



**REGULAR BOARD MEETING
VILLAGE OF ODESSA
JANUARY 15, 2020, 6:30PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

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

OTHERS IN ATTENDANCE—none

PUBLIC ATTENDEE—none

APPOINTMENTS—Keith Caslin as Associate Justice to replace Dale Jaynes.

Resolution 64-2019-20
APPROVE NEW ASSOCIATE JUSTICE TO REPLACE DALE JAYNES

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Keith Caslin as the new Associate Justice to replace the deceased Dale Jaynes.

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

REPORTS

CODE ENFORCEMENT—per conversation with the Mayor, Owen Place is still moving along and other parts of the Village are also still being cleaned up.

DPW REPORT—the water main break on Main Street was fixed and the usage has gone from 80,000 gallons to 30,000. Also, Felix line was fixed. Thane will be out for surgery from mid-February until mid-March. Steve is working on fixing and replacing water meters.

FIRE DEPT—John Jeliff was here, as Mike was unavailable. The department had 12 fire and 17 EMS calls in December. Truck 28 has been at Ward Apparatus. The tank on it had a lifetime warranty. However, the original manufacturer is out of business. The department is looking for a price for a new poly tank. The Associate Members will be doing a kitchen makeover. They will paint and move things around, such as moving the coffee pot from the truck bay into the kitchen. Ted Dudgeon has returned to an active status. The fire on Maple Avenue had a good stop. Two people were saved from the roof. They used their EDITH training from the Learn Not to Burn Program. They also had working smoke detectors. The department purchased a soda machine and candy machine from Schuyler County and would like to place

them in the community room. The pool table will be going. The Mayor asked if the Fire Department could do a presentation for the Facebook page regarding plugging electric heaters into power strips. JJ felt that was a very good idea and will do this.

CLERK/TREASURER
Resolution 65-2019-20
VOUCHERS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the January 2020 Vouchers in the Amount of \$23,235.83.

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

Resolution 66-2019-20

MINUTES

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

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

Resolution 67-2019-20

BUDGET TRANSFER

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the transfer of funds from A1320.410 to A1440.401 in the amount of \$1,000.00; A3410.402 to A3410.403 in the amount of \$1,000.00; A3410.402 to A3410.405 in the amount of \$140.00; A5110.422 to A5110.210 in the amount of 106.00; A6410.400 to A5110.412 in the amount of \$500.00; A8160.210 to A5110.412 in the amount of \$250.00; A8160.412 to A5110.412 in the amount of \$300.00; A8560.400 to A5110.412 in the amount of \$1,100.00; A8540.460 to A8510.400 in the amount of \$270.00; A8540.460 to A5142.412 in the amount of \$308.00.

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

OLD BUSINESS

Resolution 68-2019-20

APPROVE BOND RESOLUTION FOR SEWER DISTRICT

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Sewer District Orrick Bond File #44079-2-1 amended Bond Resolution for additional funds in the amount of \$1,480,504. The 30-Day window ends 01/16/2020; therefore, the Board agrees to approve this resolution to be dated 01/17/2020 as long as no disputes are brought to the Board prior to that date.

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

Resolution 63-2019-20—ON HOLD
SPEED TRACKING SIGNS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the purchase of another set of speed tracking signs for Brooklyn Terrace using CHIP's Funding.

Motion by:

Second:

Vote:

- Zoning
 - Need the 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. Personnel Policy written and was given to Board Members for review. Personnel Policy done in February. Water Policy done in March.
- Appoint Village Constable to enforce non-moving violations, illegal parking. We are having an issue during snow removal. Because we have our own judge, the fines would come back to the village. The Village had a ticket writer in the past. Steve Siptrott will take the role. Mayor will research to see what is necessary for him to be put in the position.

Resolution 71-2019-20
APPOINT STEVE SIPTROTT AS CONSTABLE

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Steve Siptrott as the Village Constable, pending legal consultation and research ensuring this does not put the Village or Steve at risk. The Mayor will report all legal findings to the Board and, if necessary, this resolution will be rescinded.

Motion by: Anne Centurelli

Second: Aubrey Tomassi

Vote: All in Favor-Motion Carried

- Village Board must complete Annual Audit, which will be done on Monday, February 24 at 4 pm.
- Grant Writer Support: (Jennifer Moore)
 - i. Grant for a Police Car, Radio and painting.
 - ii. SAFE STREETS! Work with SCOPED for submission in 2020. Need grant to cover sidewalks. Write the Grant for the maximum amount.

Resolution 70-2019-20
APPROVE JENNIFER MOORE AS GRANT WRITER

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Jennifer Moore as a grant writer for the Village of Odessa on a Pro-Bono status. No payment will be made to Jennifer for this service.

