



**REGULAR BOARD MEETING
VILLAGE OF ODESSA
JANUARY 14, 2019 6:30PM**

The Regular Board Meeting of the Board of Trustees was called to order on January 14, 2019 at 6:30p.m. by Mayor Messmer.

ROLL CALL:

Mayor Gerry Messmer - Present	Deputy Mayor Thoman – Present
Trustee Hill- Present	Trustee O. Anne Centurelli–Absent
Trustee Letteer – Present	Code Enforcement Russell – Present
Fire Chief Tomassi –Present	1 st Asst. Chief Jelliff –Present
Superintendent Siptrott –Present	Clerk-Treasurer Pierce–Present

PUBLIC: Alicia Janke and Alyssa Wixson

SCOPED – Amanda Arnold Rodriguez - Amanda went over with the Board the 17 hours available to the Village for grants and planning. There is an Economic Forum on January 16 at the Harbor Hotel. The Annual meeting is the 27th of February.

John “JJ” Jelliff spoke about the OCCO and the status of their not for profit application, thoughts on a winter fundraiser

The Board spoke with Alicia Janke and Alyssa Wixson about the County Planning Commission spot, both are interested. The Board after discussion appointed Alicia Janke with Alyssa being a possible alternate if this were allowed.

Resolution 42-2018-19

Motion made by Mayor Messmer, seconded by Trustee Letteer to approve Alicia Janke to the Schuyler County Planning Commission to represent the Village of Odessa. Voted “Yes” by ALL. Motion Carried

REPORTS

CODE ENFORCEMENT

- Baptist Church is finishing up, need to change doors to escape doors
- Discussed Coddington Place issues.
- Discussed issues on Merchant Avenue

DPW REPORT:

- Reported on snow and ice issues and salter breakdowns.
- Need to complete testing to recertify for water license. Can do everything online.
- Low pressure issues on College Avenue, switched out two meters.
- Mayor Messmer discussed option to have as a backup, renting a back hoe, or borrowing Joel Moore's.
- Town of Catharine helped with salting during the ice storm, it was a big help.

FIRE DEPT. Chief Tomassi reported

- Banquet April 13th at Logan Ridge
- LaFrance was bought out, fire department will be checking out the company that purchased them.
- Board discussed dates for Special Election;

Resolution 43-2018-19

Motion made by Mayor Messmer, seconded by Deputy Mayor Thoman who moved:

A RESOLUTION CALLING A SPECIAL ELECTION UPON A BOND RESOLUTION AUTHORIZING, SUBJECT TO MANDATORY REFERENDUM, THE PURCHASE OF A PUMPER FIRE-FIGHTING VEHICLE IN AND FOR THE VILLAGE OF ODESSA, SCHUYLER COUNTY, NEW YORK, AT A MAXIMUM ESTIMATED COST OF \$754,593 AND AUTHORIZING THE ISSUANCE OF \$554,593 SERIAL BONDS OF SAID VILLAGE TO PAY A PORTION OF THE COST THEREOF.

WHEREAS, the Board of Trustees of the Village of Odessa, Schuyler County, New York, has heretofore adopted a bond resolution authorizing the issuance of \$554,593 serial bonds and the expenditure of \$200,000 equipment reserve fund monies to pay the cost of the purchase of a pumper fire-fighting vehicle in and for said Village, subject to mandatory referendum on the Board's own motion; and

WHEREAS, the Board of Trustees now desires to call a special election of said Village for the submission of a proposition thereon; NOW, THEREFORE, BE IT

RESOLVED, by the Board of Trustees of the Village of Odessa, Schuyler County, New York, as follows:

Section 1. A special election of the qualified electors of the Village of Odessa, Schuyler County, New York, shall be held on February 7, 2019, at the Village Hall for the purpose of voting upon a proposition relating to the bond resolution referred to in the preambles hereof. Voting shall be by paper ballot at such special election and shall be kept open between the hours of 12:00 o'clock Noon, to 9:00 P.M., Prevailing Time.

Section 2. The Village Clerk is hereby authorized and directed to give notice of such special election by publication in The Review and Express, a newspaper having a general circulation in said Village, the first publication of such notice to be made at least ten days prior to the time of such special election. In addition, the Village Clerk shall post or cause to be posted a copy of such notice in at least six conspicuous public places throughout said Village and at each polling place, such posting to be at least one day prior to such election. Said notice shall be in substantially the form attached hereto as Exhibit A and hereby made a part hereof.

Section 3. This resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Mayor Messmer	VOTING -YEA
Trustee Letteer	VOTING -YEA
Deputy Mayor Thoman	VOTING - YEA
Trustee Hill	VOTING - YEA

The resolution was thereupon declared duly adopted.

Clerk-Treasurer
Vouchers

Resolution 44-2018-19

Motion made by Deputy Mayor Thoman to approve January vouchers in the amount of \$13,851.60, seconded by Trustee Letteer. Voted "Yes" by ALL Motion Carried

MINUTES

Resolution 45-2018-19

Motion made by Trustee Letteer, seconded by Mayor Messmer to approve the minutes from December 17, 2018 Regular Board Meeting with correction to the SEQR resolution. Voted "Yes" by ALL Motion Carried

NEW BUSINESS:

- Election Resolutions for Election Inspectors:

Resolution 46-2018-19

Motion made by Trustee Hill, seconded by Deputy Mayor Thoman to appoint William Buckley and Virginia Peters and Election Inspectors for the February 7, 2019 Special Election and the March 19, 2019 Regular Election. Voted "Yes" by ALL Motion Carried

OLD BUSINESS:

Resolution 47-2018-19

Motion made by Trustee Thoman, seconded by Mayor Messmer to approve the purchase of two speed signs from Elan City in the amount of \$5,839 to be submitted for reimbursement to CHIPS. Voted "Yes" by ALL Motion Carried

Resolution 48-2018-19

Motion made by Mayor Messmer, seconded by Trustee Letter to adopt the Discrimination and Harassment Policy as submitted. Voted "Yes" by ALL Motion Carried

- Cat issues on Main Street – Tabled
- G&G Proposal for Income Survey – Mayor Messmer is working with Hunt on an alternative, hold off for now.

SEWER

- DEC Grant did not come in, working with Soil and Water to do testing and other options.

MAYOR

- Property auction – Jeff Parmenter now owns the property.
- Discussed overpass and DOT talking about removing it.

TRUSTEE COMMENTS

- Discussed various dates that the Mayor, Trustees and Clerk will be out of town.

CORRESPONDENCE:

- ❖ Charter Communications; 1/2/19
- ❖ NYSEG 3rd Quarter Gross Receipt tax
- ❖ HEAL Newsletter
- ❖ NYCOM Summary of Enacted and Vetoed Legislation

ADJOURNED

Motion to adjourn made at 8:28 p.m. by Trustee Hill, seconded by Trustee Letteer.

Respectively submitted by, Kristi A. Pierce, Clerk-Treasurer



**REGULAR BOARD MEETING
VILLAGE OF ODESSA
FEBRUARY 18, 2019 6:30PM**

The Regular Board Meeting of the Board of Trustees was called to order on February 18, 2019 at 6:30p.m. by Mayor Messmer.

ROLL CALL:

Mayor Gerry Messmer - Present	Deputy Mayor Thoman – Present
Trustee Hill- Present	Trustee O. Anne Centurelli–Present
Trustee Letteer – Present	Code Enforcement Russell – Present
Fire Chief Tomassi –Present	1 st Asst. Chief Jelliff –Present
Superintendent Siptrott –Present	Clerk-Treasurer Pierce–Present

PUBLIC: Pamela & Lou Cicconi, Coral & Dennis Pierce, Jeff Parmenter, DeWayne and Theresa Butler, Cathy Messmer, Breeana Bentley, Keith Pierce, Charlie Haeffner, David Patterson

Deputy Mayor Thoman presented Keith Pierce with the 2018 Citizen of the Year Award.

Keith Pierce made remarks and thanked the Board for the honor of the award, he also announced that this is Clerk Pierce’s last Board meeting.

The Board & Mayor Messmer thanked both Pierce’s for the contributions the past 15 years.

REPORTS

CODE ENFORCEMENT

- Baptist Church is finishing up,
- Discussed Coddington Place and Merchant Avenue issues.
- Discussed the cat issue and the Humane Society

DPW REPORT:

- Helped with water pipe break on Speedway
- Had Water break on Railroad, thanked Clerk Pierce for her assistance.
- Fire Hydrant on Cotton Hanlon was hit, getting replacement and Anne at Senka’s is working on getting the money from the drivers insurance.
- Yellow Truck has axel issues that T&R will be taking care of.
- Speed Signs are delivered and will be installed on MacDowell, Church Street and Speedway
- FD gave DPW a compressor
- Mayor Messmer discussed the need for a new Skid Steer and getting quotes for insulating the DPW garage.
- Cornell Local Roads will be in on the 27th to survey the Village roads.

FIRE DEPT. Chief Tomassi reported

- There was Stand by during the snow storm
- Banquet is April 13th at Logan Ridge
- March 11th there will be a presentation given to the FD.

Clerk-Treasurer

Resolution 50-2018-19

Motion made by Mayor Messmer, seconded by Trustee Centruelli to approve the budget transfer of \$773 from A1440.401 to A1210.405 to cover training costs.

Voted "Yes" by ALL Motion Carried

Resolution 51-2018-19

Motion made by Deputy Mayor Thoman, seconded by Trustee Letteer to approve the Contract between Schuyler County and the Village for the \$2,200 for Summer

Recreation. Voted "Yes" by ALL Motion Carried

Vouchers

Resolution 52-2018-19

Motion made by Deputy Mayor Thoman to approve February vouchers in the amount of \$19,748.25, seconded by Trustee Hill. Voted "Yes" by ALL Motion Carried

MINUTES

Resolution 53-2018-19

Motion made by Deputy Mayor Thoman, seconded by Trustee Letteer to approve the minutes from January 3, 2019 Special Meeting and January 14, 2019 Regular

Meeting with correction to the date on the January 14 header. Voted "Yes" by ALL Motion Carried

NEW BUSINESS:

- Budget Workshops will need to be setup, Clerk Pierce will give Mayor Messmer a Jump drive with the budget information on it.

Resolution 54-2018-19

Motion made by Mayor Messmer, seconded by Trustee Letteer to approve STC Conference training and mileage reimbursement for Judge Goossen, Court Clerk Cole, Trustee Centurelli and Planning Board member Alicia Janke. Voted "Yes" by

ALL Motion Carried

NEW BUSINESS:

- Community Room Application – OCCO – March 3rd 5-7pm - APPROVED
- Community Room Application – Jordyn Gardner – March 16 - APPROVED
- Community Room Application – Schuyler County Democratic Committee 4/13 &14 APPROVED

OLD BUSINESS:

- Elections are set for 3/19/19
- Speed Limit sign

SEWER

- Mayor Messmer is working with Hunt
- Will need to redo Bond Resolution due to increase amount.

TRUSTEE COMMENTS

- Deputy Mayor Thoman thanked Clerk Pierce for her years of service to the Village. She asked Mayor Messmer about advertising for the Clerk position, he will contact Civil Service but has someone in mind. The Board stated they wanted a panel interview for the next Clerk.

MAYOR

- Thanked Deputy Mayor Thoman for her years of Service to the Board
- Discussed the NYCOM Legislative meeting, will be sending notes via e-mail.
- Suggested anyone that wanted to attend the summer session in Cooperstown
- Discussed involving Senator and Assembly in Natural gas talks, and getting NYCOM members to maybe join.

CORRESPONDENCE:

- ❖ Thank you from Cynthia Cratsley for DPW after water pipe broke
- ❖ Justice Report 12/18 & 1/19
- ❖ NYCOM Executive Budget Briefing
- ❖ NYCOM AIM Proposal from Governor Cuomo
- ❖ Schuyler County Sales Tax 4th Quarter
- ❖ Real Property Transfer Murch Trust 210 MacDowell Road
- ❖ Real Property Transfer Chamberlain to Strobel (name change) 108 Hanlon Drive
- ❖ Real Property Transfer Deanna Stradley Estate to Miller 132 Coddington Place
- ❖ Letter from Justice Goossen regarding records available for viewing.

ADJOURNED

Motion to adjourn made at 7:24 p.m. by Deputy Mayor Thoman, seconded by Trustee Hill.

Respectively submitted by, Kristi A. Pierce, Clerk-Treasurer



**SPECIAL BOARD MEETING
VILLAGE OF ODESSA
MARCH 7, 2019 6:30 PM**

The Special Board Meeting of the Board of Trustees was called to order on March 7, 2019 at 6:30 p.m. by Mayor Messmer.

ROLL CALL:

Mayor Gerry Messmer - Present	Deputy Mayor Thoman – Present
Trustee Hill- Present	Trustee Centurelli–Present
Trustee Letteer – Present	Code Enforcement Russell – Not Present
Fire Chief Tomassi – Not Present	1 st Asst. Chief Jelliff –Not Present
Superintendent Siptrott –Not Present	Clerk-Treasurer Kelly–Present

Meeting was brought to order by Mayor Messmer.

Pamela Kelly introduced herself to the Board and answered questions and concerns of the members present.

After a short discussion of all present, Mayor Messmer asked for approval to appoint Pamela Kelly as the replacement as the Clerk/Treasurer for the Village of Odessa.

All were in favor of the appointment.

Meeting was adjourned.



**REGULAR BOARD MEETING
VILLAGE OF ODESSA
MARCH 18, 2019 6:30PM**

The Regular Board Meeting of the Board of Trustees was called to order on March, 18, 2019 at 6:30p.m. by Mayor Messmer.

ROLL CALL:

Mayor Gerry Messmer - Present	Deputy Mayor Thoman – Present
Trustee Hill- Present	Trustee Centurelli–Present
Trustee Letteer – Present	Code Enforcement Russell – Not Present
Fire Chief Tomassi –Present	1 st Asst. Chief Jelliff –Not Present
Superintendent Siptrott –Present	Clerk-Treasurer Kelly–Present

PUBLIC: Pamela Cicconi, Ted Dudgeon, Ron Goosen

Trustee Centurelli presented Robin Thoman with a plaque honoring her for 25 years of service to the Village of Odessa.

The Board & Mayor Messmer thanked Robin for her contributions the past 25 years.

Ted Dudgeon: At the time of the meeting, Frank’s Disposal was the only bidder for recycling with no change in the amount. However, Ted made the Board aware that costs for him could be changing. Therefore, the price he would need to charge the Village would have to be adjusted when and if that price increase takes effect. Deputy Mayor Thoman suggested to put a re-evaluate clause in the bid. At that time, the Village would also discuss their options: raise the rate or discontinue the service.

Resolution 58-2018-19

Motion was made by Deputy Mayor Thoman to approve Frank’s Disposal for Recycling for the Village with a clause allowing re-evaluation if the price increases so that the Village can either negotiate new pricing or discontinue the service.

Seconded by Trustee Centurelli. Voted “Yes” by ALL. Motion carried.

REPORTS

CODE ENFORCEMENT

No code enforcement report was given.

DPW REPORT:

- Looking for a leak. They have dug four holes and tested all standing water. Nothing has been found.
- Filled a lot of potholes throughout the village.
- Speed detectors were put up on Church Street and are being noticed. They will be moved to Speedway next. The Police Department will then sit on Church to see if violators can be stopped. The average speed coming in is 48-50.

FIRE DEPT. Chief Tomassi reported

- They are all set to go to Los Angeles for the prebuild of the new firetruck. The dates for this are April 7 through April 10, 2019. Two members will be going.
- HT28 is Out of Service. Push rods are bent and are being serviced.

Resolution 59-2018-19:

Motion made by Deputy Mayor Thoman to approve two firefighters for travel to LA to attend the prebuild of the new fire truck. Seconded by Trustee Hill.

Voted "Yes" by ALL. Motion carried.

CLERK/TREASURER

Treasurer's Report needs to be presented.

VOUCHERS

Resolution 55-2018-19

Motion made by Trustee Letteer to approve March vouchers in the amount of \$20,357.26, seconded by Trustee Centurelli. Voted "Yes" by ALL Motion carried

Discussion: Pam will get copies of the two missing S.P. Wilson invoices and call Verizon Wireless to verify the amount due prior to mailing out these checks.

MINUTES

Resolution 56-2018-19

Motion made by Mayor Messmer, seconded by Deputy Mayor Thoman to approve the minutes from February 18, 2019, Regular Meeting.

Voted "Yes" by ALL Motion carried

OLD BUSINESS:

SEWER

Resolution 57-2018-19

Motion made by Deputy Mayor Thoman, seconded by Trustee Letteer to approve SEQR Amendment Resolution so that the date falls within the EFC/WIIA Grant window, removal of Mitchell Hollow Creek for discharge and allow surface or subsurface as options.

Roll Call Vote in favor: Mayor Messmer, Deputy Mayor Thoman, Trustee Hill, Trustee Letteer, Trustee Centurelli. Motion carried.

- It was further discussed that Hunt Engineers have done no plans and, therefore, have no actual contract for the project. It has been difficult to get any answers on relevant issues from Hunt. The village had already voted not to hook up with the Watkins Glen/Montour Falls system and will not change their mind on that. There would be no revenue generated by doing so but the village would have to pay to maintain lines and absorb costs. Because of this, Mayor Messmer made a recommendation to change the project to a new engineering firm, C & S Engineers. EFC is fine with changing. This does not need to be put out for bid. The Village can just move ahead with a new firm. C & S will be at the Village on Friday, March 22, 2019, at 10 am to look at the project and see the proposed area for the plant and streets involved. All are welcome to join with the Mayor at this meeting. Deputy Mayor Thoman was concerned with the cost but supports the change.

Resolution 60-2018-19

Motion made by Mayor Messmer to change firms from Hunt Engineers to C & S Engineers, seconded by Trustee Letteer. Voted "Yes" by ALL. Motion carried.

WATER GRANT

- Engineers have finished the Engineering portion.
- Village needs to input financial data and then submit.
- \$30,000, 100% Grant to study the water system and determine repairs to fix water.
- Grant is a Rolling Grant with no due date. The sooner it is submitted the better in order to get it moving.

NEW BUSINESS:

- Community Room Application –Lisa Karius-May 5 all day- APPROVED
- Community Room Application – Charlene Mahnke-March 24 - APPROVED
- Community Room Application – Joan Scott, Boy Scouts March 9 and 16; April 6 and 13- APPROVED
- An initial review of the Budget was done.
- Special Session to finalize the Budget was set for March 27, 2019.

- The Public Hearing for the Budget will be held prior to the Regular Meeting on April 15, 2019.

TRUSTEE COMMENTS

- Deputy Mayor Thoman thanked the Board for the plaque.
- Trustee Centurelli noted that the Water Grant is also with Hunt Engineers.
- Trustee Letteer encouraged all present to vote.

MAYOR

- Thanked Deputy Mayor Thoman for her years of Service to the Board

CORRESPONDENCE:

No correspondence was discussed.

ADJOURNED

Motion to adjourn made at 8:15 p.m. by Deputy Mayor Thoman, seconded by all Trustees.

Respectively submitted by, Pamela Kelly, Clerk-Treasurer



**ANNUAL BOARD MEETING
VILLAGE OF ODESSA
APRIL 15, 2019 6:30PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Gerry Messmer	Deputy Mayor Tom Letteer	Trustee Sally Hill
Trustee Anne Centurelli	Trustee Aubrey Tomassi	Fire Chief Mike Tomassi
DPW Superintendent Steve Siptrott	Code Enf. Harold Russell	
Clerk-Treasurer Pamela Kelly		

OTHERS IN ATTENDANCE

PUBLIC ATTENDEES: Pam Ciccone, Gerry and Patricia Felix, Jim Howell

APPOINTMENTS

Deputy Mayor – Tom Letteer
Village Attorney – Harter, Secrest & Emory
Council of Governments Representative – Tom Letteer
Summer Recreation Liaison – Aubrey Tomassi
Code Enforcement – Harold Russell

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 third 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.

The only meetings affected will be in 2020:

Monday, January 20 Birthday of Martin Luther King, Jr.-Board meeting will be Tuesday, Jan 21st.

Monday, February 17, Washington's Birthday-Board meeting will be Tuesday, February 18th.

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.

RESOLUTION 01-2019-20
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; 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. 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: Anne Centurelli

Second: Sally Hill

Vote: All in Favor—Motion Carried

Resolution 02-2019-20
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:

Tompkins County Trust Company
Chemung Canal

Section 2. That this resolution is effective immediately.

Motion by: Tom Letteer

Second: Sally Hill

Vote: All in Favor—Motion Carried

Resolution 03-2019-20

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 .58 per mile.

Section 2. That this resolution is effective immediately.

Motion by: Anne Centurelli

Second: Sally Hill

Vote: All in Favor—Motion Carried

Resolution 04-2019-20

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 Tom Letteer, Trustees, Aubrey Tomassi, Sally Hill, Anne Centurelli 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 2019-2020.

