from Greenleaf for curbside recycling, which is still double what we were paying. We will revisit this situation in March and possibly put it out for bid again.
- **SWIO PLANNING GRANT**
  - Ian Smith secured a \$50,000 planning grant for all commercial area and trail storm water planning.
- **EV CHARGING STATIONS**
  - Mayor met with Jacob Company to start the process for EV Charging Station Application. One location next to the bus stop and one at the entrance of the village hall driveway on the right.
  - Because Odessa is a low-income community, we are looking at no out-of-pocket expense.

- From last week’s meeting it will be one year to implementation.
- The village maintains them after installation.
- Grant application on hold as Governor Hochul cancelled the funding.

**NEW BUSINESS**

• **OMCS HOMECOMING PARADE ROAD CLOSURE**

- The OMCS Homecoming will be held on Friday, September 29,2023. They are requesting road closure for a parade from the school parking lot up College Avenue to Speedway across Church Street to Merchant Avenue to Maple back to the school.

**Resolution 14-2023-24**

**CLOSE STREETS FOR HOMECOMING PARADE**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the closing of College Avenue, Speedway, Merchant and Maple for the OMCS Homecoming Parade on September 29, 2023.

Motion by: Alijia Jean Bailey

Second: Pam Cicconi

Vote: All in Favor—Motion Carried

• **COTTON HANLON ROAD BRIDGE RESOLUTION—TABLED UNTIL OCTOBER**

**BRIDGE NY RESOLUTION BY MUNICIPALITY**

**Bridge Project 2215900**

**RESOLUTION NUMBER: 15-2023-24**

WHEREAS, a project for the Bridge Replacement (BIN 2215900) Cotton Hanlon Road over Deckertown Creek, Village of Odessa, Schuyler County, P.I.N. 6755.53 (the Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 95% Federal funds and 5% non-federal funds; and

WHEREAS, the Village of Odessa will design, let and construct the Project: and

WHEREAS, the Village of Odessa desires to advance the Project by making a commitment of 100% of the costs of the work for the Project or portions thereof.

NOW, THEREFORE, the Odessa Village Board, duly convened does hereby

RESOLVE, that the Odessa Village Board hereby approves the above-subject Project; and it is hereby further

RESOLVED, that the Odessa Village Board hereby authorizes the Village of Odessa to pay 100% of the cost of Design, Right of Way Incidentals, and Right of Way Acquisition work for the Project or portions thereof, with the understanding that qualified costs may be eligible for federal-aid, state-aid, or reimbursement from Bridge NY funds; and it is further

RESOLVED, that the sum of \$335,000 is hereby appropriated from General Fund and made available to cover the cost of participation in the above phase(s) of the Project; and it is further

RESOLVED, that the Odessa Village Board hereby agrees that the Village of Odessa shall be responsible for all costs of the Project which exceed the amount of federal-aid, state-aid, or NY Bridge funding awarded to the Village of

Odessa; and it is further

RESOLVED, that in the event the Project costs not covered by federal-aid, state-aid, or NY Bridge funding exceed the amount appropriated above, the Village of Odessa shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department of Transportation thereof; and it is further

RESOLVED, that Village of Odessa hereby agrees that construction of the Project shall begin no later than twenty-four (24) months after award and the construction phase of the Project shall be completed within thirty (30) months; and it is further

RESOLVED, that the Mayor of the Village of Odessa be and is hereby authorized to execute on behalf of the Village of Odessa all necessary agreements, certifications or reimbursement requests for federal-aid and/or state-aid with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the Village of Odessa's funding of Project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible; and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further

RESOLVED, this Resolution shall take effect immediately.

Motion by:

Second:

Vote:

**TRUSTEE COMMENTS:** Pam asked who is responsible for mowing the property next to the sewer plant. The church is and Gerry will speak to them about getting it done. Pam received a text about how nice the new location looks after the cleanup was done. The OCCO will most likely be disbanding. Alijia asked when the roads will be repaired, as some of them are getting very bad. Gerry stated that with the water project starting next summer, it would not make sense to do any major repairs until after that installation since all of the roads will be dug up to put in the new water lines.