Motion by: Aubrey Tomassi

Second: Tom Letteer

Vote: All in Favor-Motion Carried

WATKINS GLEN CHAMBER OF COMMERCE--

Gerry will update the Board as to what happened when he met with the Chamber. Rebecca Carrol was asked by the Mayor to show the Village what the Chamber can do for them. There will be a strategic meeting between the Village and the Chamber on February 6 at 3 pm and the Mayor encouraged all Board Members to attend. The Village should provide at this meeting a list of assets (where to hold an event) plus a list of possible events that could take place.

SEWER:

- RFP process will start in January 2020/February 2020. This is still on track for this time frame.
- Working with EFC for short term loan to pay expenses prior to Grant execution. This is necessary to start paying the bills that are accumulating already. Once the WIIA Grant is approved, the short term loan will be reimbursed and closed. All invoices for this project need to be turned in to be paid with the loan.

WATER REPAIR/GRANT:

- USDA Grant submitted and waiting on determination. Sam.gov has been completed. A new DPW building was added by USDA. The Phase I documents are done. There may be some issues with the Dandy for contamination as well as other areas of concern, but USDA is working through it. All necessary things are getting done and all is still on track.

COMPROLLER AUDIT:

- Mayor, Deputy Mayor and Clerk met for a Pre Exit Interview with the Auditors on December 17.

DPW

- DPW and Mayor working to get quotes on new F550 with TTC to replace 2002 Ford.
 - Waiting on State Bid. Has been turned in, but have not heard back.
 - Board input on using CHIP's funds to make annual payment. The Board would like more information on this before committing.
- Village needs a backhoe for water and future sewer maintenance.

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.**

NEW BUSINESS

Resolution 69-2019-20
DESIGNATION OF ELECTION DAY 2020

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Wednesday, March 18, 2020, as the Village Election Day. The polling location will be the Village Office. Polls will be open from 9 am until 9 pm. Also at this time the Village Board adopts Election Law 15-104(1) (b) and 15-104(3) (b) of the New York State Election Law.

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

WATER

- For customers who fail to pay their past due water bill in excess of \$500 or no attempt to make any payment will have their water bill re-levied to their tax bill. This ensures that if the property is sold, the new owner will be required to pay the water bill at closing.

TRUSTEE COMMENTS—Aubrey stated that parking near Mill Street is still a problem. This is why the Mayor would like to proceed with the Constable. The Mayor will also speak with Todd Day about what can be done. Aubrey also asked if the Historian (JJ Jelliff) could have a key for all of the display cases in the Community Room, as they all need to be updated. No other trustee comments.

MAYOR COMMENTS—January 25, 1 pm, will be Gerry’s presentation “The Splendid Wayfaring” through the Schuyler County Historical Society here at the Village Hall. The Mayor encouraged everyone to attend. He also stated he will be attending a meeting with other Mayors and Town Supervisors in Hector on January 20.

CORRESPONDENCE—The Clerk passed on to the Board that the Hometown Hero Banner program is now live and let everyone know that the link is on the Facebook page. Several applications have already been received.

ADJOURN—Motion made by Aubrey, seconded by Anne at 8:05 pm. Meeting adjourned.



**REGULAR BOARD MEETING
VILLAGE OF ODESSA
FEBRUARY 17, 2020, 6:30PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

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

OTHERS IN ATTENDANCE—None

PUBLIC ATTENDEE—Lou and Pam Ciccone

APPOINTMENTS—Election Inspectors—Need to amend Resolution 72-2019-20 as Virginia Peters is unable to be an inspector due to a conflict.

Amend Resolution 72-2019-20--Tabled
APPOINT ELECTION INSPECTORS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve changing Virginia Peters to _____ as an Election Inspector with William Bulkley for the 2020 Village Election.

Motion by:

Second:

Vote:

REPORTS

CODE ENFORCEMENT—The Village has several roofing jobs going on Owen Place. Tom Cook is rebuilding/remodeling several homes. The Maple Avenue home damaged by fire is being repaired. Although the thought of a shared Code Enforcement Officer is being discussed by the County, the Mayor does not feel that would be cost effective for our small village.

DPW REPORT—The found water leak cut the water usage in half. We should also see a reduction in the NYSEG bill and the chemicals used. The tank sensor light is not reading correctly and is being repaired. Thane will be out for the next month due to surgery. The Village needs to consider funding a per diem worker to cover when Steve and Thane are sick or on vacation. We do have Harley to cover the water, but have no one to cover plowing, mowing, etc., if for some reason both employees are out. Steve may adjust his hours over the summer. By expanding the hours he and Thane work, they can get more work done. It may be a good idea to look into purchasing a second plow for next winter and using the old plow as a backup.