Section 2. That this resolution is effective immediately.

Motion by: Aubrey Tomassi

Second: Tom Letteer

Vote: All in Favor—Motion Carried

Resolution 05-2019-20
Budget Approval 2019-2020

NOW THEREFORE BE IT RESOLVED:

SECTION 1. That the Board of Trustees approves the 2019-2020 Budget for the Village of Odessa with a Tax Levy of \$159,662.32 representing a tax increase of 1.41%.

SECTION 2. That this resolution is effective immediately.

Motion by: Tom Letteer
Second: Anne Centurelli
Vote: All in Favor—Motion Carried

REPORTS

CODE ENFORCEMENT A complete rehab/renovation is being done at 528 Church St.; 206-208 Owen Place is being cleaned up; New church is almost complete; 1203 reports are done; 13 training hours completed.

DPW REPORT Still losing water. Will compare new water with the last ones to see if we can find leak; traded old zero turn mower for a new zero turn mower; one truck is still in winter service; need to look into using a tub grinder for the brush pile at a cost of around \$8000; the parts are in to fix the Cotton-Hanlon hydrant; replaced the curb stop at 528 Church Street.

FIRE DEPT The yearly banquet went well. The new line officers were sworn in; The trip to go over the new truck was successful. Spent 10 hours going over the specs; The final spec. should be in this week. They will meet and sign. Once signed, takes 300 days to have truck in house.

CLERK/TREASURER Working with Suzanne Casselberry to get the accounts and bookwork up to date. No treasurer's report given, as it is not complete.

Resolution 06-2019-20
VOUCHERS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the April 2019 Vouchers in the Amount of \$33914.67

Motion by: Sally Hill
Second: Anne Centurelli
Vote: All in Favor—Motion Carried

Resolution 07-2019-20
MINUTES

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Minutes for March 18, 2019 Regular Board Meeting

Motion by:
Second:
Vote:

Resolution 08-2019-20

Pay Raise

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the pay raise for Thane T. Rogers to \$13.50 per hour, as budgeted for in 2019-2020 Budget, effective 1 June 2019.

Motion by: Sally Hill

Second: Tom Letteer

Vote: All in Favor—Motion Carried

OLD BUSINESS

1. Purchase of new skid steer and implements

Review of State Bid Quote by Steve Siptrott

Resolution 09-2019-20

Purchase of New Skid Steer for DPW

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the purchase of a new Skid Steer and implements using General Funds to be reimbursed through CHIPs Funding, in the amount of: **\$42,780.59.**

Motion by: Aubrey Tomassi

Second: Anne Centurelli

Vote: All in Favor-Motion Passed

2. Water Fund is short funds to meet current obligations

- Need to move funds in the form of a loan from General Funds to Water Funds

Draft Resolution 10-2019-20--TABLED

Movement of Funds from General Fund Account XX to Water Fund Account XX

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the movement of funds from General Fund Account # **xx** to Water Fund Account # **xx** in the amount of **\$31,000,** to cover Annual Water Bond Payment in the form of a loan.

Motion by:

Second:

Vote:

SEWER:

- Mayor Messmer worked with HSE to develop and mail severance letter with Hunt Engineers.
 - Contract severed
 - No blowback from Hunt at this time
- C&S Engineers met with DEC on Monday, April 1st. The following results are noted:
 - My meeting with DEC staff last Monday was productive. The staff did however, ask me to change the way we approach treatment for this project. The DEC staff indicated that they would require the Village to follow the guidance in TOGS 1.3.6 which indicates that small flows (in this case less than 10,000 gpd) by treated by subsurface disposal rather than by a physical / biological / chemical WWTP and surface discharge. I am in the process of screening land within the Village for acceptable sites for a subsurface disposal system. At first look, I believe it will be possible to accomplish the DEC's direction. This direction from DEC has caused me to revise my proposal to the Village and ask my subconsultants to requote the job. I am still making every effort to get a proposal in the Village hands this week. Perc test will be done. Mayor and Steve will meet with them on April 24, 2019.

WATER GRANT:

- Grant deleted by someone from the USDA website.
- Contacted engineer and resident Joel Moore to do USDA Grant ICW the Village.
 - Joel's company will start work, have Grant writer on staff.
 - Mayor and Gerry will meet with Joel on April 24, 2019, at noon. All can attend.
 - Municipal Bond Solutions can help with replacing the old iron pipes. 8" pipe is around \$100 per foot installed. They could bond this.

ANNUAL AUDIT:

- We have used the same auditor for the last 10 years. Confirmed with phone call to the company. We need to put out an RFP or find another auditor if RFP not required. (Professional Service). Wait until books are closed out before we do the audit.

SPEEDING:

- Speed tracking data has been turned over to LT Day, Schuyler County Sheriff's Office for targeted enforcement on Church Street. LT. Day working on contract for dedicated patrols for a small time period. In the coming months find some money to cover the cost of around \$2500.

NEW BUSINESS

- **Odessa National Day of Prayer:** The greater community of Odessa will celebrate a National Day of Prayer to be held at the Odessa Baptist Church, May2, from 6-8 PM. National Prayer Day is traditionally the 1st Thursday in May. All are invited to come together as a community of faith and pray for our community, state, and Nation. Mayor Messmer will be speaking.
- **Community Room Applications:**
 - Review/Sign Applications
 - Recommend we delegate community room scheduling and approval to Village Clerk
 - We can develop and maintain a Community Room Calendar on the website for people to check before doing an application.
 - Streamline the process, no need to tie up board meeting

Resolution 11-2019-20

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees delegates the authority to schedule the Community room to the Clerk/Treasurer and further, that the Village develops a Community Room Availability Calendar on the website viewable by the community. This calendar will have a link to download the Reservation Form.

Motion by: Tom Letteer

Second: Anne Centurelli

Vote: All in Favor—Motion Carried

- **Village Records:** In complete disarray and need a major overhaul.
 - Carmella Hoffman, Jenn Cole and Suzanne Castleberry have been instrumental in fixing.
 - Updates on progress and findings will be reported monthly
- **Budget:** The Board will review the Budget every quarter to ensure we are on track and to pass resolutions to move funds as required.
 - With no tax increases in 10 years the Village needs to take a hard look at the budget for the next 2 years to ensure we remain solvent and keep up with the cost of living increases each year to operate effectively.

- **Quarterly Budget Review will be the third month of the Quarter**
 - August, November, February and May
 - Options: During Board meeting or Special Meeting? Decision: During Board Meeting

Resolution 12-2019-20

- **NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves a Quarterly Budget Review to be conducted in August, November, February and May of each Fiscal Year to track spending and analyze budget during the Regular Board Meeting

Motion by: Anne Centurelli

Second: Sally Hill

Vote: All in Favor—Motion Carried

- **Operational Requirements** that need to be Updated or Created
 - Personnel Policy Update/Development-not useable
 - Traffic Law Review-6 years of complaints about Church and Speedway-will review with Cornell Local Roads
 - Assemble all Annual Resolutions-Pam will start a Resolution Tracker starting with Resolution 01-2019-20
 - We need a Trustee to volunteer to work with Pam to assemble all old Resolutions for review.
 - Go through Past Minutes, search binders
 - **Trustee: Tom and Sally**
 - Assemble all Village Laws-Need all laws available for review and Resident review
 - Most Laws are 20 years old and irrelevant
 - Leash Law-1978, Traffic Law-2018, Unreasonable Noise-1971
 - Need a volunteer Trustee to work with Pam to assemble all Village Laws for review
 - Go through Binders, find all laws
 - **Trustee: Anne**
 - Assemble all Village Policies
 - Need a Trustee to volunteer to work with Pam to assemble all Village Policies
 - GO through all binders, find Policies
 - **Mayor Messmer**
 - Development of Treasurers Report
 - Pam: work with Suzanne for proper format
- **Tax Records:** Cornell University has a Digitizing Service to put our Property Tax Records into a searchable PDF at a cost of about \$750.
 - Currently the Clerk has to go through 10, 500-page binders to do a 10-year tax search when requested. A searchable PDF would allow save hours per month alone.
 - Next step is to contact Cornell University for details and to ensure the final product will perform as required.
- **Planning Board and Zoning Board**-Combine into one board as are most municipalities due to lack of volunteers.
 - Work with Schuyler County Planning Office, Kristin Van Horn, to finalize the product developed in conjunction with STC.
 - Target Date for Zoning Implementation: August 2019
 - Need to Validate:
 - Planning Board: Tracy Gavich, Joanna Scott, Alicia Janke
 - Zoning Board: Mike Tomassi, John "JJ" Jelliff, Lisa Karius

- **Local Development:**
 - I am working with Jerry SSSS who owns land behind Merchant and want to develop a small street with 12 houses.
 - Village Requirements: Water service, potentially put in the street, potential Sewer Connection
 - Tuesday, 16 April, 3PM meeting with Jerry SSSS and SCOPED
- **Guard Rail at Church and Speedway:**
 - Drunk driver went around telephone pole on Speedway and then cut the corner on Church knocking down the reflector, crossing the sidewalk and then drove down Church Street toward town. This is a dangerous corner and propose we put a guard rail on the corner at a cost of about \$1700 from Chemung Supply.
 - Discussion—hard to see around trees/bushes; a guardrail may help slow people down; bring this up with Cornell Local Roads; possibly put up crosswalks.
- **Resolution in Support of the 2nd Amendment:** To show support to our residents and the Constitution of the United States of America. Mayor Messmer worked with County Attorney to develop the Resolution.

Resolution 13-2019-20

- **NOW THEREFORE BE IT RESOLVED:** That the Board of Trustees approves the Line Officers of the Odessa Fire Department: Chief Mike Tomassi; 1st Assistant JJ Jelliff; 2nd Assistant Adam Mahnke; 3rd Assistant Keith Pierce.

Motion by: Gerry Messmer

Second: Tom Letteer

Vote: All in Favor—Motion Carried

Resolution Reaffirming Support of the Second Amendment

Whereas, the Village Board of the Village of Odessa, New York hereby expresses its opposition to New York State infringement on an individual’s 2nd Amendment “right of the people to keep and bear arms,” and

Whereas, this Odessa Village Board will continue to oppose any infringement on the 2nd Amendment such as, but not limited to, long-gun registration, social media and search engine history background checks, required gun owners to purchase insurance for each gun legally owned, and/or restrictions that otherwise impair the civil liberties of lawful gun owners; and

Whereas, any gun legislation that infringes on our 2nd Amendment rights, the Village Board opposes;

NOW THEREFORE BE IT RESOLVED, that the Village Board of the Village of Odessa goes on record affirming our support of the 2nd Amendment which states:

“Well-regulated Militia, being necessary to the security of a free State, the right of the people to keep and bear Arms, shall not be infringed.”

AND BE IT FURTHER RESOLVED, that the Clerk shall forward certified copies of this Resolution to the Governor of the State of New York Andrew Cuomo, Senate Majority Leader Andrea Stewart-Cousins, Senator Tom O’Mara, Speaker of the New York State Assemblyman Carl Heastie, Assembly Majority Leader Crystal D. Peoples, Assemblyman Phil Palmesano, the clerk of the Schuyler County Legislature (for distribution), and others as deemed necessary and appropriate.

TRUSTEE COMMENTS

The only trustee with a comment was Anne who welcomed Aubrey to the board.

MAYOR COMMENTS

Official Mayoral Priorities:

1. Safety for all employees and OFD volunteers
2. Morale and positive working environment for all employees and OFD Volunteers
3. Financial/Operational Stability, Accountability and Transparency
4. Clean Water Solution
5. Waste Water Treatment System
6. Revitalization of Main Street
 - a. Beautification
 - b. Zoning
7. Economic Courtship
 - a. Bring businesses to Odessa
 - b. Increase homes through developers on vacant land for sale-increase bedroom community
 - c. Increase B&B Opportunities in the Village
8. Odessa Museum
 - a. Develop a museum of Grain and Lumber Mills along with the History of Odessa

CORRESPONDENCE-None

ADJOURN

Motion to Adjourn made at 8:09 pm by Aubrey Tomassi, seconded by Anne Centurelli. All in Favor.



Product Quotation

Quotation Number: 3091E030920

Date: 2019-04-09 08:46:16

Ship to	Bobcat Dealer	Bill To
Village of Odessa 300 E Main St Odessa, NY 14869 Phone: (607) 239-4517	Clark Equipment Co, dba Bobcat Co 250 E Beaton Dr West Fargo ND 58078	Village of Odessa 300 E Main St Odessa, NY 14869 Phone: (607) 239-4517

Contact: Michael Giagios Phone: 607-733-6572 Fax: 607-733-9854 Cellular: 607-426-2495 E Mail: mgiagios@bobcattwintier s.com		

Description	Part No	Price Ea.	Total
S570 T4 Bobcat Skid-Steer Loader	M0259	\$28,342.30	\$28,342.30
61.0 HP Tier 4 Turbo Diesel Engine Auxiliary Hydraulics: Variable Flow Backup Alarm Bob-Tach Bobcat Interlock Control System (BICS) Controls: Bobcat Standard Cylinder Cushioning - Lift, Tilt Engine/Hydraulic Systems Shutdown Glow Plugs (Automatically Activated) Horn Instrumentation: Engine Temperature & Fuel Gauges, Hourmeter, RPM and Warning Lights	Lift Arm Support Lift Path: Vertical Lights, Front & Rear Operator Cab Includes: Adjustable Suspension Seat, Top & Rear Windows, Parking Brake, Seat Bar & Seat Belt Roll Over Protective Structure (ROPS) meets SAE-J1040 & ISO 3471 Falling Object Protective Structure (FOPS) meets SAE- J1043 & ISO 3449, Level I; (Level II is available through Bobcat Parts) Spark Arrestor Exhaust System Tires: 10-16.5, 8 PR, Bobcat Standard Duty Warranty: 2 years, or 2000 hours whichever occurs first		
A51 Option Package	M0259-P01- A51	\$3,282.30	\$3,282.30
Cab Enclosure with Heat and AC	Power Bob-Tach Cab Accessories Package		
Selectable Joystick Controls (SJC)	M0259-R01- C04	\$556.50	\$556.50
High Flow Hydraulics	M0259-R03- C03	\$1,099.70	\$1,099.70
Two Speed SJC	M0259-R04- C04	\$1,107.40	\$1,107.40

Attachment Control	M0259-R28-C02	\$143.50	\$143.50
Telematics US	M0259-R51-C02	\$0.00	\$0.00
HB880 Hydraulic Breaker with Nail Point	7113420	\$4,769.00	\$4,769.00
-- Loader Mounting Frame	7113737	\$509.20	\$509.20
-			
-- Hose Kit - Breakers - Ldr	7114764	\$155.80	\$155.80
-			
74" Combination Bucket	7167312	\$2,656.96	\$2,656.96
-- Port Relief	6684646	\$157.93	\$157.93
-			
Total of Items Quoted			\$42,780.59
Quote Total - US dollars			\$42,780.59

Notes:

1 January 2018

NYS CONTRACT #PC67141, AWARD NO. PGB 22792, Group #40625

Contract Period: 8 Sept 2015 thru 18 May 2019

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.

Customer Acceptance: Purchase Order: _____

Authorized Signature:

Print: _____ **Sign:** _____ **Date:** _____



**ANNUAL BOARD MEETING
VILLAGE OF ODESSA
MAY 20, 2019 6:30PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Gerry Messmer

Trustee Aubrey Tomassi

DPW Superintendent Steve Siptrott

Clerk-Treasurer Pamela Kelly

Deputy Mayor Tom Letteer

Fire Chief Mike Tomassi

Trustee Sally Hill

OTHERS IN ATTENDANCE-None

PUBLIC ATTENDEES

Peggy Tomassi—Asked about Military Flags for the Village light poles. Was informed that no one was willing to take on the project and that the Mayor will contact the American Legion to see if they were interested. Clerk will call WG Legion for information, as they are doing this also. Peggy also stated that there is a house on Merchant Avenue with extremely tall grass and garbage that has been sitting there for several weeks. Clerk will find the letter concerning grass and send it to the resident. The Mayor and Harold will go try to remedy the situation.

Charlie Haeffner—Observer only.

Resolution 17-2019-2020
Appoint Dale Jaynes as Associate Justice

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the appointment of Dale E. Jaynes—Associate Justice for the Village of Odessa in the absence of Village Justice Goossen.

Motion by: Mayor Messmer

Second: Deputy Mayor Letter

Vote: All in Favor—Motion Carried

REPORTS

CODE ENFORCEMENT—Not Present

DPW REPORT—Steve showed the Board a prototype of a new 20 yr. battery water meter. The cost of the meter is \$135 each. The meter can send the reading to an iPad or a hand held and is basically maintenance free. He would like to change the entire village to this. Cornell Local Roads is coming in June. The tub grinder is on hold at this time. The new hydrant is on order. They are still picking up brush.

FIRE DEPT—The department had 9 fire calls and 11 rescue calls in May so far. The final spec. for the new truck is here. Once signed the truck will go into production and, if all goes well, they could have the truck by Christmas. The department purchased a new thermal imaging camera in Harrisburg. The department held a firefighter cancer and the instructor, Melan Irish (sp.), did a great job explaining the

importance of cleaning gear and how to protect yourself from risks. The information caused the department to adopt a new policy. All gear will be deconned at the scene and not allowed inside any trucks after a fire. All members will be asked to bring clothes to the scene to change into. All maintenance is done and things are looking good.

CLERK/TREASURER—Discussed the Summer Recreation program. Working with NYSDOH and Civil Service to get things moving on this so it can take place. The program is in the hole, however. Discussed the two room applications that have been approved. Presented the vouchers for approval.

Resolution 14-2019-20
VOUCHERS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the May 2019 Vouchers in the Amount of \$118,014.95.

Motion by: Deputy Mayor Letteer

Second: Trustee Sally Hill

Vote: All in Favor Motion—Carried

Resolution 07-2019-20
MINUTES

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Minutes for March 18, 2019 and April 15, 2019 Regular Board Meeting

Motion by:

Second:

Vote:

OLD BUSINESS

1. Water Fund is short funds to meet current obligations

- Need to move funds in the form of a loan from General Funds to Water Funds

Resolution 10-2019-20

Movement of Funds from CD to Water Fund

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the movement of funds from Water Fund Certificate of Deposit #3701441 to Water Fund Account #011XXX0407 in the amount of \$31,910.25 to cover Annual Water Bond Payment in the form of a loan.

Motion by: Mayor Messmer

Second: Trustee Sally Hill

Vote: All in Favor—Motion Carried

SEWER:

- C & S Engineers conducted perc tests on two properties to locate a location for the marsh field. We are awaiting these results.
- Wesleyan Church is open to use of their land. Proposal being sent to them by both the Mayor and C & S Engineers.

WATER GRANT:

- Waiting for engineer's proposal. Joel Moore is going after a grant to cover the \$12,500 needed. This will cover the new lines to the houses and, hopefully, also new sidewalks.

ANNUAL AUDIT:

- We have used the same auditor for the last 10 years. Confirmed with phone call to the company. We need to put out an RFP or find another auditor if RFP not required. (Professional Service). However, due to the fact that the Village is being audited by the New York State Comptroller's Office this year, we will not need another audit. The Village will put it out for bid next year.

SPEEDING:

- Sherriff's Department has increased patrolling on Church Street. Mayor will ask Justice Goossen if he has seen more speeding tickets and also talk to the Sherriff's Department.

VILLAGE RECORDS:

- Tom and Sally have been going through the old minutes and gathering information on old resolutions. Tom will have a list for the Board once he is done.

BUDGET:

- **Quarterly Budget Review will be the third month of the Quarter**
 - August, November, February and May

OPERATIONAL REQUIREMENTS

- Personnel Policy Update/Development-not useable
- Traffic Law Review-6 years of complaints about Church and Speedway-will review with Cornell Local Roads on **June 20** when they come to the Village
- Assemble all Village Laws-Need all laws available for review and Resident review
 - Most Laws are 20 years old and irrelevant
 - Leash Law-1978, Traffic Law-2018, Unreasonable Noise-1971
 - Need a volunteer Trustee to work with Pam to assemble all Village Laws for review
 - Go through Binders, find all laws
 - Mayor working on
- Assemble all Village Policies
 - Need a Trustee to volunteer to work with Pam to assemble all Village Policies
 - GO through all binders, find Policies
 - **Anne Centurelli**
- Development of Treasurers Report
 - Pam: work with Suzanne for proper format—have worked on and did turn in this meeting.
- **Tax Records:** Mayor to contact Cornell University on Digitizing Service to put our Property Tax Records into a searchable PDF at a cost of about \$750. This is on hold until new Fiscal Year.
- **Planning Board and Zoning Board**-Combine into one board as are most municipalities due to lack of volunteers.
 - Work with Schuyler County Planning Office, Kristin Van Horn, to finalize the product developed in conjunction with STC. The Village will determine what needs to be implemented.
 - Target Date for Zoning Implementation: August 2019

- Need to Validate:
 - Planning Board: Tracy Gavich, Joanna Scott, Alicia Janke-Clerk to contact to confirm their continued participation.
 - Zoning Board: Mike Tomassi, John "JJ" Jelliff, Lisa Karius

Resolution 15-2019-20
Reaffirming Support of the Second Amendment

Whereas, the Village Board of the Village of Odessa, New York hereby expresses its opposition to New York State infringement on an individual’s 2nd Amendment “right of the people to keep and bear arms,” and

Whereas, this Odessa Village Board will continue to oppose any infringement on the 2nd Amendment such as, but not limited to, long-gun registration, social media and search engine history background checks, required gun owners to purchase insurance for each gun legally owned, and/or restrictions that otherwise impair the civil liberties of lawful gun owners; and

Whereas, any gun legislation that infringes on our 2nd Amendment rights, the Village Board opposes;

NOW THEREFORE BE IT RESOLVED, that the Village Board of the Village of Odessa goes on record affirming our support of the 2nd Amendment which states:

“Well-regulated Militia, being necessary to the security of a free State, the right of the people to keep and bear Arms, shall not be infringed.”