**MAYOR COMMENTS:** Dumpster Day is Saturday, September 9 from 8 am until 11 am. Any board members who can come and help would be appreciated.

**CORRESPONDENCE:** None

**ADJOURN**

A motion was made at 7:45 pm by Alijia Jean Bailey, seconded by Pam Cicconi. Meeting adjourned.



**REGULAR BOARD MEETING  
VILLAGE OF ODESSA  
OCTOBER 2, 2023, 6:30PM**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Mayor Gerry Messmer	Trustee Pam Cicconi	Trustee Thomas Letteer, Jr.
Clerk-Treasurer Pamela Kelly	Trustee Alijia Bailey	Fire Chief Adam Mahnke
DPW Superintendent Steve Siptrott	Trustee Kristine Gardner	Code Enf. Harold Russell

**OTHERS IN ATTENDANCE:** Ryan Bell from the NYSDOH, Bureau of Water Supply, was present to go over information with the board regarding the Drinking Water Source Protection Program (DWSP2). All wells were tested and mapped in 2004. An inventory of potential contaminants was done, along with a susceptibility rate. But the testing stopped there. No plans were put into place. His office is revitalizing the 2004 testing. Communities will be allowed to develop their own plan. Free technical assistance will be provided. This will ensure a tailor-made plan for every community. They have a Geohydrologist on staff to assess our wells. We can then formulate a stakeholder's group to be a go between advisor for the state. This group would help with the plans and steps to be given to the state. Meetings could be flexible and be held either monthly or bi-monthly with the technical assistance provider. Our source water is generally what the board is most concerned with. This study will fill in the gaps of what is going on with the new water treatment plant and potential contaminants. The question of where our new water project would stand if contaminants were found was brought up. Ryan explained that this would not stop the project and that DEC would be contacted.

**Resolution 21-2023-24**  
**MOVE AHEAD WITH DWSP2 PROGRAM**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves moving ahead to be a part of the Drinking Water Source Protection Program.

**Motion by:** Gerry Messmer  
**Second:** Pam Cicconi  
**Vote:** All in Favor—Motion Carried

**PUBLIC ATTENDEES:** Peg Tomassi, Teresa Letteer, Gary Hansen and April Mann were all at the meeting to express their interest in becoming members of the planning board. (Sierra Hulbert also sent an email to the village expressing her interest as well.)

At this time discussion was held on allowing interested parties who live outside the village limits to become members of the Planning Board. Some felt it was a good idea, while others felt there should be a limit to who should be allowed to join. After discussion, it was decided that only persons residing in the Town of Catharine would be considered. However, the majority of the members **MUST BE** village residents.

**Resolution 22-2023-24**  
**ALLOW NON-VILLAGE RESIDENTS ON PLANNING BOARD**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves allowing Town of Catharine residents to join the Village Planning Board. However, the majority of the Planning Board must be made up of Village of Odessa residents.

**Motion by:** Gerry Messmer  
**Second:** Thomas Letteer, Jr.  
**Vote:** All in Favor—Motion Carried

Peggy Tomassi asked if the Hometown Hero banners would be taken down this year, as this was promised to the purchasers. Gerry stated that we no longer have access to the bucket truck we were using to do this, which is why they were not taken down last fall. Gary Hansen may know where we can get one and will try to get information to us. Peggy also asked if the big potholes on Merchant that were caused by plowing could be filled in. Steve will fill with millings.

It was brought up that when the Wickham's were using the gravel pit, they donated money to the village to cover damage to the roads. Could someone look into getting money from Paelangoli, as they are the ones who now lease the pit.

**APPOINTMENTS:** None.

**REPORTS**

**CODE ENFORCEMENT:** Because the village is a Climate Smart Community, there are points out there for the training Harold took and for the installation of heat pumps within the community. Harold had a lengthy conversation with our attorney, Guy Krough about the proper way to write property maintenance tickets. If not done correctly, the judge has a hard time prosecuting the offenses. Guy is working with Harold so this situation can be resolved.

**DPW REPORT:** The DPW had to purchase a new wiring harness for the red truck, as it had the wrong one on it for our plow. Leaf and brush pickup is underway. Residents just need to put out to the curb so Steve can pick it up.