FIRE DEPT—The Department had 7 fire and 11 EMS calls in January 2020. The building is having serious issues. Concrete is falling from the ceiling and landing in the bays and onto the trucks. The floor is cracking. JJ will give the Board a list of the deficiencies in the building. Engineers came in to inspect and there are some issues they deem as “emergency” and measures will need to be taken. JJ will be looking for outside funding. The back steps are in need of repair. Also, the tiles in the community room that are coming up need replacing. They are still waiting on a quote to repair the tank in the tanker. Senka feels that it may possibly be covered by insurance. The new soda and snack machines have been placed in the apparatus bay. Nominations will be this month and elections will be next month. The Annual Banquet will be on April 11 at Logan Ridge All Board members and the Clerk are invited. The pool table will be put up for sale to the members first and then outside of the department if no one in the department wants it.

CLERK/TREASURER
Resolution 73-2019-20
VOUCHERS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the February 2020 Vouchers in the Amount of \$31968.20.

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

Resolution 74-2019-20

MINUTES

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the Minutes of the January 15, 2020, Regular Meeting.

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

Resolution 75-2019-20

BUDGET TRANSFER

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the transfer of funds from L7410.427 to L7410.429 \$650; A1325.402 TO A1325.406 \$50; A1325.402 TO A1325.410 \$250; A6410.400 TO A1910.400 \$200; A1620.402 TO A5110.412 \$1000; A1620.402 TO A5142.460 \$2000; A1620.451 TO A5142.460 \$800; A8560.400 TO A1620.460 \$1500; A8160.210 TO A9040.800 \$250; A8160.412 TO A9040.800 \$300; A8560.210 TO A9040.800 \$700; A1620.201 TO A9040.800 \$1442; F8310.402 TO F8310.404 \$234.99; F8310.401 TO F8310.410 \$132; F8310.401 TO F8310.420 \$75; F8310.401 TO F8320.412 \$820; F8330.436 TO F8330.402 \$2.14.

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

OLD BUSINESS

Resolution 63-2019-20—ON HOLD
SPEED TRACKING SIGNS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the purchase of another set of speed tracking signs for Brooklyn Terrace using CHIP's Funding.

Motion by:

Second:

Vote:

- Zoning
 - Need the Zoning Board to work with Schuyler County to modify the Zoning Laws written by the County and Corning Community College.
- Village Board must complete Annual Audit, which will be done on Monday, February 24 at 4 pm.

Amend Resolution 71-2019-20
CHANGE FROM APPOINT STEVE SIPTROTT AS CONSTABLE TO
APPOINT STEVE SIPTROTT AS PARKING VIOLATION OFFICER

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve changing Steve Siptrott from Village Constable to Village Parking Violation Officer per Local Law 1-93.

Motion by: Aubrey Tomassi

Second: Tom Letteer

Vote: All in Favor Motion Carried

Resolution 76-2019-20
MEMORANDUM OF UNDERSTANDING

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the MOU between SCOPED and the Village of Odessa to apply 17 hours of Grant Writing to support the TAP/Safer Routes to School Grant. This grant is due in August 2020 for 2021 implementation at the same time that DOT is redoing Main Street.

Motion by: Tom Letteer

Second: Aubrey Tomassi

Vote: All in Favor Motion Carried

WATKINS GLEN CHAMBER OF COMMERCE--

Gerry will reschedule this meeting with the Chamber.

SEWER:

- RFP process will start in January 2020/February 2020. This is still on track for this time frame.
- Working with EFC for short term loan to pay expenses prior to Grant execution. Bills have been submitted from C & S Engineers, HSE Law Firm and Municipal Bond Solutions for initial payment.

WATER REPAIR/GRANT:

- USDA Grant submitted and waiting on determination. Minor adjustments have been made by JHA and the Village to the Grant and we are waiting on funding.

COMPTROLLER AUDIT:

- The Mayor is in contact with the State in private to answer follow-up questions. Audit not complete.

DPW

- DPW and Mayor working to get quotes on new F550 with TTC to replace 2002 Ford.
 - Waiting on State Bid. Has been turned in, but have not heard back.
 - Board input on using CHIP's funds to make annual payment. The Board would like more information on this before committing.
- Village needs a backhoe for water and future sewer maintenance.

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.**

Resolution 77-2019-20
VILLAGE WATER POLICY

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the adoption of the draft Village Water Policy to go into effect the first day of the new fiscal year. Review at Annual Meeting and make any changes or amendments needed at that time.