AND BE IT FURTHER RESOLVED, that the Clerk shall forward certified copies of this Resolution to the Governor of the State of New York Andrew Cuomo, Senate Majority Leader Andrea Stewart-Cousins, Senator Tom O’Mara, Speaker of the New York State Assemblyman Carl Heastie, Assembly Majority Leader Crystal D. Peoples, Assemblyman Phil Palmesano, the clerk of the Schuyler County Legislature (for distribution), and others as deemed necessary and appropriate.

Motion by: Mayor Messmer

Second: Deputy Mayor Letteer

Vote: All in Favor—Motion Carried

NEW BUSINESS

Resolution 16-2019-20
Policy Regarding Firearms

NOW THEREFORE BE IT RESOLVED that the Village of Odessa rescinds the policy regarding firearms passed June 15, 2010, Resolution 2-2010. The Odessa Fire Department will adopt a Safety and Security Policy in the best interests of firefighter and EMS personnel. This policy will be brought to the Village Board for final approval.

Motion by: Mayor Messmer

Second: Trustee Aubrey Tomassi

Vote: All in Favor—Motion Carried

DUMPSTER DAY DISCUSSION

- Should the Village hold Dumpster Day in the Spring since the Town of Catharine also had one on Saturday? It was decided that the village will not hold a dumpster day in the spring since the town has already had one.
- It was decided that the Village Wide Rummage Sale will be on August 10, 2019.

TRUSTEE COMMENTS--Pool filling was discussed. The Board several years ago decided that the Fire Dept. would fill pools for village residents. A new website designer was also discussed. Peggy Tomassi told the Board that the County does this for several villages and would be glad to help. This option will be looked at and Peggy will get a price for us.

MAYOR COMMENTS

Official Mayoral Priorities:

1. Safety for all employees and OFD volunteers
2. Morale and positive working environment for all employees and OFD Volunteers
3. Financial/Operational Stability, Accountability and Transparency
4. Clean Water Solution
5. Waste Water Treatment System
6. Revitalization of Main Street
 - a. Beautification
 - b. Zoning
7. Economic Courtship
 - a. Bring businesses to Odessa
 - b. Increase homes through developers on vacant land for sale-increase bedroom community
 - c. Increase B&B Opportunities in the Village
8. Odessa Museum
 - a. Develop a museum of Grain and Lumber Mills along with the History of Odessa

CORRESPONDENCE

ADJOURN—7:45 PM

Motion by: Deputy Mayor Letter

Second: Trustee Aubrey Tomassi

Vote: All in Favor—Motion Carried



**REGULAR BOARD MEETING
VILLAGE OF ODESSA
JUNE 17, 2019 6:30PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Gerry Messmer	Deputy Mayor Tom Letteer	Trustee Sally Hill
Trustee Anne Centurelli	Trustee Aubrey Tomassi	Fire Chief Mike Tomassi
DPW Superintendent Steve Siptrott	Code Enf. Harold Russell	
Clerk-Treasurer Pamela Kelly		

OTHERS IN ATTENDANCE None

PUBLIC ATTENDEES Ted Dudgeon—Recycling as of 06/01/2019 has risen to \$130 per ton. He dumped 1.51 tons last month. People are not paying attention to what is put out for pick up. A lot of the items are considered to be trash. He will again present the list of acceptable items for residents. If the cost continues to rise, he may have to increase his bill to the Village from \$400 to \$600.

APPOINTMENTS

Resolution 18-2019-20

Ceridwen Stermer as Summer Youth Director, Lynda Kramer as Summer Recreation Pool Director and Carol Smith as Summer Youth Assistant and pay \$1,000 up front for supplies.

Motion by: Tom Letteer

Second: Anne Centurelli

Vote: All In Favor Motion Carried

REPORTS

CODE ENFORCEMENT Owen Place is coming along. Things are getting cleaned up. On Coddington Place the trailer there needs cleaning up. Harold will meet with the owner on June 20 to discuss.

DPW REPORT The new Bobcat is in. Steve and Thane are learning to use it. Main hydrant has been flushed. They will be doing more flushing in the coming days. Cornell Local Roads was here and surveyed all the Village roads. They will be sending their recommendations soon. Steve will be prepping roads for stone and oil in the next two weeks. This bill from Suit Kote will be sent out for CHIPS reimbursement. Town of Montour will help us with brush hogging. The water has been okay at testing. Many residents taking care of brush and trees. Therefore, Thane has been working several comp. hours to stay caught up.

FIRE DEPT The department had 10 fire calls and 15 rescue call last month. They will be doing stand-by at the Cheese Festival on July 27. Mike asked for a resolution (below) to purchase new airpacks. Yearly physicals will be held on July 8. The new air compressor is hooked up and ready to use. The Cheese Festival would like to hang a banner over Main Street. Mike will talk with DOT to see about getting it put up. Possibly can hang it from the overpass without approval from DOT.

CLERK/TREASURER

Resolution 19-2019-20
VOUCHERS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the June 2019 Vouchers in the Amount of \$80,737.01 and \$2 472.28 pre-pay for the Library.

Motion by: Anne Centurelli

Second: Sally Hill

Vote: All In Favor Motion Carried

Clerk Comments: Gave information on the sister city celebration taking place in September in case anyone was interested in attending. Gave the Board a letter from Malia Compose praising Steve for his late night help with her water meter situation.

Resolution 07-2019-20

MINUTES

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Minutes for March 18, 2019, April 15, 2019, and May 20, 2019 Regular Board Meetings

Motion by: Tom Letteer

Second: Sally Hill

Vote: All In Favor Motion Carried

Resolution 20-2019-20
AIR PACKS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the purchase of six new air packs for the new truck at a cost of \$44,707.07.

Motion by: Aubrey Tomassi

Second: Sally Hill

Vote: All In Favor Motion Carried

OLD BUSINESS

SEWER:

- C & S Engineers Survey Contractors have been working for a couple weeks now on the sewer line locations. Within 2 weeks they will be entering homes/businesses to calculate distance from the home to the street for hookup design/costs.
- June 24th, Village Conference Call with EFC, Village Attorney's to determine Real Estate Transaction to purchase the land from the Church.
- C&S Engineers, DOT have been put in contact with each other to work a plan to install the sewer line when Main Street is re-done. DOT has done traffic counts on Mill Street to determine traffic flow for detour while working.

WATER REPAIR/GRANT:

- Engineer Cost estimate is complete, \$12,500. Engineers are working on a new Grant to fund this cost.

COMPTROLLER AUDIT:

- Audit continues on a daily basis. They should be done in the office in the next month, with a report due out in October.

VILLAGE RECORDS:

- Tom and Sally have been going through the old minutes and gathering information on old resolutions.

REVISIT FOUR WAY STOP ON SPEEDWAY AND CHURCH:

Cornell Local Roads came 12 June and reviewed Church and Speedway, Speedway, Brooklyn Terrace and other areas. They will send us a report and recommendations NLT June 21st. Due to the visibility on the Church and Speedway intersection a four way stop is recommended.

Resolution 21-2019-20

4-WAY STOP AT CHURCH AND SPEEDWAY

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the installation of a four-way stop sign at the intersection of Church Street and Speedway.

Motion by: Tom Letteer

Second: Anne Centurelli

Vote: All In Favor Motion Carried

BUDGET:

- **Quarterly Budget Review will be the third month of the Quarter**
 - August, November, February and May

FIREARM POLICY

Resolution 23-2019-20

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the new Firearm Policy presented by Chief Mike Tomassi.

Motion by: Gerry Messmer

Second: Aubrey Tomassi

Vote: All In Favor Motion Carried

OPERATIONAL REQUIREMENTS

- The Comptroller, as part of their report, will give us recommendations on all policies based on their results.
- Village of Honeye Falls, Mayor Rick Milne, has agreed to send us their products as a template.

- First Policy that we need to address is the Water District Billing Policy. Many accounts are delinquent, but we do not have a policy to turn off water until brought current. This is costing us revenue. One option is to levy the bills to their tax bill, as a last resort.
- *Personnel Policy Update/Development-not useable*
- *Traffic Law Review-6 years of complaints about Church and Speedway-will review with Cornell Local Roads on **June 12** when they come to the Village*
- *Assemble all Village Laws-Need all laws available for review and Resident review*
 - *Most Laws are 20 years old and irrelevant*
 - *Leash Law-1978, Traffic Law-2018, Unreasonable Noise-1971*
 - *Need a volunteer Trustee to work with Pam to assemble all Village Laws for review*
 - *Go through Binders, find all laws*
 - *Mayor working on*
- *Assemble all Village Policies*
 - *Need a Trustee to volunteer to work with Pam to assemble all Village Policies*
 - *GO through all binders, find Policies*
 - *Anne Centurelli*
- *Development of Treasurers Report*
- **Tax Records:** Mayor to contact Cornell University on Digitizing Service to put our Property Tax Records into a searchable PDF at a cost of about \$750. **On hold until we determine our financial status to fund this.**
- **Planning Board and Zoning Board-Combine into one board as are most municipalities due to lack of volunteers.**
 - *Work with Schuyler County Planning Office, Kristin Van Horn, to finalize the product developed in conjunction with STC.*
 - *Target Date for Zoning Implementation: August 2019*
 - **Need to Validate:**
 - *Planning Board: Tracy Gavich, Joanna Scott, Alicia Janke*
 - *Zoning Board: Mike Tomassi, John "JJ" Jelliff, Lisa Karius*
 - *Need to get both boards together and see where we want to go with Main Street. Possibly a town hall meeting. Talk to residents to see what they want.*

NEW BUSINESS

FALL DUMPSTER DAY

- Is there money in the Budget for this and when should it be scheduled?

Resolution 22-2019-20

DUMPSTER DAY

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Dumpster Day for Sept. 28, 2019.

Motion by: Gerry Messmer

Second: Tom Letteer

Vote: All In Favor Motion Carried

TREE REMOVAL

- There is \$2500 in the Budget for this. Is there any trees that need removal? If not, this money could be allocated elsewhere.

VILLAGE JUSTICE AUDIT:

- New York State Unified Court System now has a requirement for the Village Board to Audit the Justice Records. HYS Comptroller has a format to use. The results need to be sent back to the Unified Court System by September 3rd. Pam will get the checklist.

TRUSTEE COMMENTS

MAYOR COMMENTS

Thoughts for next 90 days during my Absence:

- a. WWTP-Survey will continue until the beginning of July.
 - i. Engineers should be done with final design by Sep/Oct, with RFPs for Contractors going out October-November.
- b. Will need to coordinate with Joel Moore to support C&S Engineers with his backhoe to conduct deeper perc tests.
- c. **Once C&S has final design or is ready, we will need to do another SEQR for the WWTP. This can be done at a special meeting or during a normal meeting depending on timing, and how fast we need to get it done for EFC.**
- d. Water repairs-continue to dialogue with Joel Moore on the status of the Grant to fund the engineering design.
- e. Cornell Local Roads report due June 21st, DPW will work with the board to implement speed calming recommendations/measures as we can afford. Potentially start looking for Grants with help from Cornell.
- f. August Budget review, perhaps the Auditors can help us understand our current fiscal position. Also, need to look at first quarter spending to make sure we are on track.
- g. Grant Writer Support:
 - i. Speed Calming Measures
 - ii. Grant for a Police Car, Radio and painting.
 - iii. SAFE STREETS! Work with SCOPED for submission in 2020. Need grant to cover sidewalks. Write the Grant for the maximum amount.
- h. The GOAL is to have the sewer lines and new water line, if required, laid on Main during DOT construction. Since DOT did traffic counts for detours the current assumption is construction on Main is slated for Spring.

CORRESPONDENCE

ADJOURN Aubrey Tomassi asked for adjournment, seconded by Tom Letteer. All in Favor. Meeting adjourned at 8:10 pm.



**REGULAR BOARD MEETING
VILLAGE OF ODESSA
JULY 15, 2019 6:30PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Gerry Messmer-Absent	Deputy Mayor Tom Letteer	Trustee Sally Hill
Trustee Anne Centurelli	Trustee Aubrey Tomassi	Fire Chief Mike Tomassi
DPW Superintendent Steve Siptrott	Code Enf. Harold Russell-Absent	
Clerk-Treasurer Pamela Kelly		

OTHERS IN ATTENDANCE

PUBLIC ATTENDEES—Patricia DelRossa Blanchard, Pam Ciccone

Patricia DelRossa lives at 504 Church Street and has for over 25 years. She sees many speeders going past her house every day (Bergen trucks, Town of Veteran trucks, Greenleaf trucks). She is wondering what can be done to cut down on how much speeding takes place on Church Street. She feels nothing is being done. She only sees the sheriff dept. for about ten minutes once a week. Steve explained that Cornell Roads has been here and will give their recommendations as to what will be the best avenue to take on that road to slow down traffic. He also told her that we are looking into a grant to get our own patrol car and that SCOPED is looking at putting sidewalks on Church Street.

Pam Ciccone wanted to say what a great job Steve has been doing at getting things all cleaned up around the village. She is very happy with his work.

APPOINTMENTS

Resolution 24-2019-20

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Attorneys Harter, Secret and Emory to start efforts to purchase land from and start dialogue with the Wesleyan Church.

Motion by: Anne Centurelli

Second: Sally Hill

Vote: All In Favor Motion Carried

REPORTS

CODE ENFORCEMENT—Harold was not present to give a report.

DPW REPORT—Kayla and Matt Kelly who live next to the DPW Garage have a water issue in their basement, which they have had a contractor try to fix. Now all of their water is going into the street. The village may have to go half and half with them to fix the catch basin. Steve will test the water in the street to see if it has any chlorine in it.

Suit Kote will oil and stone village roads for \$6445.63. We can use CHIPS money to cover that. He will have to do all of the prep work himself.

The brakes on the yellow truck failed and are being fixed. It will be around \$2000.

Steve has left messages with Ray Smith to see the new prototype hydrant. If he does not hear back from him within the week, he will go ahead and install the hydrant we already have.

The chipper is broke and he believes it needs a new fuel filter. The back steps to the Fire House are crumbling. Town of Montour Supervisor Dana Bailey will bring a crew to fix through shared services.

Steve has not yet heard back from Cornell Roads so he will give them a call.

FIRE DEPT—The Fire Department had 8 fires and 17 rescues for the month. The truck is online and can be viewed. The link is on Odessa File. Things are moving along well and should be done by August 20. Mike will be sending gear and radios down to be put on the truck. The boat is all ready to go out. Training will be done so it can be put into service. They have been filling a lot of pools. Truck 24 is back in service. All Physicals are done for the year. The 3rd Assistant Chief quit the department so a special election will be held to fill the position.

CLERK/TREASURER

Resolution 25-2019-20
VOUCHERS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the July 2019 Vouchers in the Amount of \$61,474.09.

Motion by: Aubrey Tomassi
Second: Anne Centurelli
Vote: All in Favor Motion Carried

Clerk Comments: The Clerk has had some help with office work from Mary Crainey and has offers of help from Theresa Letteer as well. Working on End of Year and should be complete by July 19.

Resolution 26-2019-20

MINUTES

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Minutes for June 17, 2019, Regular Meeting.

Motion by: Sally Hill
Second: Aubrey Tomassi
Vote: All In Favor Motion Carried

OLD BUSINESS

SEWER:

- C & S Engineers Survey Contractors have been working for a couple weeks now on the sewer line locations. Within 2 weeks they will be entering homes/businesses to calculate distance from the home to the street for hookup design/costs.

- C&S Engineers, DOT have been put in contact with each other to work a plan to install the sewer line when Main Street is re-done. DOT has done traffic counts on Mill Street to determine traffic flow for detour while working.
- Perc test will be done on Tuesday, August 6, 2019.
- Tom asked Ron Jackson to get ahold of EFC.

WATER REPAIR/GRANT:

- Engineer Cost estimate is complete, \$12,500. Engineers are working on a new Grant to fund this cost. Information has been sent to Travis Long to complete this process.

COMPTROLLER AUDIT:

- Audit continues on a daily basis. They should be done in the office in the next month, with a report due out in October.

VILLAGE RECORDS:

- Tom and Sally have been going through the old minutes and gathering information on old resolutions.

BUDGET:

- **Quarterly Budget Review will be the third month of the Quarter**
 - **August**, November, February and May

VILLAGE JUSTICE AUDIT:

- New York State Unified Court System now has a requirement for the Village Board to Audit the Justice Records. HYS Comptroller has a format to use. The results need to be sent back to the Unified Court System by September 3rd. Pam provided Ron with the checklist and he will supply the information to the board. Board will meet on Tuesday, July 23, 2019, at 6:30 pm to do the audit.

OPERATIONAL REQUIREMENTS

- The Comptroller, as part of their report, will give us recommendations on all policies based on their results.
- Village of Honey Falls, Mayor Rick Milne, has agreed to send us their products as a template.
- First Policy that we need to address is the Water District Billing Policy. Many accounts are delinquent, but we do not have a policy to turn off water until brought current. This is costing us revenue. One option is to levy the bills to their tax bill, as a last resort.
- *Personnel Policy Update/Development-not useable*
- *Traffic Law Review-6 years of complaints about Church and Speedway-will review with Cornell Local Roads on **June 12** when they come to the Village*
- *Assemble all Village Laws-Need all laws available for review and Resident review*
 - *Most Laws are 20 years old and irrelevant*
 - *Leash Law-1978, Traffic Law-2018, Unreasonable Noise-1971*
 - *Need a volunteer Trustee to work with Pam to assemble all Village Laws for review*
 - *Go through Binders, find all laws*
 - *Mayor working on*
- *Assemble all Village Policies*
 - *Need a Trustee to volunteer to work with Pam to assemble all Village Policies*

- GO through all binders, find Policies
- Anne Centurelli
- Development of Treasurers Report

- **Tax Records:** Mayor to contact Cornell University on Digitizing Service to put our Property Tax Records into a searchable PDF at a cost of about \$750. **On hold until we determine our financial status to fund this.**
- **Planning Board and Zoning Board**-Combine into one board as are most municipalities due to lack of volunteers.
 - Work with Schuyler County Planning Office, Kristin Van Horn, to finalize the product developed in conjunction with STC.
 - Target Date for Zoning Implementation: August 2019
 - Need to Validate:
 - Planning Board: Tracy Gavich, Joanna Scott, Alicia Janke
 - Zoning Board: Mike Tomassi, John "JJ" Jelliff, Lisa Karius
 - Need to get both boards together and see where we want to go with Main Street. Possibly a town hall meeting. Talk to residents to see what they want.

Carmella Hoffman asked to find out the status of putting up the Cheese Festival Banner on Main Street. Mike Tomassi will ask his boss and get in touch with Carmella directly to let her know the answer.

NEW BUSINESS

DISCUSS CHANGING WEBSITE FROM GO DADDY TO SCHUYLER COUNTY

Resolution 27-2019-20

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the changing of Website Host from Go Daddy to Schuyler County at an initial cost of \$500 for the first year and an annual cost of \$250 for the following four years.

Motion by: Tom Letteer
Second: Anne Centurelli
Vote: All In Favor Motion Carried

GAYLE GREUBER DAY

Resolution 28-2019-20

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Thursday, August 22, 2019, as Official Gayle Greuber Day in the Village of Odessa.

Motion by: Aubrey Tomassi
Second: Sally Hill
Vote: All In Favor Motion Carried

WATKINS GLEN CHAMBER OF COMMERCE--TABLED

- Discuss the value of the Village joining the Chamber at a cost of \$250 per year. The Board does not feel that there is any value in joining. Pam Ciccone spoke and said she does not feel the Chamber has any interest in helping anyone but the Village of Watkins Glen.