**FIRE DEPT:** The department had 32 total calls in August: 20 EMS and 12 others. Adam will be out of town from October 8-14 and unavailable. Steve will be the contact person for the fire department during this absence. The department has obtained posts for the markers on the trail. The department may also have signs donated. They will either be green or yellow. The color helps the 911 center know which trail a person is on during an emergency. The Homecoming Parade went well. A nationwide emergency text will go out to all cell phones on October 4, 2023, at 2:20 pm. This is only a test.

**CLERK**

**Resolution 17-2023-24**  
**VOUCHERS**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the October 2023 Vouchers in the Amount of \$68,051.46.

**Motion by:** Kristine Gardner  
**Second:** Alijia Jean Bailey  
**Vote:** All in Favor—Motion Carried

**Resolution 18-2023-24**

**MINUTES**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves Minutes for September 5, 2023, Regular Board Meeting.

Motion by: Thomas Letteer, Jr.

Second: Kristine Gardner

Vote: All in Favor—Motion Carried

**OLD BUSINESS**

• **WWTP**

- Long-term financing at 0% interest has closed.
- ARC assigned the Grant to USDA-RD who has rescinded the Grant because we were never going to meet the USDA-RD requirements, no matter what. This Grant was dead in the water from the start.
- The mayor has pushed it to Congressman Langworthy and Senator O'Mara for political help. A high-level meeting is being held to transfer the grant from USDA to a new funding agency so the village can still receive the funds.

• **PLANNING BOARD**

- We put a request on the Facebook page and have not had any response.
- We should possibly vote to allow people outside the Village to be on the Planning Board. One in the Alpine area is interested in joining.
- See previous Resolution 22-2023-24 pertaining to allowing members who live outside of the village.

• **WATER PROJECT**

- We have DOH approval and the letter from USDA-RD allowing us to go to bid.
- The clerk will post the project in the official newspaper on October 18, 2023. Phase 1 is for the new water system (pipes and hookups) and Phase 2 will bid separately for the treatment plant in the near future.
- We are still on track with the Main Street rehabilitation project. One side of the road at a time will be done and DOT will come behind and finish.

• **NEW LOCATION**

- NYSEG service required to move forward any further with the community room project. NYSEG came and marked out where the pole will go. A payment was sent to NYSEG to cover the cost of the transformer.
- The septic is in the process of being done by Cookie's Construction. The permit will need to be renewed, as it expired in July.

• **COTTON HANLON BRIDGE PROJECT**

- See resolution. Each time a new amount is needed a new resolution will need to be passed.
- Gerry will meet with Chemung Canal Trust to fund the incremental payments.
- The design is approved and will be going out for bid soon.

• **PARK COMMITTEE**

- Ribbon Cutting was a huge success.
- Ian Smith with SWIO will work with Bruno on drainage projects for our grant.
- Russell Nelson will be donating markers.

- Part of the trail needs guardrails. We need to look into the Trail Town program to see what they can help with.
  - The trail can now be found on both Google Maps and All Trails.
  - John Jelliff shared some history of the trains that used to travel the rail. There were two sabotage attempts during the 1940's where derailing of the train was attempted. There was also a huge wreck on our portion. Story boards may be installed detailing this history.
  - There are a lot of people using the trail. The feed back has been mostly positive. It was suggested to put a bench near the large oak tree on the Hayes Road end as a possible proposal site.
  - Zachary Martz has a "farming" easement that dates back to the 1940's and now wants to use that to do logging. The mayor spoke with the logger who stated they would try to get an easement from a property owner above the trail. Otherwise, the logger will ruin the trail by going over it and using the large hill.
- **SWIO PLANNING GRANT**
    - Ian Smith secured a \$50,000 planning grant for all commercial area and trail storm water planning.
    - ECO storm drains are being looked at for the business district.
  - **EV CHARGING STATIONS**
    - Grant application on hold as Governor Hochul cancelled the funding.
  - **COTTON HANLON ROAD BRIDGE RESOLUTION—TABLED IN SEPTEMBER**

**BRIDGE NY RESOLUTION BY MUNICIPALITY  
 Bridge Project 2215900  
 RESOLUTION NUMBER: 15-2023-24**

WHEREAS, a project for the Bridge Replacement (BIN 2215900) Cotton Hanlon Road over Deckertown Creek, Village of Odessa, Schuyler County, P.I.N. 6755.53 (the Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 95% Federal funds and 5% non-federal funds; and

WHEREAS, the Village of Odessa will design, let and construct the Project: and

WHEREAS, the Village of Odessa desires to advance the Project by making a commitment of 100% of the costs of the work for the Project or portions thereof.