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

Resolution 78-2019-20--Tabled
VILLAGE PERSONNEL POLICY

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the adoption of the new Village Personnel Policy to go into effect the first day of the new fiscal year.

Motion by:
Second:
Vote:
After discussion of some items that need to be addressed, this resolution was tabled.

WATER

- For customers who fail to pay their past due water bill in excess of \$500 or no attempt to make any payment will have their water bill re-levied to their tax bill. This ensures that if the property is sold, the new owner will be required to pay the water bill at closing. This will be added to the new water policy.

NEW BUSINESS

VILLAGE JUSTICE

- Justice is reviewing Traffic Law 1-93 and will make recommendations to the Board for changes and updates that need to be made.

ZONING BOARD

- Need to schedule Zoning Board meeting ASAP to implement zoning. Schuyler County proposed zoning developed several years ago will be used as a guideline, as it is a good product.

HOMETOWN HEROES PROGRAM

- Approve the Village taking over this project from OCCO, opening a new checking account solely for the purpose of taking in the money and paying the bills for the Hometown Hero banners and any expenses that are incurred with this program.

Resolution 71-2019-20

VILLAGE TAKES ON HOMETOWN HEROES PROGRAM

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve taking on the Hometown Heroes Program and create a new checking account solely for the purpose of taking in the money and paying the bills and expenses that the program incurs. The Village will take on no debt associated with the program.

Motion by: Tom Letteer

Second: Aubrey Tomassi

Vote: All in Favor Motion Carried

BACKUP FOR DPW AND CLERK

- The Board needs to figure out a way to add this in to the next budget. There will be times when the Clerk or DPW employees need coverage and there is nothing in the current budget to cover this.

DOT AND MAIN STREET

- DOT still plans to remove the overpass this year. However, Main Street project has been pushed out for “several years” due to funding issues. This puts the Village in a hard spot as we are trying to get the Safer Streets grant. Also, the Village hoped to put the sewer lines on Main Street during the DOT project.

VILLAGE ELECTION

- Only one Petition was received for the upcoming election for the two Trustee seats that are up for election. Other persons interested in the spot will have to be done as a write in.

TRUSTEE COMMENTS—Tom Letteer—When the Water Bond is paid off, the Village needs to reimburse the savings account.

Aubrey Tomassi—Is there anything going on with the building that Jeff Parmenter bought on Main Street? The Mayor will get with Jeff to do a walk through to see if there is anything inside that may be of interest to the Village.

MAYOR COMMENT—As previously discussed by JJ, the fire department portion of the building is in dire need of repair. JHA sent an engineer with Joel Moore to look at the situation. The estimate is that within 1 to 1 ½ years, there will be more major damage. The Fire Department will put together a Building Committee to look into either repairs or new construction. The Village possibly can get grants/financing since the building would be considered a “shared services” structure. The reality of what needs to be done will be shared by the engineers. The Mayor has reached out to Judy Cherry to secure a professional grant writer to help with this.

CORRESPONDENCE—Julie Blaha sent a letter regarding the four-way stop at Church and Speedway. The village will look into ways to make the stop signs more visible and a response will be sent to Julie.

ADJOURN—Motion made by Aubrey Tomassi, seconded by Tom Letteer at 7:40 pm. Meeting adjourned.



AGENDA BOARD MEETING VILLAGE OF ODESSA JULY 20, 2020 6:30PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Gerry Messmer

Trustee Anne Centurelli-Absent

DPW Superintendent Steve Siptrott

Clerk-Treasurer Pamela Kelly

Deputy Mayor Tom Letteer

Trustee Aubrey Tomassi

Code Enf. Harold Russell

Trustee Sally Hill

Fire Chief John Jelliff

OTHERS IN ATTENDANCE—Odessa Fire Department Building Committee Report-See attached for details. Gerry will get Jeremy and Amy Bonn together to work on possible grants. The Committee will come to next month's meeting with a power point presentation.

Annalouise Chappell-Library-Because of the current Covid restrictions, the library would like to do a story walk around the village. She would need stakes put into the ground to hang the story pages on and hoped DPW would be willing to help. Gerry suggested that the Village Historian (John Jelliff) could possibly do this with some of the Village History spots as well.

PUBLIC ATTENDEES: Lou and Pam Ciccone-Pam asked again if the Fire Department or DPW could help with watering of the flower pots, as it has been very dry and she cannot keep up with it on her own.

REPORTS

CODE ENFORCEMENT-Harold explained what an STC Grant is and what they include. The project on Main Street is making progress. Harold will inspect the Municipal Building along with an Electrical Inspector. JJ will accompany Harold to do Multi Residence Inspections.