DISCUSS MOWING OF GRASS CLIPPINGS INTO THE STREET

It is illegal to mow your grass clippings into the street. This notice should be added to the website or posted in the Hi Lites to let the residents know. It was also discussed to have Harold go visit people who are in violation of this law.

TRUSTEE COMMENTS—Aubrey asked if there is a way to coat the DPW trucks to keep the salt from rusting them. Steve told her that this won't help brakes. Also, in the winter they have no place to wash the salt off the trucks because they sit outside. Sally says she hopes there are no snakes at the picnic for Gayle. Tom said he and Steve met with Amanda from SCOPED. She will take pictures of the kids walking to school once it is back in session. She will be able to assess the need for sidewalks then. She stated that DOT may do them for little or no cost. The Safe Streets Grant is not available until August of 2020. Mike Griffen will be designing the new Main Street.

MAYOR COMMENTS

Thoughts for next 90 days during my Absence:

- WWTP-Survey will continue until the beginning of July.
 - Engineers should be done with final design by Sep/Oct, with RFPs for Contractors going out October-November.
- Will need to coordinate with Joel Moore to support C&S Engineers with his backhoe to conduct deeper perc tests.
- Once C&S has final design or is ready, we will need to do another SEQR for the WWTP. This can be done at a special meeting or during a normal meeting depending on timing, and how fast we need to get it done for EFC.
- Water repairs-continue to dialogue with Joel Moore on the status of the Grant to fund the engineering design.
- Cornell Local Roads report due June 21st, DPW will work with the board to implement speed calming recommendations/measures as we can afford. Potentially start looking for Grants with help from Cornell.
- August Budget review, perhaps the Auditors can help us understand our current fiscal position. Also, need to look at first quarter spending to make sure we are on track.
- Grant Writer Support:
 - Speed Calming Measures
 - Grant for a Police Car, Radio and painting.
 - SAFE STREETS! Work with SCOPED for submission in 2020. Need grant to cover sidewalks. Write the Grant for the maximum amount.
- The GOAL is to have the sewer lines and new water line, if required, laid on Main during DOT construction. Since DOT did traffic counts for detours the current assumption is construction on Main is slated for Spring.

CORRESPONDENCE

ADJOURN Sally Hill asked for adjournment, seconded by Aubrey Tommassi. All in Favor. Meeting adjourned at 7:40 pm.



**REGULAR BOARD MEETING
VILLAGE OF ODESSA
AUGUST 19, 2019 6:30PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Gerry Messmer-Absent	Deputy Mayor Tom Letteer	Trustee Sally Hill
Trustee Anne Centurelli	Trustee Aubrey Tomassi	Fire Chief Mike Tomassi
DPW Superintendent Steve Siptrott	Code Enf. Harold Russell	
Clerk-Treasurer Pamela Kelly		

OTHERS IN ATTENDANCE—None

PUBLIC ATTENDEE—Patricia Blanchard and Spouse asking what is going on with the speeding on Church Street. Tom told them that the Board planned to discuss that situation during the meeting.

APPOINTMENTS—None

REPORTS

CODE ENFORCEMENT—There are a few small projects going on. Progress is being made on the Main Street property purchased by Jeff Parmenter. He is cleaning it up. The garbage on Merchant Ave. has been cleaned up. The rental property on Main has garbage and mattresses on the sidewalk. Harold will go talk to the residents and ask them to clean it up. There is an abandoned car near the end of Owen Place. Harold will call Sherriff. The property on Coddington that caught fire is not habitable.

DPW REPORT—Cornell Roads report does not have much helpful information. Did not suggest the four way stop at Church and Speedway. The report really had no value. Steve will look into the laws and requirements for putting up the already approved four way stop and report findings. In the meantime, Aubrey will post on the Village Facebook page for residents to watch for the new signs. The hold dug on the Church property on Speedway worked to divert water. Steve will still put more crusher run there. The hill by the Patterson residence has been cleared so that the visibility issue was taken care of. The cost from Central Asphalt to oil and stone Owen, MacDowell and Brooklyn Terrace is \$6445. The grinder did smooth out Brooklyn Terrace for the time being.

FIRE DEPT—The department had 12 Fire calls and 22 Rescue calls in July 2019. Mike asked to transfer funds from his accounts to alleviate negative balances and asked for the Board to approve the transfer of \$23951.18 into his reserve fund. This figure represents what was left in the Fire Protection portion of the 2017-18 Budget. Mike asked for approval to move the 1998 Freightliner with air packs and deck gun to surplus for the purpose of selling. Mike also asked for the Board to approve the sale of this truck to the Millport Fire Department for the sum of \$50,000. Mike also asked for approval to use \$200,000 from the Reserve Account to put towards the purchase of the new HE23 and for approval to take a check to Ferrara in the amount of \$754,593 on September 3, 2019. This amount will include the \$554,593 from the Bond and the \$200,000 transferred from the Reserve Account. Mike and JJ are all set to fly out to Ferrara on Sept. 3, 2019, for the final inspection. The truck should be ready and waiting. The Fire Department will

cover meals and the flights will come out of the Budget. The outing will be held on September 14, 2019, and the truck should be on site for that. HE27 will be out of service for yearly inspection. The Department covered the Seneca Highlands motocross event and that went well. A storm came through caused several other calls. The Board informed Mike that we cannot cover the sales tax that was charged on the purchase of a boat cover and would deduct \$2.31 from that voucher. It was asked as to why so many pens had to be purchased. They are used for several handouts. Mike asked the Board to approve two new Associate Member applications: Caminda Dudgeon and Luchano DeVita. Lastly, Mike thanked the Board for all of the support in purchasing the new truck. The Board thanked Mike as well.

Resolution 35-2019-20

1998 Freightliner/Air packs/Deck Gun to Surplus

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve naming the 1998 Freightliner with Air Packs and Deck Gun to surplus for the purpose of being sold.

Motion by: Sally
Second: Tom
Vote: All in Favor Motion Carried

Resolution 36-2019-20

1998 Freightliner/Air packs/Deck Gun Sale to Millport Fire Department

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the sale of 1998 Freightliner with Air Packs and Deck Gun to Millport Fire Department for the sum of \$50,000.

Motion by: Anne
Second: Aubrey
Vote: All in Favor Motion Carried

Resolution 37-2019-20

Transfer \$200,000 from Reserve Account

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the transfer of \$200,000 from the Fire Department Reserve account for the purpose of purchasing the new HE23.

Motion by: Tom
Second: Sally
Vote: All in Favor Motion Carried

Resolution 38-2019-20

Pay Ferrara for the new HE23

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the payment of \$754,593 to Ferrara for the new HE23 truck on September 3, 2019.

Motion by: Anne
Second: Aubrey
Vote: All in Favor Motion Carried

Resolution 39-2019-20

Approve New Associate Members

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve two new Associate Members to the Fire Department: Caminda Dudgeon and Luchano DeVita.

Motion by: Aubrey
Second: Tom
Vote: All in Favor Motion Carried

Resolution 31-2019-20

TRANSFER OF FUNDS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the transfer of \$23,951.18 from the General Fund checking account into the Fire Department Reserve account for the purpose of a down payment on the new fire truck. This amount represents the funds left over in the Fire Department budget for the fiscal year of 2017-2018.

Motion by: Anne
Second: Aubrey
Vote: All in Favor Motion Carried

Resolution 32-2019-20

BUDGET TRANSFERS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the Budget Transfers necessary to take accounts from a negative state. A5110.413 into A5110.411 \$30.00; A5148.110 into A8560.110 \$288.00; A5148.150 into A8560.150 \$81.00; A3410.210 into A3410.412 \$1358.65; A3410.417 into A3410.416 \$3000.00; F8320.412 into F8320.413 \$300.00.

Motion by: Anne
Second: Sally
Vote: All in Favor Motion Carried

CLERK/TREASURER

Resolution 33-2019-20
VOUCHERS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the July 2019 Vouchers in the Amount of \$76,583.90 .

Motion by: Tom
Second: Anne
Vote: All in Favor Motion Carried

Resolution 34-2019-20

MINUTES

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Minutes for July 15, 2019, Regular Meeting.

Motion by: Anne
Second: Tom
Vote: All In Favor Motion Carried

Resolution 39-2019-20

JOINT FUND PAYROLL TRANSFER

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the transfer of funds from the General Savings Account into the Joint Account to cover payroll until contract monies from other municipalities are received.

Motion by: Anne
Second: Sally
Vote: All In Favor Motion Carried

OLD BUSINESS

REVISIT FOUR WAY STOP AT CHURCH STREET AND SPEEDWAY—It was decided that Steve will get pricing for signage and review the laws and requirements. However, the Board is prepared to move forward with this four way stop at this time.

WATKINS GLEN CHAMBER OF COMMERCE--TABLED

- Discuss the value of the Village joining the Chamber at a cost of \$250 per year. The Board does not feel that there is any value in joining. Pam Ciccone spoke and said she does not feel the Chamber has any interest in helping anyone but the Village of Watkins Glen.

SEWER:

- C & S Engineers Survey Contractors have been working for a couple weeks now on the sewer line locations. Within 2 weeks they will be entering homes/businesses to calculate distance from the home to the street for hookup design/costs.
- Tom asked Ron Jackson to get ahold of EFC.

WATER REPAIR/GRANT:

- Engineer Cost estimate is complete, \$12,500. Engineers are working on a new Grant to fund this cost. Information has been sent to Travis Long to complete this process.

COMPTROLLER AUDIT:

- Audit continues on a daily basis. They should be done in the office in the next month, with a report due out in October.

BUDGET:

- **Quarterly Budget Review will be the third month of the Quarter**
 - **August**, November, February and May

VILLAGE JUSTICE AUDIT:

- The Board met on Tuesday, July 23, 2019, at 6:30 pm to do the audit. All went well.

OPERATIONAL REQUIREMENTS

- The Comptroller, as part of their report, will give us recommendations on all policies based on their results.
- Village of Honeye Falls, Mayor Rick Milne, has agreed to send us their products as a template.
- First Policy that we need to address is the Water District Billing Policy. Many accounts are delinquent, but we do not have a policy to turn off water until brought current. This is costing us revenue. One option is to levy the bills to their tax bill, as a last resort.
- *Personnel Policy Update/Development-not useable*
- *Traffic Law Review-6 years of complaints about Church and Speedway-will review with Cornell Local Roads on **June 12** when they come to the Village*
- *Assemble all Village Laws-Need all laws available for review and Resident review*
 - *Most Laws are 20 years old and irrelevant*
 - *Leash Law-1978, Traffic Law-2018, Unreasonable Noise-1971*
 - *Need a volunteer Trustee to work with Pam to assemble all Village Laws for review*
 - *Go through Binders, find all laws*
 - *Mayor working on*
- *Assemble all Village Policies*
 - *Need a Trustee to volunteer to work with Pam to assemble all Village Policies*
 - *GO through all binders, find Policies*
 - *Anne Centurelli*
- *Development of Treasurers Report*

- **Tax Records:** Mayor to contact Cornell University on Digitizing Service to put our Property Tax Records into a searchable PDF at a cost of about \$750. **On hold until we determine our financial status to fund this.**
- **Planning Board and Zoning Board-Combine into one board as are most municipalities due to lack of volunteers.**
 - *Work with Schuylers County Planning Office, Kristin Van Horn, to finalize the product developed in conjunction with STC.*
 - *Target Date for Zoning Implementation: August 2019*
 - **Need to Validate:**
 - *Planning Board: Tracy Gavich, Joanna Scott, Alicia Janke*
 - *Zoning Board: Mike Tomassi, John "JJ" Jelliff, Lisa Karius*
 - *Need to get both boards together and see where we want to go with Main Street. Possibly a town hall meeting. Talk to residents to see what they want.*

NEW BUSINESS

GAYLE GREUBER DAY—Steve—do you need a resolution to close First Street for this event? From Church to just beyond the Library.

Resolution 40-2019-20

ROAD CLOSURE OF FIRST STREET

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the closing of First Street from Church to the DPW Building on August 22, 2019, for Gayle Greuber Day.

Motion by: Tom
Second: Anne
Vote: All In Favor Motion Carried

DISCUSS MOWING OF GRASS CLIPPINGS INTO THE STREET

It is illegal to mow your grass clippings into the street. Can this notice be posted on our Facebook page at this time? Aubrey added this information to the Facebook page immediately.

TRUSTEE COMMENTS—None

MAYOR COMMENTS

Thoughts for next 90 days during my Absence:

- a. WWTP-Survey will continue until the beginning of July.
 - i. Engineers should be done with final design by Sep/Oct, with RFPs for Contractors going out October-November.
- b. Will need to coordinate with Joel Moore to support C&S Engineers with his backhoe to conduct deeper perc tests.
- c. **Once C&S has final design or is ready, we will need to do another SEQR for the WWTP. This can be done at a special meeting or during a normal meeting depending on timing, and how fast we need to get it done for EFC.**
- d. Water repairs-continue to dialogue with Joel Moore on the status of the Grant to fund the engineering design.

- e. Cornell Local Roads report due June 21st, DPW will work with the board to implement speed calming recommendations/measures as we can afford. Potentially start looking for Grants with help from Cornell.
- f. August Budget review, perhaps the Auditors can help us understand our current fiscal position. Also, need to look at first quarter spending to make sure we are on track.
- g. Grant Writer Support:
 - i. Speed Calming Measures
 - ii. Grant for a Police Car, Radio and painting.
 - iii. SAFE STREETS! Work with SCOPED for submission in 2020. Need grant to cover sidewalks. Write the Grant for the maximum amount.
- h. The GOAL is to have the sewer lines and new water line, if required, laid on Main during DOT construction. Since DOT did traffic counts for detours the current assumption is construction on Main is slated for Spring.

CORRESPONDENCE—None

At 7:50 pm Anne made a motion to go into Executive Session to discuss personnel matters.

ADJOURN—Meeting was adjourned after Executive Session at 8:15 pm.



**REGULAR BOARD MEETING
VILLAGE OF ODESSA
SEPTEMBER 16, 2019 6:30PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Gerry Messmer-Absent
Trustee Anne Centurelli
DPW Superintendent Steve Siptrott
Clerk-Treasurer Pamela Kelly

Deputy Mayor Tom Letteer
Trustee Aubrey Tomassi
Code Enf. Harold Russell
Trustee Sally Hill
Fire Chief Mike Tomassi

OTHERS IN ATTENDANCE—

PUBLIC ATTENDEE—Lou Ciccone, Pam Ciccone, Peggy Tomassi—Peggy is interested in pursuing and taking on the banners for the Hometown Heroes flags. The flags are purchased by the families and put up in the spring. Steve will help to make sure the brackets are correct. Lou asked about the need for the four-way stop. Lou asked about what the Baptist Church needs to do to have a bonfire there. Mike said he would have to go look at the location where they would like it and make sure there are no wires, etc.

APPOINTMENTS—None

REPORTS

CODE ENFORCEMENT—No report as Harold was not present.

DPW REPORT—Morgan's meter pit pushed down due driving over it. It also freezes. It is expensive for a new one, but will have to be fixed. The quote for Brooklyn Terrace paving is \$24750 from Dalrymple. It can be done next month. Next year will have to focus on Merchant, Owen and MacDowell roads. Steve will go ahead and proceed with the Dalrymple quote. Will also need new location for tree removal.

FIRE DEPT— The department had 10 fires and 19 rescues in August. The new truck is done and will be delivered either Tuesday or Wednesday of next week. It's arrival will be posted so the village residents are aware. Alijah Bailey was approved as an Associate Member. The engines and pumper were pump tested but not the Freightliner. That will be tested at the facility. Working with Pam on the budget, and it will be shifted around next month. Friday night the overhead cable broke and it was repaired on Saturday.

CLERK/TREASURER

Resolution 41-2019-20
BUDGET TRANSFERS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the Budget Transfers necessary to take accounts from a negative state. A5148.110 to A8560.110 \$108.00; F8310.115 to F8310.110 \$216.00.

Motion by: Sally Hill
Second: Tom Letteer
Vote: All in Favor Motion Carried

Resolution 42-2019-20
VOUCHERS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the September 2019 Vouchers in the Amount of \$789,494.76.

Motion by: Tom Letteer
Second: Aubrey Tomassi
Vote: All in Favor Motion Carried

Resolution 43-2019-20

MINUTES

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Minutes for August 19, 2019, Regular Meeting.

Motion by: Sally Hill
Second: Tom Letteer
Vote: All in Favor Motion Carried

OLD BUSINESS

REVISIT FOUR WAY STOP AT CHURCH STREET AND SPEEDWAY

- Discuss steps necessary to proceed with this: Introduce draft of the local law, set up public hearing date, publish date in official newspaper, mail out final version 10 days prior to final passage. Tom has further information from that point.
- Public Hearing will be September 30 at 5 pm
- Pam will post notice in Hi-Lites and Watkins Review

WATKINS GLEN CHAMBER OF COMMERCE--TABLED

- Discuss the value of the Village joining the Chamber at a cost of \$250 per year. The Board does not feel that there is any value in joining. Pam Ciccone spoke and said she does not feel the Chamber has any interest in helping anyone but the Village of Watkins Glen.

COMPUTEL CONSULTANTS—Working to get the Village back payments for Gross Receipts Tax from Charter Communications. Could be as little as \$4250 or as much as \$18,732 depending on if they dispute our law. Computel will get 40% of whatever they recover for the Village.

SEWER:

- C & S Engineers Survey Contractors have been working for a couple weeks now on the sewer line locations. The surveyor went to several homes to take measurements and they are now completed. The Village is still looking to do sewer, water and sidewalks all at the same time.
- Tom asked Ron Jackson to get ahold of EFC. Ron will get that done and send a draft. The Village has not yet received this.

WATER REPAIR/GRANT:

- Engineer Cost estimate is complete, \$12,500. Engineers are working on a new Grant to fund this cost. Information has been sent to Travis Long to complete this process.

COMPTROLLER AUDIT:

- Audit continues on a daily basis. They should be done in the office in the next month, with a report due out in October. However, the Auditor is now reviewing Retirement so she may be here longer.

BUDGET:

- **Quarterly Budget Review will be the third month of the Quarter**
 - August, November, February and May

Tax Records: Mayor to contact Cornell University on Digitizing Service to put our Property Tax Records into a searchable PDF at a cost of about \$750. **On hold until we determine our financial status to fund this.**

GAYLE GREUBER DAY—Went well. Tom has correspondence from this event to share, which are two thank you's from Gayle and from Bonnie Switzer.

DISCUSS MOWING OF GRASS CLIPPINGS INTO THE STREET

Was added to the Facebook page.

NEW BUSINESS

LYNDA KRAMER—Discuss Homecoming Parade. Information was already given to the Fire Department. Tom Letter made a motion, which was seconded by Sally Hill, to approve the shut-down of Village Streets for the parade as follows: College Avenue to Maple to Merchant to Speedway to the OMCS parking lot. This information will be posted on the Facebook page. Mike will have Fire Department there for bonfire.

GERRY EMAIL—Shared Commercial Kitchen proposal. Tom will draft a letter with a template provided in favor of the Shared Kitchen.

TRUSTEE COMMENTS—None

MAYOR COMMENTS—Tom shared an email that was received from Ron and Laura Mathews. They are concerned with the smell from Bergen Farms spreading their manure. She feels it reduces the value of homes in the area where they spread. The email has several other concerns. However, the Village has no jurisdiction over the items that she discusses. Tom suggested that she get in touch with DEC.

Thoughts for next 90 days during my Absence:

- a. WWTP-Survey will continue until the beginning of July.
 - i. Engineers should be done with final design by Sep/Oct, with RFPs for Contractors going out October-November.
- b. Will need to coordinate with Joel Moore to support C&S Engineers with his backhoe to conduct deeper perc tests.
- c. **Once C&S has final design or is ready, we will need to do another SEQR for the WWTP. This can be done at a special meeting or during a normal meeting depending on timing, and how fast we need to get it done for EFC.**
- d. Water repairs-continue to dialogue with Joel Moore on the status of the Grant to fund the engineering design.
- e. Cornell Local Roads report due June 21st, DPW will work with the board to implement speed calming recommendations/measures as we can afford. Potentially start looking for Grants with help from Cornell.
- f. August Budget review, perhaps the Auditors can help us understand our current fiscal position. Also, need to look at first quarter spending to make sure we are on track.
- g. Grant Writer Support:
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 - ii. Grant for a Police Car, Radio and painting.
 - iii. SAFE STREETS! Work with SCOPED for submission in 2020. Need grant to cover sidewalks. Write the Grant for the maximum amount.
- h. The GOAL is to have the sewer lines and new water line, if required, laid on Main during DOT construction. Since DOT did traffic counts for detours the current assumption is construction on Main is slated for Spring.

CORRESPONDENCE—None

ADJOURN—Motion to adjourn was made at 7:28 by Sally Hill, seconded by Tom Letter. Meeting was adjourned.