NOW, THEREFORE, the Odessa Village Board, duly convened does hereby

RESOLVE, that the Odessa Village Board hereby approves the above-subject Project; and it is hereby further

RESOLVED, that the Odessa Village Board hereby authorizes the Village of Odessa to pay 100% of the cost of Design, Right of Way Incidentals, and Right of Way Acquisition work for the Project or portions thereof, with the understanding that qualified costs may be eligible for federal-aid, state-aid, or reimbursement from Bridge NY funds; and it is further

RESOLVED, that the sum of \$335,000 is hereby appropriated from General Fund and made available to cover the cost of participation in the above phase(s) of the Project; and it is further

RESOLVED, that the Odessa Village Board hereby agrees that the Village of Odessa shall be responsible for all costs of the Project which exceed the amount of federal-aid, state-aid, or NY Bridge funding awarded to the Village of Odessa; and it is further

RESOLVED, that in the event the Project costs not covered by federal-aid, state-aid, or NY Bridge funding exceed the

amount appropriated above, the Village of Odessa shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department of Transportation thereof; and it is further

RESOLVED, that Village of Odessa hereby agrees that construction of the Project shall begin no later than twenty-four (24) months after award and the construction phase of the Project shall be completed within thirty (30) months; and it is further

RESOLVED, that the Mayor of the Village of Odessa be and is hereby authorized to execute on behalf of the Village of Odessa all necessary agreements, certifications or reimbursement requests for federal-aid and/or state-aid with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the Village of Odessa's funding of Project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible; and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further

RESOLVED, this Resolution shall take effect immediately.

Motion by: Kristine Gardner  
Second: Pam Cicconi  
Vote: All in Favor—Motion Carried

## **NEW BUSINESS**

- **NYSEG EASEMENT**

- The board needs to approve an easement for NYSEG so that they can install a new pole for the community center at 1928 County Road 15.

### **Resolution 20-2023-24**

#### **APPROVE NYSEG EASEMENT FOR NEW COMMUNITY CENTER**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the execution of an easement with NYSEG at 1928 County Road 15 for installation of new service at the community center building. The NYSEG Work Order for this request is #801000560930.

Motion by: Thomas Letteer, Jr.  
Second: Kristine Gardner  
Vote: All in Favor—Motion Carried

- **SET HOURS FOR HALLOWEEN TRICK OR TREATING**

- The Board will set up the date and hours for 2023 trick or treating hours.

### **Resolution 19-2023-24**

#### **SET 2023 TRICK OR TREAT DATE/TIME AND PARADE STREET CLOSURE**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves setting the date and time for trick or treating in the village as October 31, 2023, from 6 pm until 8 pm. The Wesleyan Church will hold their parade on the same night on College, Speedway, Merchant, and First Streets. The parade will

start and end in the school parking lot with judging at the end of the parade. Mitchell Place will be closed between College and Church for Trunk or Treat. Any village residents who wish to receive trick or treaters should have a porch light on. Please do not turn on your porch light if you do not wish to have children come to your door.

Motion by: Pam Cicconi  
Second: Kristine Gardner  
Vote: All in Favor—Motion Carried

**TRUSTEE COMMENTS:** Kristine asked when leaf pickup would be starting. Steve will pick up anytime residents put them out. There are dead trees in the wires on Mitchell Hollow Road. Who would be responsible for their removal? Gerry told her that this is NYSEG’s responsibility. There will be a haunted house at Cabins to Castles on October 27 and 28 from 6-p pm. A donation will be required to enter that will benefit the Veterans of Schuyler County. Alijia asked why we are not using CHIPs funds to do road repairs. Gerry explained that right now those funds are being used for the Cotton Hanlon Bridge Replacement. He also stated that not much road repair can be done until after the water project is completed, as all of the village streets will be dug up to put in the new water lines. Steve can use oil and stone once the project is completed. In order to pave, the roads would have to be taken all the way down and a base, binder and top would have to be put down. Alijia suggested that some money from the budget be put away each year to go towards fixing the streets in small sections so you wouldn’t have to go out for bid. She suggested using shared services and the county paver. The mayor will get in touch with Ken Thurston to find out if this is a possibility. Once the bridge is completed and the water project is done, CHIPs funds can be used for road repairs.

**MAYOR COMMENTS:** Gerry said everyone’s comments and concerns were great and he will do his best to address them. He apologized for not being able to answer them all at the time. He will be gone from October 6 to October 11. Tom will be in charge in his absence. Tom will also get an audit set up with Judge Goossen, as this needs to be completed as soon as possible. Gerry told the board that finding money in the budget and where it can be moved from to cover road repairs and storm drains would need to be part of the Budget Workshop when it happens. It is not an easy task to do when the village only gains around \$3700 from NYS allowed property tax increase.

**CORRESPONDENCE:**

**ADJOURN**

A motion was made at 8:31 pm by Alijia Jean Bailey, seconded by Kristine Gardner. Meeting adjourned.



**REGULAR BOARD MEETING  
VILLAGE OF ODESSA  
NOVEMBER 6, 2023, 6:30PM**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Mayor Gerry Messmer	Trustee Pam Cicconi	Trustee Thomas Letteer, Jr.
Clerk-Treasurer Pamela Kelly	Trustee Alijia Bailey	Fire Chief Adam Mahnke
DPW Superintendent Steve Siptrott	Trustee Kristine Gardner	Code Enf. Harold Russell--Absent

**OTHERS IN ATTENDANCE:** April Mann—Planning Board

**PUBLIC ATTENDEES:** Zack Martz, Raymond Martz, Scotty Hatch: Zack owns land adjacent to the trail on both sides and has a farming easement that dates back to 1892 and has a perpetuity standing. He wants to use the easement to log the land, which would require crossing the trail. The board needs to approve an updated easement that would then be drawn up by the lawyers for both parties. Zack has been making much needed repairs to culverts and the home. He is also taking care of invasive species. He has acquired a stewardship from DEC for light timbering. There is already an old logging trail there that his logger would re-open. Scotty Hatch, the logger, says he does not feel that his equipment would damage the trail although he did state that some digging would be required on the sides of the hill by the trail. Some vehicle traffic across the trail would need to be allowed so that Zack can reach his landlocked parcel for farming. The mayor stated that the owner and logger would be responsible for any damage to the trail and for repairs to bring it back to prior to logging status. He also stated that there cannot be any washouts after the logging is done.

**Resolution 26-2023-24**  
**APPROVE UPDATED EASEMENT**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves updating an easement dating back to 1892 for the landowner (currently Martz) who owns the property adjacent to the trail and attached to said easement. This easement will be updated by the legal counsel for both the village and the landowner and reviewed by the village prior to any logging taking place.

**Motion by:** Gerry Messmer III  
**Second:** Thomas Letteer, Jr.  
**Vote:** All In Favor—Motion Carried

**APPOINTMENTS:** None.

**REPORTS**

**CODE ENFORCEMENT:** Due to the absence of the Code Enforcement Officer, there was no report.

**DPW REPORT:** The tractor is broken so it cannot be used for leaf pickup. Steve will have to use the skid steer and the dump truck to get all of the leaves. He will also Dana at the Town of Montour to see if he has a tractor we can borrow. The white truck is out of service while it gets some needed repair work done.

**FIRE DEPT:** The department had 30 calls in October: 2 fire, 15 EMS and 13 others. The Boy Scouts will be doing their annual scouting for food on Saturday, November 11 and would like to use the garage at the new location as a drop off point since the community room is already rented out, which Gerry said is fine. Truck PM's and pump tests have all been done and that went well. The ATV is out of service for a few days while it gets some routine repairs completed. The can and bottle trailer is back. The department is holding another half cow raffle fundraiser. The winning ticket will be drawn at the January 22, 2024, meeting. See any member for tickets. They are also available at VanGalder Farms. The kids Christmas Party will be held on December 10, 2023, from 1 until 3 at the firehouse. Adam asked what the process is for accessing funds from their reserve account, as they may need some of the funds for this fiscal year. They are over budget on several line items.