AGENDA
VILLAGE OF ODESSA
PUBLIC HEARING
Local Law 1-2019 Village Traffic Enforcement
September 30, 2019 – 5 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL:

Mayor Gerry Messmer-Absent	Trustee Centurelli – Absent
Trustee Hill – Present	Deputy Mayor Letteer – Present
Trustee Tomassi – Present	Clerk/Treasurer Kelly - Present
Fire Chief Tomassi - Absent	Superintendent Siptrott – Absent
Code Enforcement Officer Russell– Absent	

OTHER IN ATTENDANCE: Rita Decker, Patricia DelRossa and Spouse, Harry Lockwood.

PUBLIC HEARING: Tom asked for comments from the public attendees regarding the proposal to enact Local Law 1-2019, which will establish a four-way stop at the intersection of Church and Speedway Streets in the Village of Odessa. Mr. Lockwood feels the stop signs are an excellent idea. He walks all over town and has nearly been hit there. He made the suggestion to lower the speed limit on all village streets to 20 mph. He feels the four-way stop is a step in the right direction. Mr. DelRossa sees many speeders using Church Street, including cars late at night with no headlights. Mrs. Decker also feels the stop sign is a good idea. She also hopes the new owners on the corner of Church and Speedway will consider trimming back the bushes that block the view. But stop signs on both streets will help.

After there were no more comments from the public, the Village Board made the following resolution:

Resolution 44-2019-20

NOW THEREFORE BE IT RESOLVED: that the Board of Trustees approve Local Law 1-2019, which will establish a four-way stop at the intersection of Church and Speedway Streets.

Motion by: Sally Hill

Second: Aubrey Tomassi

Vote: All in Favor Motion Carried

The Clerk and Deputy Mayor will meet on October 1, 2019, to complete the Certification of the new Local Law 1-2019 and send the law to New York State.

ADJOURN – A Motion to Adjourn was made at 5:17 by Aubrey Tomassi, seconded by Tom Letteer. All were in favor. Meeting adjourned at 5:17 pm.



AGENDA BOARD MEETING VILLAGE OF ODESSA OCTOBER 21, 2019, 2019 6:30PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Gerry Messmer

Deputy Mayor Tom Letteer

Clerk-Treasurer Pamela Kelly

Trustee Anne Centurelli

Trustee Aubrey Tomassi

Trustee Sally Hill

DPW Superintendent Steve Siptrott

Fire Chief Mike Tomassi

Code Enf. Harold Russell

OTHERS IN ATTENDANCE—None

PUBLIC ATTENDEE—Kelly Hartford. Kelly had a concern that she had not received a past due water letter for her tenant. The tenant is behind on her bill and Kelly just found out that information. The Mayor and Clerk both apologized, as the new Clerk is still learning all of the necessary correspondence that takes place. Clerk will send out notices to all water accounts that have arrears on Thursday, October 24.

APPOINTMENTS—None

REPORTS

CODE ENFORCEMENT—Owen Place is looking much better. Most all of the houses there are being cleaned up. Coddington Place is the next street that needs attention. Harold has talked to some of the homeowners who need to clean up property. He discussed a fire at the Wesleyan Church that led to him discovering several code issues that need to be fixed. Electrical work needs to be done and then inspected by a licensed NYS Inspector. Harold starts his Fire Academy class on 10/22/19.

DPW REPORT—The Four-Way stop is installed. Most everyone approves, although there have been some who do not. Morgan's water pit is all repaired. Cookie was not available so Steve had to rent a machine and do that part on his own. The big oak tree near the new stop sign will be taken down on 10/22/19. A radiator leak in the Village Clerk's office has been repaired. Brooklyn Terrace is still on the schedule for paving this month. All else is running well.

FIRE DEPT—The department had 10 fire calls and 17 rescue calls in September. The new HE23 is all in service. Everyone has been trained on the new truck. There is still some programming that needs to be completed. The old Freightliner is all drained and still over at Tanner's. Millport is still purchasing the truck. Mike is just waiting to receive their payment. He informed the Board that National Drug Take Back Day is October 26 and the Sheriff's Department will be at the Fire House to collect old prescription drugs only. The Mayor suggested posting this to our Facebook page. An Open House was already held for the new truck with a few people attending. The truck is very powerful and moves water quickly.

Resolution 45-2019-20
BUDGET TRANSFERS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approves Budget Transfers necessary to take accounts from a negative state. A5148.110 to A8560.110 \$108; A3410.412 to A3410.210 \$44,707.37; F8340.402 TO F200 \$5114.72.

Motion by: Tom Letteer
Second: Anne Centurelli
Vote: All in Favor, Motion Carried

Resolution 46-2019-20
BUDGET AMENDMENTS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Budget Amendments in the following amounts: A511 DB \$200,000; A962 CR 200,000; A3412R DB \$200,000; A3410.210 CR \$200,000; A510 DB \$554,593; A960 CR \$554,593; A5710 DB \$554,593; A3410.210 CR \$554,593; A3410.416 DB \$3,000; A3410.417 CR \$3,000; L9950.900 DB \$1,076; L7410.434 CR \$1076; A1130 DB \$18,732.99; A1930.402 CR \$7,500; A1420.402 CR \$11,232.99; DB F2680 \$5114.72; CR F8340.402 \$5114.72.

Motion by: Anne Centurelli
Second: Sally Hill
Vote: All in Favor, Motion Carried

CLERK/TREASURER

Resolution 47-2019-20
VOUCHERS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approves the October 2019 Vouchers in the Amount of \$37,276.91.

Motion by: Aubrey Tomassi
Second: Tom Letteer
Vote: All in Favor, Motion Carried

Resolution 48-2019-20

MINUTES

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approves the Minutes of the September 16, 2019, Regular Meeting.

Motion by: Aubrey Tomassi
Second: Anne Centurelli
Vote: All in Favor, Motion Carried

OLD BUSINESS

DUMPSTER DAY—approximately 60 loads were taken in at our annual dumpster day. We do need to find out where the steel dumpster came from in the past.

WATKINS GLEN CHAMBER OF COMMERCE

- Discuss the value of the Village joining the Chamber at a cost of \$250 per year. The Board does not feel that there is any value in joining. Gerry will meet with Rebecca to discuss what tangible help the Chamber can give to the Village of Odessa.

COMPUTEL CONSULTANTS—Got the Village back payments for Gross Receipts Tax from Charter Communications in the amount of \$18,732.99. Computel will get 40% of whatever they recovered for the Village so their invoice is in the amount of \$7,493.20. The Mayor would like to put the excess money into the Budget lines of Judgements and Claims to cover the invoice from Computel and Other Legal Costs to offset any unexpected legal fees.

Resolution 49-2019-20

Approve Payment to Computel

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approves the payment of \$7,493.20 to Computel for their fee to recover \$18,732.99 GRT from TWC/Charter. (This amount is added into the Voucher total.)

Motion by: Gerry Messmer
Second: Anne Centurelli
Vote: All in Favor, Motion Carried

SEWER:

- C & S Engineers Survey Contractors have been working for a couple weeks now on the sewer line locations. The surveyor went to several homes to take measurements.

Resolution 49-2019-20

Approve C & S Engineer Exhibit A for SEQR

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approves Exhibit A from C & S Engineers for Sewer Project with an additional cost of \$3,500.

Motion by: Gerry Messmer
Second: Tom Letteer
Vote: All in Favor, Motion Carried

- Tom asked Ron Jackson to get ahold of EFC. Ron will get that done and send a draft.

WATER REPAIR/GRANT:

- Engineer Cost estimate is complete, \$12,500. Engineers are working on a new Grant to fund this cost. Information has been sent to Travis Long to complete this process. Travis Long will forward a Short Form of Agreement that needs to be signed and returned to complete the engineering. JHA is also looking for payment in the amount of \$3,888.63 for work already completed.

COMPTROLLER AUDIT:

The Audit is almost completed. The Auditor will have a report to the Village as soon as possible. The Village will have to do an Audit on their own of both the Library and the Clerk using the NYCOM checklist. The Village needs to get Policies and Procedures done, per the Auditor.

BUDGET:

- **Quarterly Budget Review will be the third month of the Quarter**
 - August, November, February and May

Tax Records: Mayor to contact Cornell University on Digitizing Service to put our Property Tax Records into a searchable PDF at a cost of about \$750. The Mayor will now follow up on this project.

NEW BUSINESS

FIVE YEAR SALT USAGE—The five-year average for salt usage in the Village is \$6627.12. The current budget only has \$2,500 included. We need to consider adjusting this budget line. The Board will do a resolution next month to increase this line in the Budget.

PASSING OF JUDGE DALE JAYNES—Our Associate Justice, Dale Jaynes, passed away. Do we need to fill this position with another Associate Justice? We will need to get with Judge Goossen to see what needs to be done to fill this position.

HALLOWEEN TRICK OR TREAT HOURS—Trick or treat hours for the Village will be October 31 from 6 pm until 8 pm. This will be posted to the Facebook page.

CHRISTMAS PARTY DATE—The annual Tree Lighting Ceremony will be held on December 8, 2019.

TRUSTEE COMMENTS—Anne will be away from November 18-20 and will not be at the next Board meeting. Tom informed the Mayor that the Village sent a letter in support of the Shared Certified Kitchen.

MAYOR COMMENTS—The Mayor will discuss the Summer Recreation Program with the County and other Mayors at their meeting October 24. The Main Street project will not take place until 2021. We will have to work with RFP to fix the street back to an acceptable state after the sewer lines are installed. Asked how the Board felt about having a horse in the Village and the Board suggested that a need to speak with all neighbors was necessary beforehand to ensure there are no objections. The Mayor asked the Board if they were interested in pursuing a grant to fund a part-time Police Officer for the Village. The Board would like to look at all of the ins and outs before taking on this task. The Mayor thanked the Board and the Clerk for all of their hard work to keep things running smoothly during his absence. He stated that how things went speaks highly of the level of team work put in on all parts. The following list of thoughts were all discussed and seem to be on track or are already completed.

Thoughts for next 90 days during my Absence:

- a. WWTP-Survey will continue until the beginning of July.
 - i. Engineers should be done with final design by Sep/Oct, with RFPs for Contractors going out October-November.
- b. Will need to coordinate with Joel Moore to support C&S Engineers with his backhoe to conduct deeper perc tests.
- c. Once C&S has final design or is ready, we will need to do another SEQR for the WWTP. This can be done at a special meeting or during a normal meeting depending on timing, and how fast we need to get it done for EFC.
- d. Water repairs-continue to dialogue with Joel Moore on the status of the Grant to fund the engineering design.
- e. Cornell Local Roads report due June 21st, DPW will work with the board to implement speed calming recommendations/measures as we can afford. Potentially start looking for Grants with help from Cornell.
- f. August Budget review, perhaps the Auditors can help us understand our current fiscal position. Also, need to look at first quarter spending to make sure we are on track.
- g. Grant Writer Support:
 - i. Speed Calming Measures
 - ii. Grant for a Police Car, Radio and painting.
 - iii. SAFE STREETS! Work with SCOPED for submission in 2020. Need grant to cover sidewalks. Write the Grant for the maximum amount.
- h. The GOAL is to have the sewer lines and new water line, if required, laid on Main during DOT construction. Since DOT did traffic counts for detours the current assumption is construction on Main is slated for spring.

CORRESPONDENCE

Green Chip Waste—Free of charge state and local government recycling program. The Board is interested in getting more information on this program for future Dumpster Days.

ADJOURN A Motion to Adjourn was made by Anne Centurelli at 7:40 pm. Tom Letteer seconded the motion, which was approved by all.



**SPECIAL BOARD MEETING
VILLAGE OF ODESSA
NOVEMBER 7, 2019 6:30 PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Gerry Messmer

Deputy Mayor Tom Letteer

Trustee Anne Centurelli

Trustee Sally Hill-Absent

Trustee Aubrey Tomassi

OTHERS IN ATTENDANCE--NONE

PUBLIC ATTENDEES--NONE

The Village of Odessa held a Special Board Meeting for adoption of Climate Smart Policy in conjunction with Cornell University.

Resolution 51-2019-20
Village of Odessa Climate Smart Resolution

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve establishing a Climate Smart Policy in order to work with Cornell Cooperative Extension and New York State climate programs.

Motion by: Aubrey Tomassi

Second: Anne Centurelli

Vote: All in Favor-Carried

Resolution 52-2019-20
Establish Energy Benchmarking Requirements for Certain Municipal Buildings

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve allowing Cornell Cooperative Extension to perform energy audits to improve energy efficiency of Municipal Buildings.

Motion by: Tom Letteer

Second: Anne Centurelli

Vote: All in Favor-Carried

Resolution 53-2019-20

To Adopt New York State Energy Research and Development Authority (NYSERDA) and New York Power Authority (NYPA) and City University of New York (CUNY) New York State Unified Solar Permit Process

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve this policy that reduces the cost for Solar Projects by streamlining the Solar Permit process. The Climate Smart Program, once adopted, allows residents to apply for grants for energy efficient heating and cooling.

Motion by: Anne Centurelli

Second: Aubrey Tomassi

Vote: All in Favor-Carried

Handout was given out for Board Members to read on a draft resolution for complete streets planning for future adoption.

Motion to adjourn by Aubrey Tomassi, seconded by Gerry Messmer at 7:12 pm.



**REGULAR BOARD MEETING
VILLAGE OF ODESSA
NOVEMBER 18, 2019 6:30 PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Gerry Messmer	Trustee Anne Centurelli-Absent	DPW Superintendent Steve Siptrott
Deputy Mayor Tom Letteer	Trustee Sally Hill	Fire Chief Mike Tomassi
Clerk-Treasurer Pamela Kelly	Trustee Aubrey Tomassi	Code Enforcement Harold Russell

OTHERS IN ATTENDANCE—Solar Farms New York-Came and explained the program and savings on NYSEG bills of 5% annually by joining with Solar Farms. Every Village account that joins the group will earn a \$100 donation to our Joint Youth Fund.

PUBLIC ATTENDEES—Matt Kelly-Matt is working as a Concerned Citizen with the Mayor on our water situation. He appreciates what the Board is already doing to improve the water issues. There are several frustrations. He sees that Village residents do not attend Board Meetings, but they are still concerned. He feels Social Media is a good way to communicate with residents, but states that caution should be used when making statements or comments. Try to keep negative remarks off the Social Media platform. As a resident and citizen of the Village, he has reached out to the NYS Dept. of Local Government Services representative, John Fatato. John forwarded his information to the Local Government and Efficiency Program. That Dept. should be getting back to Matt soon. Matt feels that transparency goes a long way. He also feels that there were not as many issues with the water before the State got involved. Steve will backflush from his meter out to the main to clear it and see if it helps Matt's water issue at all.

Lisa Wixson-Saturday, November 30 will be Small Business Saturday here at the Village Hall from 10 am until 2 pm. There will be 30 vendors. The band and chorus from OMCS will be performing. The Tree Lighting will take place at 5 pm.

REPORTS

CODE ENFORCEMENT—the owner with the pool on Coddington Place was told the pool has to go. It is still there. Harold will follow up on this. Another home on Coddington looks uninhabited. Tom Cook has purchased the burned home. Harold has completed 8 energy code, 4 community energy and 4 Municipal Officer and Code hours. Also 24 hours at the Fire Academy. His training hours are up to 51.

DPW REPORT—Panelogic fixed a glitch in the chemical pump. There is a new electric heater in the shop, which will hopefully help with freezing issues. Matt Kelly has a new meter installed. We have four more new meters coming. Steve will be replacing all of the 1940 meters. They are working on fixing the snowflakes, but they will not be up for Small Business Saturday. Leaf pickup will be caught up shortly. The walnut tree at the intersection of Church and Speedway has been taken down, as it obscured the stop sign. Brooklyn Terrace is now re-paved. The office painting will get done soon. The floor in the community room needs to be replaced. There are two options: cover the existing floor with new or pay someone to come take this one out. The salters are starting to fall apart. We can use CHIPs money to fix them. The steps out back are still in need

of repair. Temporary fix will be done for now and in the spring they will be replaced. Steve will be on vacation for a few days. Thane will cover any issues that arise.

FIRE DEPT—the department had 7 fire calls and 19 rescue calls. The tanker will be out of service for some time to get the tank welded or replaced under lifetime warranty. The Halloween Parade had a large number of children participate. Keep the Wreath Blue starts on 11/23/19. If there is a house fire, one bulb will be changed from blue to red. The Kid's Party will be on December 8 from 1 until 3 with Santa. The department will participate in the Watkins Glen Village Christmas parade on 12/13/19. The new truck will go. Millport purchased and paid for old HE23. The money will be used as stated in Resolution 56-2019-20.

CLERK/TREASURER

Resolution 54-2019-20
VOUCHERS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approves the November 2019 Vouchers in the amount of \$22,364.29.

Motion by: Aubrey Tomassi
Second: Sally Hill
Vote: All in Favor-Carried

Resolution 55-2019-20
MINUTES

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the minutes of the October 21, 2019, Regular Meeting.

Motion by: Tom Letteer
Second: Aubrey Tomassi
Vote: All in Favor-Carried

Resolution 56-2019-20
BUDGET TRANSFERS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approves the transfer of funds from A8560.400 to A5110.412 in the amount of \$2100; A2665 to A3410.416 in the amount of \$5000; A2665 to A3410.412 in the amount of \$11,000; A2665 to A3410.440 in the amount of \$4000.

Motion by: Sally Hill
Second: Tom Letteer
Vote: All in Favor-Carried

OLD BUSINESS

FIVE YEAR SALT USAGE—the five-year average for salt usage in the Village is \$6627.12. The current budget only has \$2,500 included. The Board needs to consider adjusting this budget line. The Mayor will be speaking with the Town of Catharine regarding shared salt/bulk purchase with the new Supervisor takes office. The Mayor will also speak with OMCS regarding this same idea.

WATKINS GLEN CHAMBER OF COMMERCE—The Mayor has not yet had a chance to speak with the Chamber yet. He still plans to do this. He will propose a one year free membership so that the Village can see exactly what can be offered. Possibly bring an event to our Village.

SEWER—

- C & S Engineers will have the final SEQR to the Board by next week.
- RFP process to start in January 2020.

WATER REPAIR/GRANT—

- JHA is meeting with USDA on November 21, 2019, to fix the SAM issues and submit the grant. Grant amount will be \$40,000 to complete the study.

COMPTROLLER AUDIT—

- The audit continues on a daily basis. The auditor feels she will be done in the next month, with a report due out as soon as audit is completed.

BUDGET—

- **Quarterly Budget Review will be the third month of each Quarter**
August, November, February and May

TAX RECORDS—

- The use of Cornell's Digitizing Service at a cost of approximately \$750 is on hold until our financial status to fund this project is determined.

NEW BUSINESS

- Comprehensive Village Plan—we need a Board Member or village resident to work with SCOPED to write this plan.
- Zoning—we need to Zoning Board to work with Schuyler County to modify the Zoning Laws written by the County and Corning Community College.
- Village Board must start writing all policies ASAP. The Mayor will lead this with Board help.
- Appoint a Village Constable to enforce non-moving violations, illegal parking.
- Village Board must complete the Annual Audit

TRUSTEE COMMENTS—NONE

MAYOR COMMENTS—The Government is encouraging Villages to become Climate Smart. The Village of Odessa will pursue this. The plans are to put in an Electric Car Charging Station first. The Village will apply for the grants, which can be used for anything that makes the Village green. We will go to the Village residents with a Town Hall meeting to see what they would like to see. The Village will get permissive Zoning Laws in place. The Mayor handed out a Village Policy Framework packet, an Introduction to the Village of Odessa, Village of Odessa Project Updates and a 2019 Sanitary Survey Public Water System, all of which are attached.

CORRESPONDENCE—None

ADJOURN—Motion made by Aubrey Tomassi, seconded by Sally Hill at 8:15 pm.

Village Policy Framework

In order to be successful, a Comprehensive Plan must be developed and implemented on multiple levels. It must address the short and long term needs of a community as well as provide varying levels of detail. The intent of the policy framework is to be future-oriented, acting as a guide to achieve the community's vision. This plan has five key elements:

.....

VISION A general statement that describes the aspiration of the Village, Town or County; it is an end towards which all actions are aimed. The Vision should not dramatically change over time but rather be consistent throughout the planning horizon. Ideally, the Vision contained in this plan should be useful for the 10-year planning horizon.

POLICY Similar to a vision in that it is a general statement of a future condition towards which actions are aimed. However, the scope of a policy is much more narrow. It should support the vision by addressing a particular area or issue facing the community. Policies should not dramatically change over time but rather be consistent throughout the planning horizon. Ideally, the policies contained in this plan should be useful for the 10-year planning horizon.

OBJECTIVE A statement of a measurable activity to be accomplished in pursuit of the policy; it refers to some specific aspiration which is reasonably attainable. Think in terms of actions such as "increase", "develop", or "preserve". It should be noted that the municipality may already be undertaking some of the objectives articulated in this plan and have included them to ensure that they continue to do so over the next decade. The lifespan of an objective is usually 6 to 10 years.