### **CLERK**

- **APPROVE CLERK TIME OFF**

- The clerk would like approve to take the second Thursday off for the months of November through May to volunteer for the Learn Not To Burn Program.

### **Resolution 23-2023-24** **APPROVE CLERK TIME OFRF**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the time off request of the second Thursday of the months of November - May for the village clerk to attend Learn Not To Burn.

Motion by: Gerry Messmer III  
Second: Kristine Gardner  
Vote: All In Favor—Motion Carried

### **Resolution 24-2023-24** **VOUCHERS**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the vouchers for November 2023 in the amount of \$187,921.74.

Motion by: Thomas Letteer, Jr.  
Second: Pam Cicconi  
Vote: All In Favor—Motion Carried

### **Resolution 25-2023-24** **MINUTES**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the October 2023 meeting minutes.

Motion by: Pam Cicconi  
Second: Kristine Gardner  
Vote: All In Favor—Motion Carried

## OLD BUSINESS

### • WWTP

- Update on \$200,000 grant: Email for Tom O'Mara's office says that they are in the process of transferring the funds to EFC for distribution. The mayor will have a conference call with all involved parties to finalize.
- Waiting on Municipal Solutions for final calculations and setting usage fees

### • PLANNING BOARD

- Trail: School offered help with storyboard signs, both historical and botanical, and there is the potential for BOCES to build signs. Referred them to April Mann and JJ Jelliff.
- Village compost site: need to look at a couple locations to get it started.
- It was suggested that the village compose a business directory.

### • WATER PROJECT

- 1 Nov the Mayor and JHA held the pre-bid meeting with four contractors that will be bidding.
- Bids are due 20 Nov.
- We are still on track with the Main Street rehabilitation project. One side of the road at a time will be done and DOT will come behind and finish.

### • NEW LOCATION

- NYSEG: waiting on them to set the poles and run the line. Interior wiring is ready for hookup. Fred Fitch will be coming on November 8 to inspect.
- The septic is complete, and contractor is doing the plumbing. Ceiling is about to go in.
- It has been discovered that the roof causes condensation on the interior ceiling that drips. There will need to be an addendum to the work to address this issue by installing fans and a vapor barrier.
- A handrail still needs to be installed at the front door.

### • COTTON HANLON BRIDGE PROJECT

- Potential one year delay due to supply chain and long lead times for the steel. We do not know this for sure yet. Updates will be given as received.

### • Odessa-Hector Rail Trail

- Part of the trail needs guardrails.
- It was suggested to put a bench near the large oak tree on the Hayes Road end as a possible proposal site.
- Easement update.

### • SWIO PLANNING GRANT

- No change.

### • HOMETOWN HEROES

- Gary Hansen has secured a truck on November 13 from Walter Kent Funeral Home. The cost for this is \$100. The truck needs to be picked up at 9 am and returned the same day.

## NEW BUSINESS

- There was no new business reviewed at this meeting.

**TRUSTEE COMMENTS:** Pam had someone contact her and ask if the electric cables could be buried during the water/Main Street project. NYSEG had not been interested in doing this. Gerry will contact them to ask if they would consider, as they did this in Watkins Glen for their project. Kristine has several events coming up for area veterans, most notable being a Veteran's Day Service. She will be going to Washington D.C. to speak to congress regarding veteran benefits. Tom informed everyone that the annual justice audit was completed. Alijia had no comment.

**MAYOR COMMENTS:** The mayor passed out several pages of information: Revitalization Plan, email from OMCS regarding Grizzly Day on November 20 and their interest in helping with trail signs, information from Thomas DiNapoli regarding addressing rural challenges, and an email from Kelly Anderson from Real Property asking for timely reporting for each permit issued in the county so that they are more able to update their records and adjust property values. Gerry went over his revitalization plan and pointed out all of the items on it that have already happened, are in the process of happening or will probably never happen in the village.