IMPLEMENTATION ITEM A specific proposal to do something that relates directly to accomplishing a strategy; it can take the form of a plan, project, or program. The lifespan of an implementation item can vary from one to 10 years depending on the item.

MEASURE A specific measure that relates directly to accomplishing the objectives; it identifies how, when, and the amount to be done. Think in terms of, "How do we tell if our objectives are working?" Measures should be reviewed every one to two years to determine if the objectives are effective. The measures included in this plan are more general and do not specify a time frame and amount to be accomplished. The Town and Village should work to establish the baseline condition for all the measures in this plan and then determine the level and timing that is desirable. (It should be noted that interns are a good resource available to communities in gathering this type of information.)

.....

Each policy is intended to function as part of this document or to be used as a stand alone work plan that can be taken out, copied, and assigned to a committee to undertake.

Our Village's Vision

It is the vision of the Village to remain the civic, social, and economic center of the broader community. It will be a place known for its...



Photo Credit: Norrie Cornelius

- I. Safe and attractive neighborhoods;
- II. Vital downtown area;
- III. Strong local economy;
- IV. Diverse leisure and cultural assets;
- V. Scenic natural resources; and
- VI. Quality community resources.

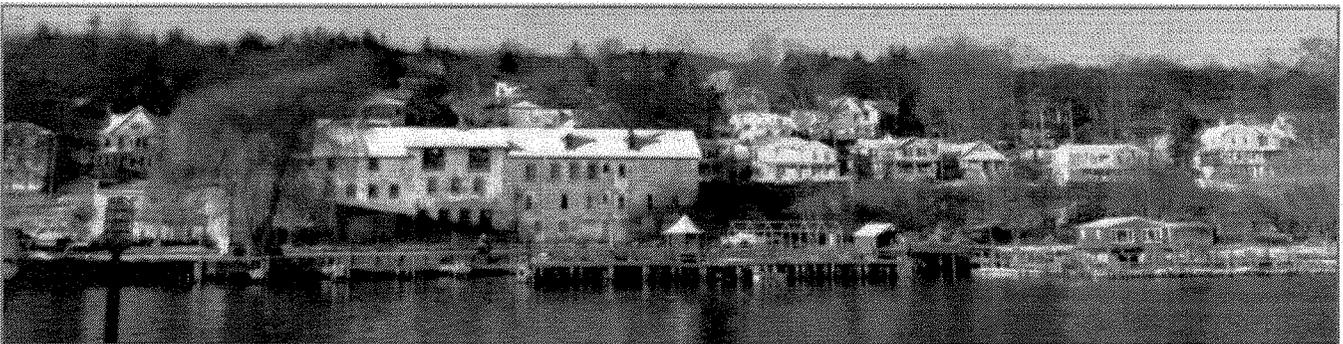


Photo Credit: Norrie Cornelius

... The Village will strive to achieve this vision while maintaining its traditional pedestrian scaled development pattern. The Village also recognizes that the rural setting that surrounds it is part of its character, enhances the quality of life of its residents, and should be preserved.

Neighborhoods

Introduction



Photo Credit: Richard Owlett

According to a survey conducted by the National Association of Homebuyers, the following amenities were most influential in choosing to move into a new community: highway access, walking/jogging/bike trails, sidewalks on both sides of the street, a nearby park area, playgrounds, and shops within walking distance. The survey also indicated that buyers were willing to pay more for a home that offered these amenities. In addition, a leading market research firm (Zimmerman Volk & Associates) believes that as many as 50% of homebuyers prefer homes built on smaller lots with traditional neighborhood elements. The four villages within Schuyler County offer a more traditional lifestyle that is consistent with these national trends.

Within Schuyler County, our villages generally have a higher percentage of renter occupied housing units compared to the towns. These rental units add to the diversity of living options available to village residents. As a result, the villages should continue to focus on efforts to ensure that the presence of rental properties does not detract from the overall character of the neighborhoods in which they are located.

Arguably one of the most pressing housing related concerns for the villages will be providing increasing elderly populations with the ability to age-in-place. Across the nation, urban and rural areas are facing new demands from their rapidly aging populations, largely due to the expansive Baby Boomer generation that began turning 65 at the start of 2011. This trend is no different in the villages of Schuyler County, as we are already experiencing pressures to provide services for seniors, which make up on average 23% of our villages' populations. The villages will continue to see these pressures increase over the next two decades, due to the fact that approximately half of each village's current population is 45 years of age or older. Fortunately, the compact development pattern of our villages makes them well suited to accommodate the needs of our senior citizens. The villages should ensure that new housing options and the local transportation network are designed to meet the unique needs of our seniors.

Many of our villages have a larger percentage of older homes compared to the towns. For example, the average percentage of homes built before 1950 within our villages is 69%. By comparison, this percentage for our towns is 37%. These homes require more upkeep, more maintenance, and higher utility bills than new construction, and many of our residents cannot afford the necessary repairs. As a result, many homes deteriorate and become a blight on the neighborhood and the community at large. The villages will need to develop a long-term approach to assist property owners in breaking this cycle and preserve their existing housing stock for future generations.

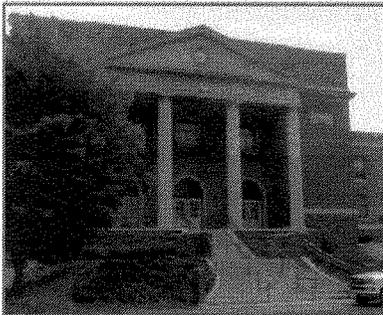
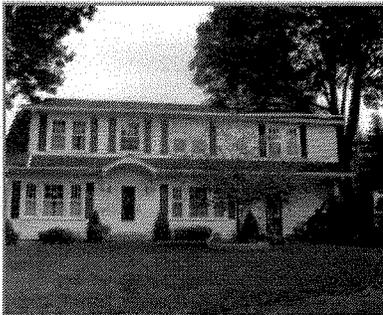
Characterized by their aesthetically pleasing, pedestrian friendly elements, the traditional development pattern of our villages helps define their charm. These elements help promote walkability in neighborhoods with amenities such as sidewalks, street trees, and proximity to parks or open space. Therefore, new residential development projects should continue to be designed in a way that respects the existing neighborhood framework and promotes an active lifestyle.

Creating and encouraging mixed-use, centralized denser patterns in new developments (i.e. smart growth) will not only help alleviate concerns about expanding public utilities, but will also help to reduce greenhouse gasses by decreasing the distance needed to travel needs and services. This will also promote better public health for residents by providing them with a more active lifestyle and higher quality of life.

Due to the aforementioned housing related concerns facing the villages, the following Neighborhood Policy has been included to help guide decision makers in addressing the villages' current and future housing needs.

Neighborhoods Policy Statement

It is the policy of the Village to have neighborhoods that are a source of community pride. The existing neighborhoods within the Village are capable of accommodating a variety of lifestyles while enhancing the daily lives of residents as well as visitors. The preservation of the historic character, architectural quality, and traditional appeal of the existing neighborhoods should continue to be a priority of the community. In addition, new neighborhoods should be developed in a manner that reflects the existing scale and style of traditional village development patterns.



OBJECTIVES

- A. Increase all residential opportunities utilizing existing and new housing stock.
- B. Ensure there are living options that enable residents to age in place.
- C. Encourage future residential development in areas where municipal services are available.
- D. Preserve existing trees and encourage the planting of additional trees where appropriate.
- E. Design new neighborhoods in a pedestrian friendly manner (streets, sidewalks, building elements, trees, etc).
- F. Preserve existing housing values.
- G. Promote the reuse of developed lands to improve economic potential.

MEASURES

- 1. Percentage of home ownership, vacancy rate, housing mix, and housing density.
- 2. Change in average home price (adjusted for inflation).
- 3. Miles of new sidewalks and number of other pedestrian amenities constructed or repaired.
- 4. Number of street trees planted per year.
- 5. Proportion of the population that is between the ages of 35 to 54.
- 6. Number, type, and location of new residential developments
- 7. Updated location affordability index and walk score from various parts of the village
- 8. Annual miles driven per capita

IMPLEMENTATION ITEMS

- 1. Eliminate gaps in the existing sidewalk system and ensure sidewalks are extended as new housing or neighborhoods are built.
- 2. Require new developments or improvements to provide convenient and safe connections to neighborhoods and other services.
- 3. Reduce the development of dead end roads and non-connected transportation networks.
- 4. Revise zoning to ensure the adequate planting of new street and residential trees in the village.
- 5. Consider loosening regulations (i.e zoning or land use) where appropriate to allow and encourage schools and places of work to be built in or near neighborhoods where residents and children can travel less distance to their daily needs and work.



Photo Provided By: Watkins Glen Area Chamber of Commerce

Downtown Introduction

The downtowns of our four villages vary in size, as well as the type of goods and services offered to residents and visitors. However, each of them still has the traditional, compact development pattern with a mix of land uses that makes them the heart of our respective villages.



Photo Credit: Watkins Glen Harbor Hotel (Facebook)

Over the past four decades the role of traditional downtown areas has changed dramatically. Up until the 1960's, downtowns were the civic, social, and cultural centers of our communities. As development patterns embraced the automobile, many of the uses that were typically associated with a downtown or central business district began to relocate to outlying areas with convenient highway access and parcels of land large enough to accommodate surface parking lots. Public uses began to follow suit (such as US Post Offices). This resulted in increasing vacancy rates within downtown areas. In order to combat this trend, government organizations such as the Urban Renewal Agency in the 1960's and 1970's began tearing down older, multi-story buildings in order to place new one-story buildings with large amounts of off street parking along Main Street. This had disastrous effects that can still be seen in communities across upstate New York such as Newark and Batavia. As a result, throughout the 1970's and 1980's, most downtowns struggled to attract businesses and activity.

During the 1990's a shift occurred in the global economy. Historically, workers followed jobs and then found a place to live nearby. The new paradigm is to select a place to live based on the lifestyle that it offers and then find a job. A key element in that lifestyle is a thriving downtown area. Communities that focused on downtown revitalization throughout the 1980's suddenly had a competitive advantage over those that did not focus on their downtown and let their Main Street districts deteriorate. This policy area is intended to help the villages create a vibrant downtown area by enhancing the appearance of the district, providing convenient and sustainably developed auto and pedestrian access to the area, and increasing the level of activity within it.

In addition to accommodating many of the goods and services required by our residents, our downtowns play a key role in the tourism economy of the Finger Lakes Region. Visitors gravitate towards our villages to stroll "main street", window shop and appreciate the historic architecture. In order to foster this role, the County has partnered with the villages to develop and implement an economic development strategy for our villages. These efforts have resulted in millions of dollars in grants and private investment coming in to revitalize some of our downtown areas.

The villages should utilize the following Downtown policy as a guide for the ongoing revitalization efforts that are already underway at the local and county level to direct investment into our downtown areas.

Downtown Policy Statement

It is the policy of the Village to have an attractive and prosperous downtown area that is the cultural, social, and economic center of the community. The Village recognizes that the vitality of this area is dependent on local population size, the purchasing power of the community, and tourists, as well as the diversity and appeal of merchandise and services available.

OBJECTIVES



- A. Improve the appearance of the Main Street commercial area.
- B. Preserve the traditional development pattern along Main Street.
- C. Ensure adequate parking and public transportation connections are available to support the uses in the downtown area.
- D. Develop a more pedestrian friendly downtown.
- E. Ensure that new commercial uses in the Village complement existing activity downtown.
- F. Develop a pattern of retail and limited services at the street level.
- G. Utilize available upper floor space for additional commercial or residential uses.
- H. Promote and market the downtown area to the County, region, and state.

MEASURES

1. Building vacancy rate (street level and upper floors).
2. Number of facade improvements completed annually.
3. Gross sales tax receipts (adjusted for inflation) from the downtown area.
4. Walk Score

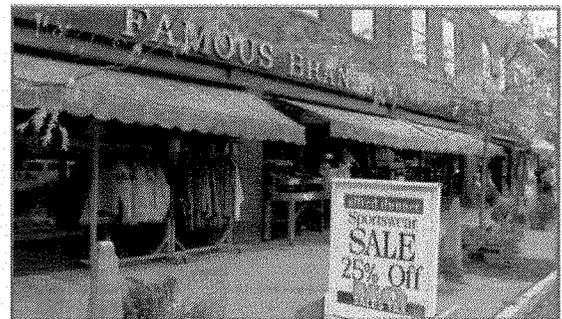


Photo Credit: Famous Brands Inc.

IMPLEMENTATION ITEMS

1. Aggressively pursue funding to promote downtown economic development and construct needed capital improvements.
2. Invest in more safe and convenient pedestrian connections in the downtown and into adjacent neighborhoods in new developments or improvement projects.

Leisure & Culture

Introduction

Last year, the American Planning Association released an article, entitled “Community Heritage and Culture,” which linked a healthy community with its ability to preserve and develop its culture. In other words, a healthy community both acknowledges and respects its heritage and history, while welcoming newer cultural influences that arise over the years. The research suggests that a strong community culture can be developed with the addition of active community-based organizations and engaging public spaces.

Our villages have a great foundation of cultural resources that serve their local communities as well as the greater Schuyler County region. The existence of well-established churches, schools, civic associations, community social service agencies, and other places where people gather in our villages help bring our community together and highlight the history of the villages themselves. Also, the region’s natural environment provides our communities with a number of parks and open spaces that act not only as a public space for leisure or recreational activities, but also link residents and visitors to our unique heritage.

In order to build upon the existing cultural framework of our villages and strengthen our cultural vitality, focus should be placed on providing residents and visitors alike with a diverse selection of leisure, arts, and recreational opportunities. The arts community is on the rise in our County, and it will be important for the villages to support the development of this emerging cultural asset. Enhanced recreational opportunities within of our local parks and green spaces should also be a priority. By increasing public access to these community resources, our villages can create vibrant spaces, which residents and visitors of all ages or incomes can enjoy. Expanding the local programming within these spaces increases the quality of life for residents, and enhances the overall experience of visitors. Likewise, festivals and events offered by our villages and their local businesses or organizations are an important function of the community that highlights our past and present culture. These types of activities will not only attract more visitors, but also bring residents together, strengthening our sense of community pride.

The villages should utilize the following Leisure and Culture policy as a guide for efforts to enhance the existing recreational and cultural framework within their communities that will increase residents’ quality of life and attract visitors.



Photo Credit: Kristin VanHorn



Photo Credit: Norrie Cornelius

Leisure & Culture Policy Statement

It is the policy of the Village to be the center of leisure and cultural activities within the community. The restaurants, churches, community events, and our waterfront are attractions that residents of the Village, Town, and neighboring municipalities enjoy. The Village's parks and green spaces provide recreational opportunities, promote active living and give residents places for quiet reflection. The combination of these assets contributes to a strong sense of community and fellowship within our Village. This fellowship fosters a high level of respect and compassion amongst our friends and neighbors.



Photo Credit: Charlie Haefner, Odessafile



Photo Credit: Norrie Cornelius

OBJECTIVES

- A. Continue to meet the recreational needs of the Village population regardless of age.
- B. Improve public connections and access to and enjoyment of the waterfront.
- C. Expand the existing system of trails and green spaces.
- D. Promote the events and attractions available within the community to the County, region, and state.
- E. Capitalize on the growing tourism market using the community's history and cultural assets.

MEASURES

- 1. Public expenditures on recreation.
- 2. Miles of walking, hiking, and biking trails maintained or added/lost.
- 3. Bed and restaurant tax revenues.
- 4. Number of "hits" on the Village website.
- 5. Attendance at festivals and events.

IMPLEMENTATION ITEMS

- 1. Develop a capital improvement plan for parks and recreational facilities.

Natural Resources & Sustainability

Introduction

A community's natural resources consist of its air, soil, and water resources. The presence and quality of a community's natural resources have a direct impact on the quality of life enjoyed by its residents. Within our villages, many of our natural resources have been re-shaped by human hands over the last two centuries. A prime example is the southern shoreline of Seneca Lake within the Village of Watkins Glen. Despite the prior manipulation of our villages' natural resources, the sustainability of our environment is directly tied to the sustainability of our communities.

Founded on the principle that the well-being of a population is dependent upon its region's natural resources and environment, the concept of sustainability is an important consideration for the villages of Schuyler County. Although there is no simple way to define sustainability, sustainable practices are often identified as those that meet current economic, social, and environmental needs without compromising the ability of future generations to meet such needs of their own. In other words, sustainability recognizes the finite nature of natural resources, and commits to the use of them in a way that conserves their integrity for the long term.

Village residents take great pride in our high level of environmental integrity. As our villages seek to re-develop and grow, we will need to carefully consider and mitigate potential negative impacts on our natural resources in order to maintain or improve their present character and level of integrity. By emphasizing sustainable practices in new investment opportunities, the villages ensure protection of their natural resources from potential degradation.

The following Natural Resources and Sustainability policy is intended as a guide for the villages' approach to their physical environments and resources. When reviewing new and existing regulations or economic development opportunities, the villages and their decision makers should carefully consider the objectives set forth in this policy. Specific steps for accomplishing these objectives have also been included as implementation items that can be realized through the efforts of various departments, committees, and stakeholders within each village.



Photo Credit: Schuyler County Planning Department, File Photo



Photo Credit: Norrie Cornelius

Natural Resources & Sustainability Policy Statement

It is the policy of the Village to be a community that preserves and sustains the quality of its natural resources through the combined efforts of its residents, businesses and government. Sound development practices and appropriate regulations and community stewardship should be employed to reduce or eliminate the degradation of these resources. In particular, special attention should be given to protect the Village's waterways, watersheds, habitats and local ecology, due to their environmental, aesthetic and recreational value, and to reduce risks from flooding and other natural hazards.

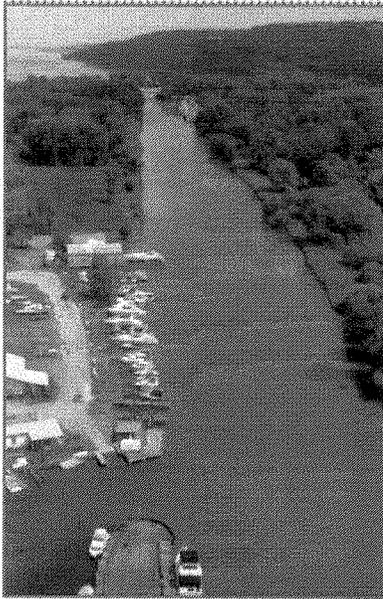


Photo Credit: Richard Owlett

OBJECTIVES

- A. Pursue green technologies, energy conservation techniques, and renewable energy policies to minimize the community's environmental footprint.
- B. Expand the reduction, reuse and recycling of appropriate materials.
- C. Ensure that future development activities protect and sustain our environment in a manner that fosters our Village's traditional character.
- D. Safeguard residents and property from the hazards associated with flooding.
- E. Identify and remediate contaminated sites to reduce the negative effects of contamination and to improve the ability to redevelop such lands.
- F. Promote stormwater management practices that manage runoff near its source and prevent erosion.

MEASURES

1. Cubic yards or tonnage of recycled material collected.
2. Creek/Lake water testing results.
3. Trends of any changes of acres of preserved open space, wetlands, floodplains, riparian buffers, and woodlands.
4. Quality of surface or ground water.
5. Access to nature and natural recreational opportunities.

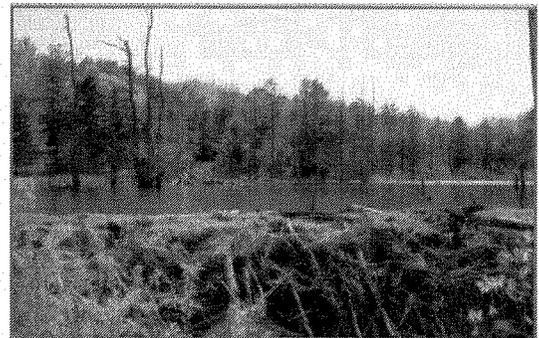


Photo Credit: Schuyler County Planning Department, File Photo

IMPLEMENTATION ITEMS

1. Ensure that local officials are well educated on the New York State Environmental Quality Review Act and the USEPA MS-4 Standards and how other communities have applied them to development proposals within their community.
2. Implement a village-wide cleanup day.
3. Provide training to local officials and board members.
4. Review current law to ensure protection of the surrounding natural resources including steep slopes, forested areas, and scenic views, to reduce the negative impact from new developments.

Economic Opportunities

Introduction

According to “A Primer on Economic Development Strategies” published by the Washington State Department of Community Trade and Economic Development, “active citizens can directly shape the local economy, and the community will benefit in numerous ways”:

- ◇ **Increased Tax Base:** Additional revenue to support, maintain, and improve local services such as roads, parks, libraries, and emergency medical services.
- ◇ **Job Development:** To provide better wages, benefits, and opportunities for advancement.
- ◇ **Business Retention:** Businesses that feel appreciated by the community and, in turn, feel as if they are contributing to the economy will stay in town.
- ◇ **Economic Diversification:** Helps expand the economy and reduces a community’s vulnerability to a single type of business.
- ◇ **Self-Sufficiency:** Public services would be less dependent on County, State, and Federal aid that may change with each election.
- ◇ **Quality of Life:** More local tax dollars and jobs raise the economic tide for the community, which generally increases the overall standard of living of the residents.
- ◇ **Recognition of Local Products:** Oftentimes, successful economic development will occur when locally produced goods are consumed to a greater degree in the local market.

Membership on local economic development boards or committees—indeed, their very existence—is testimony to the belief that people can and do make a difference when they actively participate in shaping local economies.”

For smaller communities in particular, achieving economic growth and development can be difficult. They often do not have the human or financial resources necessary to effectively implement an economic development strategy. The villages of Schuyler County will need to use our County’s existing agricultural and tourism assets as leverage for potential commercial development that will positively contribute to the local tax base and employ local residents. Over the next decade, the villages will need to continue to partner with county, regional and state agencies to pursue various economic opportunities that may be too large to attract for a single municipality.

The region’s thriving tourism industry continues to be a strong economic driver for the County, towns and villages. Visitors come to our villages to indulge in the small-town atmosphere while enjoying the quality goods and services we offer. The visitor experience can be further enhanced with efforts to retain and attract local, niche businesses to the commercial cores of our villages. Residents will also benefit from the vitality of these activity centers as new jobs are created and a wider variety of goods and services are offered. It is in these commercial cores that our villages have an opportunity to create a complete visitor experience.

The villages should utilize the following Economic Opportunities policy as a guide for efforts to enhance their local communities for both residents and visitors alike.

Economic Opportunities Policy Statement

It is the policy of the Village to be a community that attracts tourists and businesses as well as a place where its residents enjoy rewarding employment opportunities. The attraction and retention of businesses in the Village depends upon many elements: a skilled work force; a high quality school system; and adequate infrastructure. Meanwhile, the attraction of tourists depends on the quality of our retail and services operations; our public amenities; and our community attitude. The Village will work closely with local, regional and state organizations to ensure we continue to be a forward looking community, one which is attuned to the future of tourism, technology, and communications.

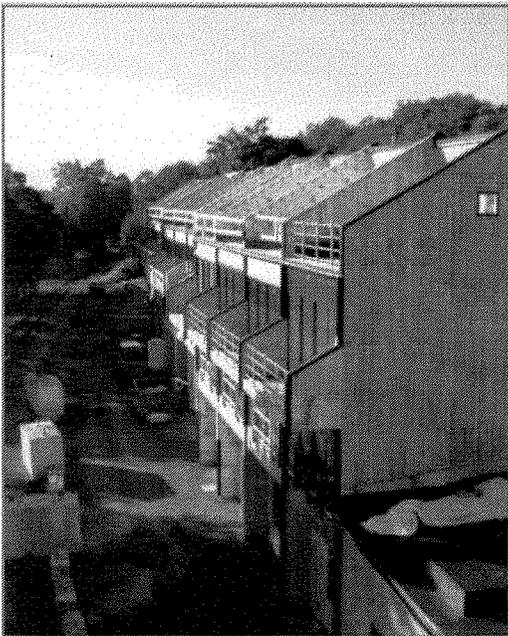


Photo Credit: Nelson Development Group



Photo Credit: Nelson Development Group

OBJECTIVES

- A. Increase the number of local jobs available.
- B. Ensure that there is adequate infrastructure in place to accommodate new and existing commercial and industrial operations.
- C. Promote local assets and events to increase tourism.
- D. Place local business activity and "niche" retail within the downtown area.
- E. Develop an outreach campaign to identify and solicit new businesses that are consistent with our community objectives.
- F. Ensure that transportation infrastructure is resilient to flood damage.

MEASURES

1. Percentage of occupied commercial or industrial space.
2. Per Capita Income or Median Family Income.
3. Number of employers in the Village.
4. Poverty Rate and Unemployment Rate.
5. Location Affordability Index Rating.

IMPLEMENTATION ITEMS

1. Continue the positive working relationship with the Schuyler County Partnership for Economic Development (SCOPEd) to market and attract visitors to the Village.
2. Support policies or developments that connect neighborhoods and workplaces.
3. Support policies or developments that protect and enhance local natural resources.

Community Resources

Introduction

For the purposes of this plan, a community resource is broadly defined as any program, service, or infrastructure that positively contributes to a village's quality of life. The importance of these resources to our villages cannot be overstated. Community resources provide our residents and businesses with the infrastructure and services that are necessary for them to thrive. The following table identifies some of the most common community resources available within our villages.

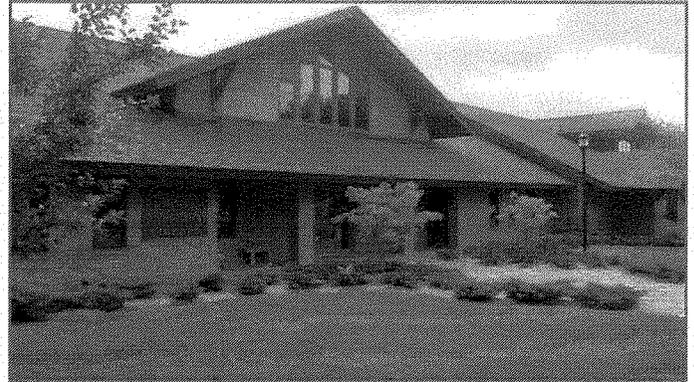


Photo Credit: Schuyler County Planning Department File Photo

Emergency Services	Educational System	Faith Community	Gas & Electric Service
Highway Operation & Maintenance	Law Enforcement	Library	Local History
Open Space	Parks & Recreation	Public and Pedestrian Transportation	Water & Sewer Service

In New York State, local governments are typically responsible for only a portion of these activities. Other community resource needs may be fulfilled via partnerships with neighboring municipalities and any number of quasi-governmental agencies, not-for-profit groups, or private entities that serve to provide the remaining programs or services. Therefore, it is the responsibility of the entire village community to ensure that these resources are available and are successfully meeting the needs of local residents.

In general, the villages should focus on two distinct efforts. The first includes an ongoing monitoring effort to ensure that the level of service provided by its community resources is adequate. The second includes an active implementation program to address any program or project related deficits that are identified. Achieving the goals of the implementation program will require involvement of other groups and outside funding sources. As a result, the villages will need to engage in high levels of communication and coordination with the residents, community groups, public and private agencies, stakeholders, and other municipalities.



Photo Credit: Richard Owlett

The following policy has been included to serve as a guide for the realization of the villages' community resource objectives, including the desire for an enhanced quality of life.

Community Resources Policy Statement

It is the policy of the Village to have community resources (public services, civic organizations, and business groups) that meet the needs of residents and support local businesses. The Village enjoys the health and safety benefits provided by local law enforcement and emergency service providers, as well as its water, sewer, and transportation system. The welfare of its residents is attended to by the school system, park system, public library, post office, historical society, and the faith community. The local economy is enhanced by the efforts of local merchant and business associations. The collective efforts of these groups and services are an invaluable asset to the community, and it is critical that the current level of service they provide be maintained or increased in the future at a reasonable cost.

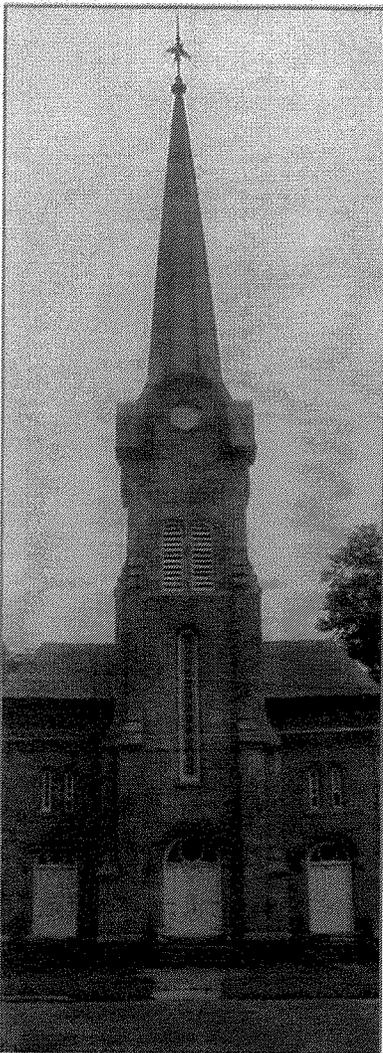


Photo Credit: Schuyler County Planning Department

OBJECTIVES

- A. Provide services or access to the services necessary to ensure the health, safety, and welfare of residents.
- B. Ensure that the provision of services does not negatively impact the historic and visual resources of the Village.
- C. Locate community (Town, Village, educational, etc.) facilities within or adjacent to the Village.
- D. Improve biking, walking, transit facilities, and multi-modal facility connections to foster the mobility of families without access to an automobile and to promote a healthy lifestyle.
- E. Ensure the transportation system meets the needs of persons with disabilities and senior citizens.
- F. Create opportunities for increased public involvement in building a better community.

MEASURES

- 1. Number of fire calls per year.
- 2. Crime rate.
- 3. Miles of road maintained each year.
- 4. Number of volunteers.
- 5. Number of biking, walking, and transit facilities built and maintained each year.
- 6. New and existing community facilities built in the Village each year.

IMPLEMENTATION ITEMS

- 1. The Village should apply for state grants and funding sources to address waste water issues.
- 2. Invest in transportation facilities that increase village connectivity within the village, as well as to other villages, hamlets, or activities.

Introduction

Village of Odessa

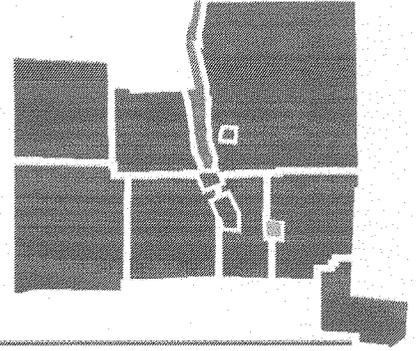


Photo Credit: Schuyler County Planning Department

The Village of Odessa is situated along the western border of the Town of Catharine, and the eastern border of the Town of Montour. Only slightly larger than the smallest village, Burdett, the Village of Odessa is 1.2 square miles in land area, and has a 2012 population of 589 residents. However, it acts as a gateway village to the larger Villages of Watkins Glen and Montour Falls, as travelers taking Route 224 to the Watkins Glen International Speedway or the Town of Hector's wine trail pass through Odessa by the tens of thousands each summer. Having a central location within the County, Odessa is also just minutes from Schuyler County's popular attractions, and is home to a seat of one of the County's three school districts.

In 1827, Phineas Catlin and John Foster were responsible for plotting and surveying Odessa. Foster named the Village of Odessa in the years following, and erected the first tavern and general store by 1836 and 1838 respectively. The first sawmill was erected in 1799, adjacent to Catlin Creek. This area would become the first set of boundaries for what are now the limits of Schuyler County. The first gristmill was built in 1801, followed many years later by the first schoolhouse circa 1825. The poultry business was a major source of revenue for the Village in its early years, as there were an estimated 20,000 laying hens within Odessa's limits during the 1930s.

Odessa's resident population peaked by 1990 with nearly 1,000 residents, dropping back to its 1980 level of roughly 600 citizens by 2000. During the decades of population decline, however, the Village saw a rise in median household income of 39% from \$29,674 in 1989 to its present estimate of \$41,250. The decades of decline also saw a boom in construction during the 1990s, the largest seen by the Village since the 1960's. Although when the population declined, many homes were vacated leaving nearly 14% of the housing units unoccupied by 2010.

Today, Odessa is a charming, quiet village with a few local amenities that provide food and goods to the neighboring rural areas. Yet, the Village faces a number of economic challenges. The unemployment rate for Odessa is the highest in the County at 11.3%. Additionally, Odessa shares the rank of fourth lowest median household income with the Village of Burdett at \$41,250; which is indicative of its high poverty rate at 15.1%. As a smaller village in the County, Odessa faces difficulties in terms of gaining revenue, stimulating economic development, and tapping into human capital resources.

In order to address these challenges, the Village has recently engaged with other communities in a water development sharing effort that should help improve access to sewers and mitigate other barriers to development. The Villages of Odessa and Burdett also partnered on a Commercial District Improvement Strategy to identify opportunities that would sustain economic vitality in the two downtowns and enhance the quality of life for residents. Based on public comments received, Odessa residents would like to see improvements to its infrastructure and retail offerings currently available within the Village, while maintaining its history and charm.

Key Issues

1. Desire to attract more business to downtown.
2. Difficulty raising revenue and tax base.
3. Experienced steep drop in population, particularly in younger age groups.

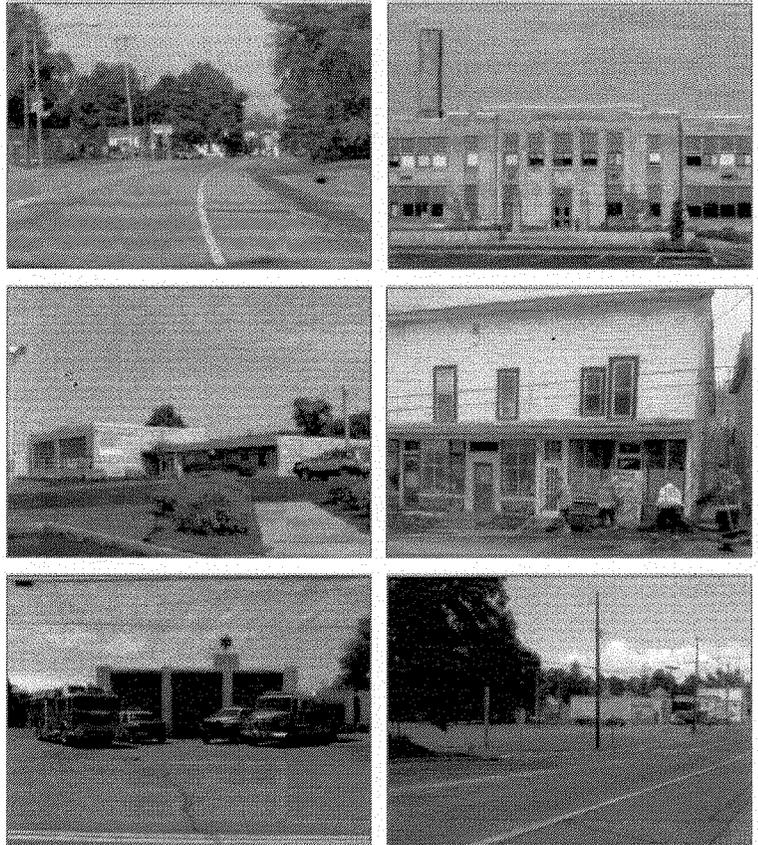


Photo Credit: 1-3. Schuyler County Planning Department \\\ 4-5. Village of Odessa Fire Department \\\ 6. Richard Owlett \\\

AT A GLANCE

2012 Population 589

2000 Population 605

Land Area 1.2 Sq. Mi.

Water Area 0.0 Sq. Mi.

Median Age 47.1

Density 491 People/Sq. Mi.

Land Use Policies

Comp. Plan Yes
 Zoning Yes
 Site Plan Yes
 Subdivision No
 Planning Board Yes

Did You Know?

1. Odessa has the second highest median age of Schuyler County at 47.1 years. This is largely due to the fact that 50% of the Village's population is at the age of 45 or older.
2. A great example of modernist architecture, generally characterized by a simpler form and minimal decoration, can be found in the municipal building of the Village of Odessa.
3. Located within the Village is the Odessa Montour Central School District, which includes the Howard A. Hanlon Elementary School (3rd to 6th), and Odessa Montour Junior/Senior High (7th to 12th). BC Cate Elementary School (Pre-K to 2nd) is located in Montour Falls but is part of the Odessa Montour Central School District

Demographics

Village of Odessa

KEY STATISTICS

Primary Employment Industry



Education

Comprises 70% of Jobs in Odessa

Primary Land Use



Residential

Single-family Homes

Unemployment Rate



11.3%

The Highest Rate in the County

Poverty Rate



15.1%

3rd Highest Rate in the County

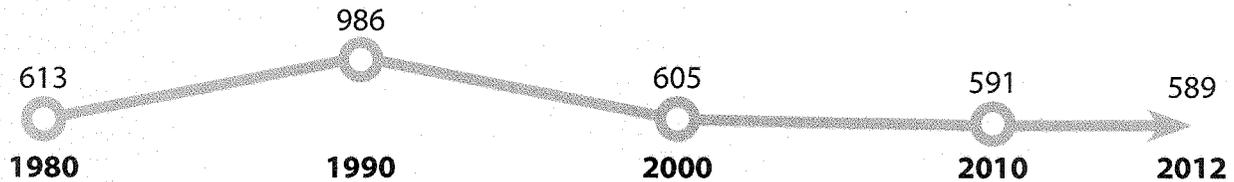
Median Income



\$41,250

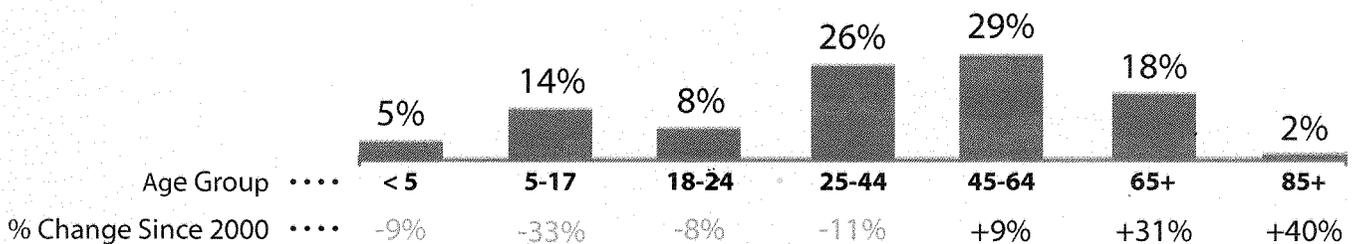
4th Lowest Household Income in the County

HISTORIC POPULATION COUNTS



The overall declining population throughout Schuyler County and the Village of Odessa is worrisome, as a stable or growing population helps maintain a strong community. The Village's population is not only important to the local community but also to Catharine and Montour, the towns in which Odessa is located. Therefore, the Village should work towards stabilizing its population and lessening the potential negative impacts to the greater community with efforts that both retain and attract residents.

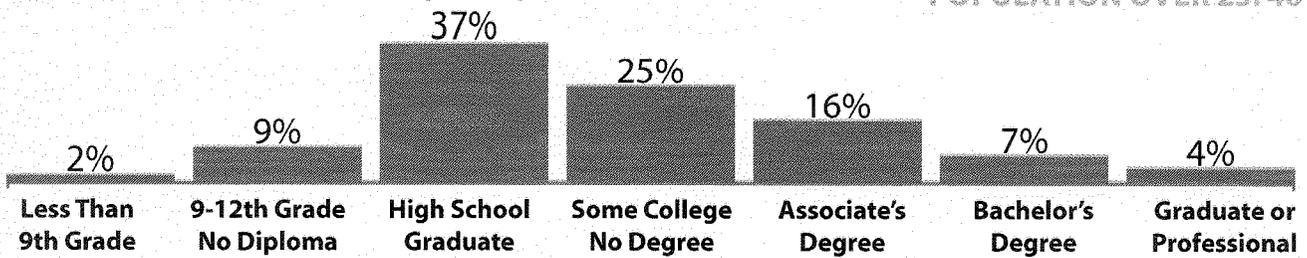
AGE DISTRIBUTION (2010)



Like many of the towns, the Village of Odessa's population is aging without the counter balance of growth in younger age cohorts. This lack of young professionals and new families is a concern for the Village, as they represent two population groups that positively contribute to the growth of a community and its tax base. In addition to this, pressures from the growing senior population put additional stress on the community to provide more services and resources for elder care so older residents are able to age-in-place. In order to respond to these population pressures, Odessa will need to focus on policies that address the needs of young and old alike.