**CORRESPONDENCE:** None

**ADJOURN**

A motion was made at 7:35 pm by Alijia Jean Bailey, seconded by Thomas Letteer, Jr. Meeting adjourned.



**REGULAR BOARD MEETING  
VILLAGE OF ODESSA  
DECEMBER 4, 2023, 6:30PM**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Mayor Gerry Messmer	Trustee Pam Cicconi	Trustee Thomas Letteer, Jr.
Clerk-Treasurer Pamela Kelly	Trustee Alijia Bailey	Fire Chief Adam Mahnke
DPW Superintendent Steve Siptrott	Trustee Kristine Gardner	Code Enf. Harold Russell--Absent

**OTHERS IN ATTENDANCE:** April Mann (Planning Board)

**PUBLIC ATTENDEES:** None

**APPOINTMENTS:** None.

**REPORTS**

**CODE ENFORCEMENT:** Due to the absence of Harold, there was no report given.

**DPW REPORT:** All of the small equipment has been repaired and is running except for the chipper. We have a leaky pump at the booster station that needs repair or replacement. It was suggested that the village purchase a portable welder that Steve can pull behind the truck to take to situations such as this and use for repairing. Steve asked if the board would find funds in the new budget for new Christmas decorations.

**FIRE DEPT:** The department had 20 calls in November: 12 EMS, 5 hazardous conditions and 3 others. The half-cow raffle is still going on and the winner will be drawn at the January fire department meeting. The kid's Christmas party will be held on December 10 from 1-3 pm. HE27 was out of service for a coolant leak, but that has now been repaired. The department will again take part in Seneca Santa on December 24<sup>th</sup>, beginning with breakfast at 8 am. The department took on one new member, Caleb Rozell. The board will have to formally approve Caleb by resolution at the January 2024 meeting.

**CLERK**

**Resolution 27-2023-24**  
**VOUCHERS**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approve the vouchers for December 2023 in the amount of \$34,120.89.

**Motion by:** Thomas Letteer, Jr.  
**Second:** Kristine Gardner  
**Vote:** All In Favor—Motion Carried

**Resolution 28-2023-24**  
**MINUTES**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approve the November 6, 2023, regular meeting minutes.

Motion by: Kristine Gardner  
Second: Alijia Jean Bailey  
Vote: All In Favor—Motion Carried

**OLD BUSINESS**

- **WWTP**
  - Update on \$200,000 grant: Email for Tom O’Mara’s office says that they are in the process of transferring the funds to EFC for distribution. The mayor will have a conference call with all involved parties to finalize.
  - Waiting on Municipal Solutions for final calculations and setting usage fees
  
- **PLANNING BOARD**
  - Trail: School offered help with storyboard signs, both historical and botanical, and there is the potential for BOCES to build signs. Referred them to April Mann and JJ Jelliff.
  - Village compost site: Need someone to head it up. Post on Facebook we are looking.
  - It was suggested that the village compose a business directory.
  
- **WATER PROJECT**
  - Vacri was the low bidder. They did the sewer. Waiting on USDA-RD approval of the bid to award it formally.
  - We are still on track with the Main Street rehabilitation project. One side of the road at a time will be done and DOT will come behind and finish.
  
- **NEW LOCATION**
  - NYSEG: poles have been set and line has been run. It has been inspected by Fred Fitch.
  - The septic is complete, and contractor is doing the plumbing. Ceiling is about to go in.
  - It has been discovered that the roof causes condensation on the interior ceiling that drips. There will be an addendum to the work to address this issue by installing a vapor barrier of spray foam, which was completed today.
  - A handrail still needs to be installed at the front door.
  - The clerk has purchased motion lights that need to be installed on the garage and by the front door.
  
- **COTTON HANLON BRIDGE PROJECT**
  - Potential one year delay due to supply chain and long lead times for the steel. We do not know this for sure yet. Updates will be given as received.
  
- **Odessa-Hector Rail Trail**
  - Part of the trail needs guardrails.
  - It was suggested to put a bench near the large oak tree on the Hayes Road end as a possible proposal site.
  - Easement update. Logger will work on the upper portion from Lower Foothill Road. Will not have to cross the trail.