EDUCATIONAL ATTAINMENT (2013)

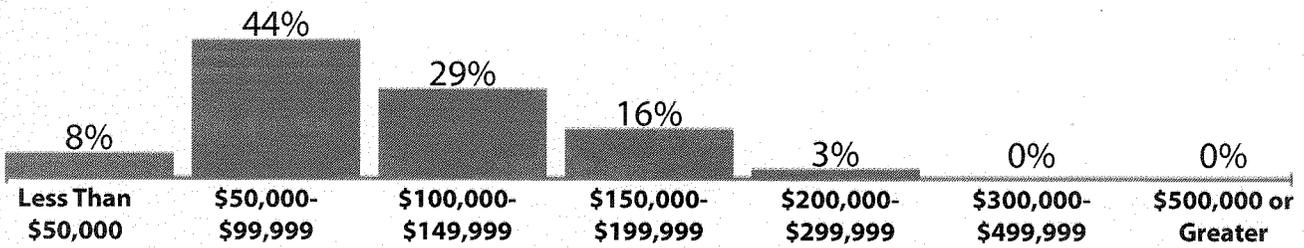
POPULATION OVER 25: 461



A recent study by the Georgetown University Center on Education and the Workforce found that, by 2018, some 63% of all jobs in New York State will require postsecondary training beyond high school. Currently only 52% of Odessa's population would be qualified for these positions. Not only is this data meaningful for guiding Countywide efforts to increase access to higher education, but also for the Village's future economic development efforts.

DISTRIBUTION OF HOME VALUES (2013)

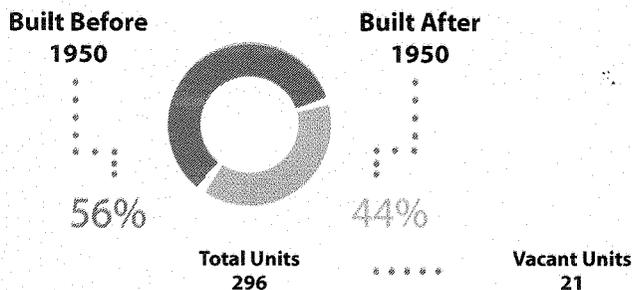
OWNER-OCCUPIED UNIT COUNT: 183



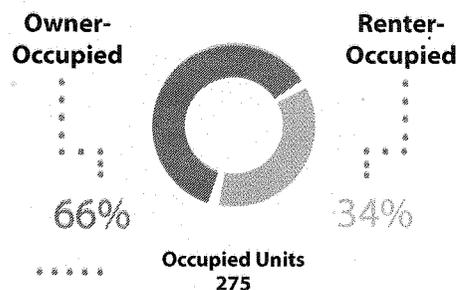
Home values provide a general gauge of the desirability of a community. In addition, maintaining home values is important to communities because of the contribution to its tax base these values have in the form of property taxes. With 52% of homes in Odessa valued at less than \$100,000, the Village needs to focus on policies and efforts that boost existing home values and develop the upper end of the real estate market.

CURRENT HOUSING CHARACTERISTICS (2013)

AGE OF UNITS



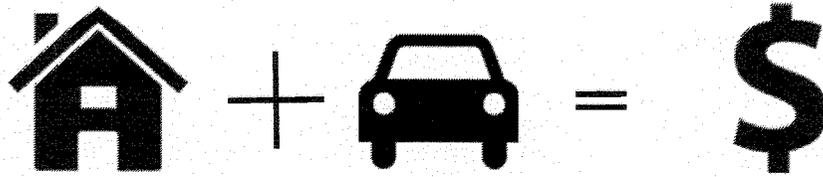
OCCUPIED UNITS



Due to their age, houses built before 1950 typically require more repairs and costly updates. Homes that aren't repaired or well-maintained often result in a lower quality housing stock for the community. With 56% of its units built before 1950, the Village should explore strategies to update its existing housing stock including upgrading energy efficiencies and ensuring that all units are compliant with the Building and Property Maintenance Codes of NYS. Providing education on programs and financing opportunities for upgrades would work towards a better overall housing stock.

High home-ownership rates are often considered an indication of community and neighborhood stability. However, the Village should strive to maintain a balance of ownership options within its housing stock, which will meet a wider variety of its resident population's needs. The County's recent housing study is one tool available to build upon. Currently, Odessa's rate of 66% is below the County rate.

LOCATION AFFORDABILITY INDEX



AS A PERCENT OF ANNUAL MEDIAN INCOME		
27%	31%	58%
\$12,925	\$14,839	\$27,764
IDEAL PERCENTAGE OF ANNUAL MEDIAN INCOME FOR AFFORDABILITY		
30%	15%	45%

The housing in Odessa is considered to be affordable in relation to the median income. However, the Village also has a high transportation cost with respect to income, making living in the village less affordable overall. This likely reflects the need to drive outside the village for employment or other daily needs. Locating additional services and places of employment inside the village could reduce the distances needed to travel for some needs, reducing overall transportation costs.

WALKSCORE

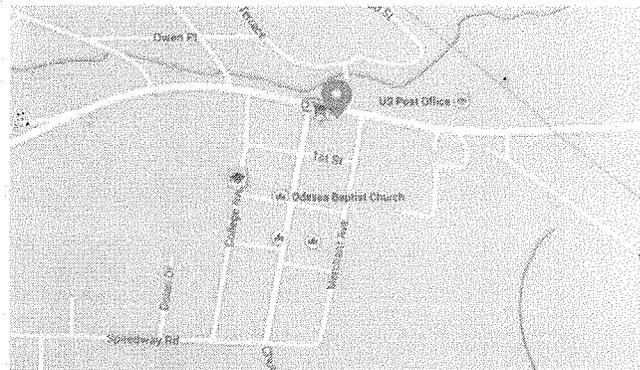


18/100

Downtown

6/100

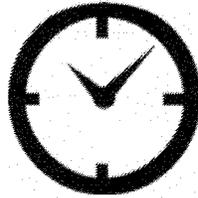
Village Edge



Along the main street in Odessa, the Walk Score is 18, indicating that very few errands such as going to school and the post office can be accomplished on foot. On the outer limits of the village the Walk Score drops to around 6. As walkability becomes more important in real estate decisions, improving Odessa's walkability will be influential in attracting new residents and retaining current ones. As the population of Odessa and the surrounding towns is not slated to grow, focusing on new development might not be the best use of resources. Instead, Odessa might focus on safety improvements to existing infrastructure and look to expand the social, cultural aspect of town services in existing infrastructure rather than on new developments.

PERSONAL AUTOMOBILE USAGE

30 Minute
Daily Commute



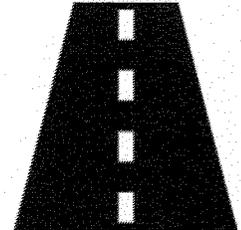
30,990 Miles
Vehicle Miles Traveled, Household



3,580 MTCO2
Annual Auto Emissions, Village

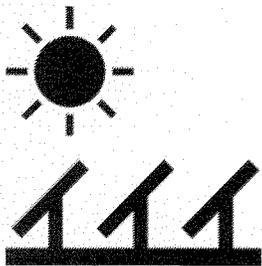


8,522,250 Miles
Vehicle Miles Traveled, Village



Increases in personal automobile usage are associated with community and personal costs in terms of money, air pollution, and traffic congestion. This affects residents in terms of higher cost of living, sub optimal public health outcomes, and diminished quality of life. The average commute in Odessa is longer than the county and national average of 25 minutes. Enhancing and preserving the traditional village character of Odessa by increasing the local services and employment opportunities in the village could reduce commute times, reduce overall transportation costs for residents, and reduce the carbon emissions associated with personal auto travel.

SOLAR ENERGY CAPACITY



0 Installations

0 KW
Capacity

0 KWH
Potential Annual Production

0 MTCO2
Annual Carbon Avoided

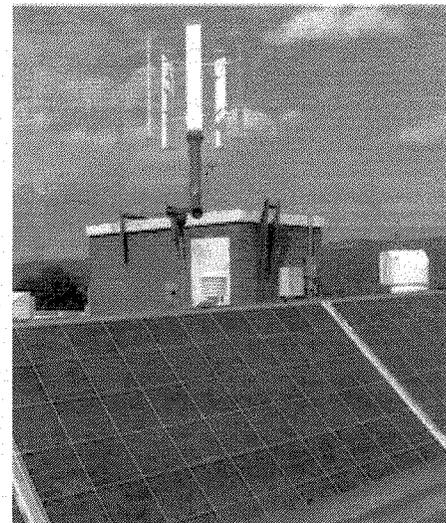
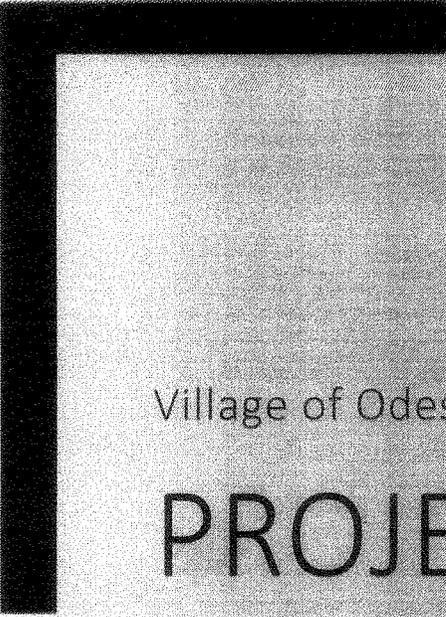


Photo Credit: Watkins Glen Central School District Website

The Village of Odessa currently does not have any solar power developments. The village should consider additional ways that solar energy can be included and promoted in Odessa including reviewing village laws to ensure that solar power is adequately addressed, integrating solar power into municipal power upgrades and developments, and resident and business education on state energy programs.



Village of Odessa

PROJECT UPDATES

Gerard Messmer

Mayor/Project Manager

Village of Odessa Sewer District Update/Timeline/Data

Engineering Firm: C&S Engineers, Syracuse, NY
Lead Engineer: Ron Jackson
Office: 315-455-2000
Direct: 315-703-4160
Cell: 315-350-7279
rjackson@cscos.com
Grants: EFC, ~\$775,000
Contact: Elizabeth U. Ricci, P.E.
Program Manager, Western Projects
NYS Environmental Facilities Corporation
518-402-7396
Bond: Municipal Solutions, Inc.
Contact: Maggie Augugliaro
62 Main St, LeRoy, NY 14482
Ph: 585-768-2136 Fx: 585-394-4092
www.municipalsolution.com
Cost: \$3.5 to \$4.0 Million

Timeline

1. SEQR: November to December
 - a. Board Approves, Posted, NEGDEC
2. RFP Process: 2 January 2020 to 2 February 2020
 - a. Select Contractors based on submissions
 - i. MWB Requirements could slow process
3. Break Ground: April to May timeframe.
4. Completion: TBD

Updates

November 14, 2019:

1. Submissions made to DEC, EFC and DOT.
2. Received comments from DEC / EFC joint review on 11/5/19. Comments are in the process of being addressed.
3. SEQR - Formwork is complete and being internally review by me. I'll be preparing the lead agency letters for your review next week.
4. Fine tuning of the drawings continues.

October 31, 2019:

1. C&S authorized Schumaker to do the new SEQR forms. We will write the lead agency letters (Village will be Lead Agency) and we will have to notice EFC, DEC, DOT and maybe the County.
2. Design is submitted to EFC, DEC and DOT.

3. We will continue to work on final detailing. We have to figure out how to treat the existing buildings that we know have septic, but we could not trace the location of the existing septic systems or pipe laterals.
4. I will contract with our geotech to do soil borings to look for rock and groundwater along the route of the proposed gravity sewers now that have a plan set and are 70% sure of the routing.

October 18, 2019

From Ron Jackson: I just spoke to the head of our Transportation Department. He told me in region 6 Sharon Grabosky is the Program and Planning Engineer. 607-324-8410 She use to work at C&S. I will call her and introduce the project. Jim also reminded me that DOT is very "involved" when a utility is proposed in their right-of-way. It's a good time to begin talks with them since we have a full draft design.

August 28, 2019

Here's an update on our preparation of the EFC / DEC Basis of design Report and initial plan submittal. We completed our 25 hole perc test and deep soil log pits. The perc rates were generally very fast and the site will be more than acceptable as an infiltration site. We may have to design some soil amendment to slow the perc rate down a bit. Our first draft plan set for the sewer system is ready. Later this week or early next week I will be writing the EFC format Basis of Design Report to go with the plan set. Our submittal to EFC will be next week.

Village of Odessa Water District Update/Timeline/Data

Engineering Firm: JHA Engineers
Lead Engineer: Travis Long
466 South Main Street | Montrose | PA 18801
Main: 570-278-3100 | Direct: 570-396-3629
Fax: 570-278-3114 | Mobile: 814-577-9593

Grants: USDA, \$40,000
Bond: Municipal Solutions, Inc.
Contact: Maggie Augugliaro
62 Main St, LeRoy, NY 14482
Ph: 585-768-2136 Fx: 585-394-4092
www.municipalsolution.com

Cost: ~\$1.5 Million

Timeline

1. Submit Grant Application: November 21, 2019
 - a. Rolling Grant, notification by mid-February
2. Plan Development: If awarded grant JHA will start study immediately upon receipt of grant/funds. Expect engineer plan to be completed by end of summer 2020
3. RFP: Winter 2020 (Jan-Feb)
4. Break Ground: Spring 2021

Updates

November 14, 2019

We are so close to being able to be fully submitted, however there are a few items within the on-line application that are not allowing us edit or populate correctly. That is the meeting Jim Burdett of our firm has scheduled with USDA to address on the 11/21.

November 12, 2019

Thanks for reaching out, I would be available you meet you on 11/21 if that works for the Village. Last week I added a new application for the Water & Waste Predevelopment Planning Grant. There are a couple of items (below) that keep me from completing the application. We can discuss these items next week, or, if they are easy fixes feel free to let me know.

RD APPLY APPLICATION #4004945

1. Customer - The Village is researching their SAM/CCR number and expiration date.
2. Project Schedule – proposed start and end date is grayed out and won't allow me to enter those dates.
3. Service Area – Total number of users served doesn't auto tabulate, or allow manual entry.
4. Documents – I have a *Notice of Intent to File Application* that I will upload to the application. Should the Village submit that to be published?

July 8, 2019

JHA has been in correspondence with USDA-RD on moving the application process forward for grants to complete the evaluation/feasibility and preliminary engineering planning and Uniform Environmental Reviews. In order to progress with the RD-Apply online application Process and for USDA to evaluate all grant program opportunities, we are in need of the following information from the Village.

In order to be an Authorized Representative for Odessa, I need the following items:

Legal Name – Village of Odessa?

TIN – Tax Identification Number

DUNS Nbr – Dunn & Bradstreet Data Universal Numbering System Number

The application will require the following:

Balance Sheet for Water System

Copy of the current Village Budget

Please email what information you have, and we can work with you folks to acquire anything that is missing. If the Village has not already done so, they will need to register with USDA-RD on their RD Apply system. The following link explains the RD-Apply system and stepwise process to register. Once this information is attained JHA can continue with the application processing and hopeful securing of grant funds.

June 25, 2019

We are planning a meeting with UDSA in the Bath office to obtain copies and/or be linked to the RD apply system so complete the application that had been previously started by others. I was speaking with USDA at a conference a little over a month ago and they were pleased to hear the project was rejuvenated and mentioned to me about the pending application. We will work diligently to coincide work by others (NYDOT, etc.) I will confirm the next USDA approval period and status of said grant awards and provide update ASAP.

April 15, 2019

Subject: Village of Odessa NY Water System Study
Location: Village Hall - 300 East Main St. Odessa, NY 14869
Date: Wednesday, April 24, 2019
Time: 9:00 am - 10:00 am (US/Central)
From: Joel Moore
Attendees: Gerry Messmer, Travis Long

Village of Odessa Catlin Mill Creek Update/Timeline/Data

Engineering Firm: Schuyler County Soil and Water
Lead Engineer: Jerry Verigne
Lee Harlan Soil and Water Conservation Center
2400 Meads Hill Rd,
Watkins Glen, Ny 14891
Phone: (607)535-0878
Fax: (607)535-0877

Grants: County/USDA/TBD

Cost: No cost to village

Timeline

Permit Process/Request: Winter 2019

RFP: Jan-Feb 2020

Construction: Spring 2020

Village of Odessa DOT Sidewalk Upgrades Update/Timeline/Data

Engineering Firm: DOT
Lead Engineer: Michael Griffin
Grants: N/A
Cost: No cost to village
Timeline

Permit Process/Request: Winter 2020
RFP: Jan-Feb 2021
Construction: Spring 2021

Village of Odessa DOT Overpass Removal

Engineering Firm: DOT
Lead Engineer: Michael Griffin
Grants: N/A
Cost: No cost to village
Timeline

Permit Process/Request: Winter 2019
RFP: Jan-Feb 2020
Construction: Spring 2020



Department of Health

ANDREW M. CUOMO
Governor

HOWARD A. ZUCKER, M.D., J.D.
Commissioner

SALLY DRESLIN, M.S., R.N.
Executive Deputy Commissioner

November 14, 2019

Attn: Mr. Gerry Messmer, Mayor
Village of Odessa
300 East Main Street
Odessa, New York 14869

Re: PUBLIC WATER SYSTEM
2019 Sanitary Survey
Odessa (V), Schuyler County

Dear Mayor Messmer:

The New York State Department of Health (DOH) has completed its review of the Village of Odessa water system. The system consists of two wells (Well No. 1 and Well No.3), one water treatment building, a storage tank, and a booster pumping station. A more in-depth description of the system is as follows:

Well No. 1 is located just outside the eastern wall of the water treatment building. This well is approximately 150-feet-deep and can produce approximately 138 gallons of water per minute (gpm). Well No. 3 is located within the water treatment building and has a similar depth and pump rate to Well No. 1.

The water treatment building treats water from both of the Village's wells. Treatment consists of disinfection with a 12.5% sodium hypochlorite solution (Superchlor) and the addition of blended orthophosphates (Carus 8100 Water Treatment Chemical) for sequestering iron and manganese.

The Village's distribution system serves a total of 810 people through 387 service connections. Distribution facilities include a 440,000-gallon glass-lined steel-bolted water storage tank and a booster pumping station. The booster pumping station can pump approximately 120 gpm and serves as a re-chlorination station.

I would like to thank Mr. Stephen Siptrott for showing me the system on August 29, 2019. Based on our findings, we offer the following comments:

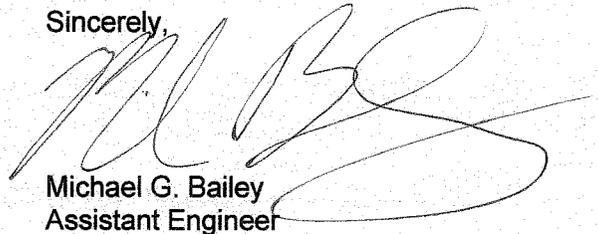
- A. We commend the Village Board, Mr. Siptrott, and the other involved personnel for undertaking the following significant improvements and activities since our last sanitary survey:
1. Variable frequency drives were installed in place of the Ross Valve that was previously utilized on the indoor well's discharge line.
 2. It is our understanding that the Village has an engineer working on a project for distribution system upgrades and the installation of a sewer system. We strongly recommend that the Village continue to pursue funding for this project.

(the tank was last inspected in 2016). Additionally, Mr. Siptrott indicated that the cathodic protection system is inspected on an annual basis. We recommend that the Village continue this practice as well.

2. As noted in Section B above, identification and replacement of aging watermains should be performed on a routine basis. The Village should also budget for routine leak detection surveys to be conducted in the distribution system.
3. Recommendations for routine operation and maintenance of the distribution system can be found in AWWA Standard G-200. Some other items from this Standard that were discussed during the survey include routine exercising of valves, routine operation and maintenance of hydrants, and routine flushing of the distribution system.

We have attached to this letter a copy of our Water System Field Compliance Report and a copy of the Laboratory Analysis Report for the water sample taken during our survey. If you have any questions, please contact me at (607) 324-8371.

Sincerely,

A handwritten signature in black ink, appearing to read 'M. G. Bailey', written over a white background.

Michael G. Bailey
Assistant Engineer

pc: Mr. Steven Siptrott, Operator in Responsible Charge
Mr. Hyland Hartsough, PE, Rochester Field Office
file

P:\WORK\MGB01\Projects\San Surveys\2019\Odessa (V) - San Survey Letter 19-08-29.docx

-- LABORATORY ANALYSIS REPORT --

NYSDOH Hornell District Office Hornell, NY

Sample ID: Odessa (V) - NY4801185 LSL Sample ID: 1914544-001
Location: Odessa Fire Department
Sampled: 08/29/19 11:00 Sampled By: MB
Sample Matrix: PWS

Analytical Method	Result	Units	Prep Method	Prep Date	Analysis Date & Time	Analyst Initials
(#) Free Chlorine, (Client Provided)						
Free Available Chlorine	0.23	mg/l			8/29/19 11:00	MB
(3) Total Coliform / E.coli SM20,21-23 9223B(-04)(Colilert)						
Total Coliform	Negative				8/29/19 15:36	DS
E. coli Screen	Negative				8/29/19 15:36	DS

RECEIVED
NYS DEPARTMENT OF HEALTH

SEP 10 2019

HORNELL DISTRICT OFFICE

Analysis performed at: (1) LSL Central Lab, (2) LSL North Lab, (3) LSL Finger Lakes Lab