- **SWIO PLANNING GRANT**

- No change.

**NEW BUSINESS**

- **SOUTHERN TIER RUNNING CLUB**

- I am the President of the Southern Tier Running Club (STRC), which leads several races in the region, and is looking to add more. In addition to supporting running and walking in the Twin Tiers, we aim to make the people and the communities we serve better through donations. Last year, we gave more than \$6,000 in scholarships to high school students, and my goal is to expand that tradition of giving back throughout the region. In addition, I am a 500+ time marathon finisher, with a healthy number of those events being held at least in part, on rail trails. Rail trails provide scenic and safe ways to engage in exercise, and their minimal road crossings and gentle grades provide the setting of enjoyable events with fewer logistics than a typical road race. Last August, I started the first parkrun in New York State on the Lackawanna Rail Trail in Elmira. I read about the opening of the Odessa-Hector Rail Trail in September and your mission to continue it further and wanted to see if you wished to collaborate on a way to gain funds for its expansion. We would aim to keep entry fees low (=<\$25) and the race short (5K or 4-miler) to gain the greatest participation. Add-ons like t-shirts and award medals could be purchased separately by participants if desired. STRC already carries insurance through the Road Runners Club of America. And again, after the usual expenses are paid (portable toilets, water, bibs, timing, postrace snacks), 100 percent of the remainder would be donated to the trail's future.
- Keith Rekczis volunteered to head this up for Odessa.

- **RESOLUTION ACCEPTING BID AND AUTHORIZING THE AWARD OF CONTRACT FOR THE VILLAGE OF ODESSA WATER DISTRIBUTION SYSTEM IMPROVEMENTS PROJECT, PHASE 1, PIPELINE**

- The board needs to accept the bid from Vacri Construction for Phase 1 of the Village Water Distribution System Improvements Project.

**Resolution 29-2023-24**

**APPROVE VACRI CONSTRUCTION BID FOR WATER PROJECT, PHASE 1**

**NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the bid of VACRI CONSTRUCTION CORPORATION. Their bid is hereby accepted for the construction of the improvement as described in the plans and specifications thereof, as previously ordered by the Board, and that the contract for the construction of same is now awarded to said contractor as follows: Base Bid: \$4,882,000; Bid Alternative: \$658,000; Total Bid Amount: \$5,540,000. This resolution as now adopted and shall be in full force and binding to the Village of Odessa, NY, upon the final approval of USDA-RD to award the bid once they receive the completed contract from Vacri Construction Corporation.

**Motion by:** Thomas Letteer, Jr.

**Second:** Kristine Gardner

**Vote:** All In Favor—Motion Carried

**TRUSTEE COMMENTS:** Kristine noted that there are several events coming up to benefit the area veterans such as a chili cook off on January 27, 2024, at the Burdett Fire House from 5-7:30 pm.

Pam Cicconi asked about the date of the January 2024 meeting, as it falls on a holiday. It was discussed to hold the meeting on January 2, 2024. However, the clerk noted that it would be necessary to look at the annual meeting minutes to determine what was approved at that time for this meeting. After checking the minutes, the date of this meeting was scheduled as January 8, 2024.

Thomas Letter, Jr., would like to get the Christmas festivities that the village used to have going again in 2024, as the new community room will be done and in use by then. He suggested bringing back the tree lighting ceremony along that was always held in conjunction with the kid's party.

**MAYOR COMMENTS:** A ceremony and open house will be held in the spring for the community room. A new fee schedule will also need to be adopted by the board, as we will no longer be able to accept "donation only" fees for the new space. The state is offering a grant for the construction of new fire departments that the village needs to apply for. Someone needs to take control and find a grant writer and work directly with the fire department to complete the grant. Code Enforcement will have to go through the structure to determine all of the issues at the 300 E. Main location. The engineering report and insurance claim denial can also be included with the grant. We are already looking to shared use at the new fire department and have shared use in our office.

**CORRESPONDENCE:** None

**ADJOURN**

A motion was made at 7:20 pm by Alijia Jean Bailey, seconded by Kristine Gardner. Meeting adjourned.