DPW REPORT-the new backhoe and all of the attachments are here. DPW installed a new water service for a resident and were able for the first time to complete the entire project themselves with no outside contractor and no added expense. The backhoe has been being used for shared services as well. The parking lot at the DPW Building is done as well as the new parking spaces on Main Street for the apartment building. Tom Morgan is considering allowing the Village to use his property to dispose of the brush that has accumulated on Texas Hollow. The main pump at the booster station was leaking so the backup pump is now being used. The main pump cannot be fixed so it must be replaced.

FIRE DEPT-The Department had 23 calls in June (8 fire, 15 EMS). There is a new Junior named Drake Croft. The Tanker is back and in service. The annual chicken BBQ will be held on August 15 at noon. HE23 insurance check has been received and bills were paid from that. However, JJ is holding one larger bill until the truck is received back. A service for Firefighter MacDougall will be held on July 25 with a procession to the cemetery at 11:30. After the storm and downed tree last night, it is evident how lucky we are to live in this small town, as the DPW, Mayor, residents and Fire Department all worked together with NYSEG to clear the tree and get the power back on.

CLERK/TREASURER

Resolution 11-2020-21 VOUCHERS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the July 2020 Vouchers in the Amount of \$119,195.26 .

Motion by: Tom Letteer

Second: Sally Hill

Vote: All in Favor-Carried

Resolution 12-2020-21 MINUTES

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Minutes for June 15, 2020 Annual Board Meeting

Motion by: Aubrey Tomassi

Second: Sally Hill

Vote: All in Favor-Carried

OLD BUSINESS

SEWER:

- DEC finally approved the engineering plan. EFC says it is eligible for financing.
- EFC Funding temporarily not available and the Village will move ahead with fully bonding the project through EFC and Municipal Bond Solutions.
- Will take 60-90 days for funding to be available.
- J Grasso will be sending out income letters, which will help with funding once received back.

WATER GRANT:

- USDA approved and funded our \$40,000 Grant for engineering design.
- The Village has a \$10,000 cost share and we have accumulated nearly \$9,000 with JHA, which we will pay and will be attributed to our cost share.
- No current updates at this time.

GRANT WRITER:

- Sewer: updating USDA Application for sewer district.
- Park: working on a grant for a park on the land at the end of Merchant Avenue.
- Water: working on RD Apply for grant/financing for water project.

SCOPED:

- Now that SCOPED is back to working full-time, the Director has made our Safer Streets Grant a priority with their grant writer. This project has a 20% cost share that the Village will not be able to do.
- Odessa Economic Development Plan is now a top priority.
- Mayor will update Board after speaking with Judy Cherry on the Safer Streets Grant.

• Village Elections

- Due to the Covid 19 Social Distancing restrictions, all Village Elections were postponed by Governor Cuomo and will now be held on September 15, 2020. All current Board Members will remain in place legally until that date. Newly elected Board Members will take office immediately following the election. Their first Board Meeting will be September 21, 2020.

NEW BUSINESS

- **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: September 2020
 - Need to Validate:
 - Planning Board: Tracy Gavich, Joanna Sindone, Alicia Janke
 - Zoning Board of Appeals: Mike Tomassi, John "JJ" Jelliff, Lisa Jelliff
 - Clerk will contact Planning Board members to confirm that they are still interested in being on the Planning Board and to inform them that monthly meetings will be needed and will start in September.

TRUSTEE COMMENTS-None

MAYOR COMMENTS-None

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

Motion made to adjourn at 7:32 pm by Aubrey, seconded by Tom. All in favor, meeting adjourned.



ODESSA FIRE DEPARTMENT

300 East Main St, ODESSA, NY 14869

607-594-2157

TO: Village of Odessa Mayor
From: Odessa Fire Department Building Committee
Cc: Chief Jelliff and President Hoffman
20 April 2020

To the Mayor and Board of the Village of Odessa,

The membership for the Odessa Fire Department is writing regarding the construction of a new facility to house the Fire Department as part of a shared services building within the village of Odessa. The Membership has formed a Building committee to ensure that we present to you the requirements needed for a new and expanding fire station are expressed. In addition to the below required items and features as well as the desired items and features we must ensure that our new building meets all NFPA, OSHA, and PESCH guidelines for the fire service.

Required facility needs will address the storage, protection, and health needs of Fire Department, Company assets and personnel as well as any visitors to our facility. Beneficial features are presented as items that will bolster membership morale and pride in our organization as well as the Village as a whole, in addition to providing good public relations opportunities to the residents and visitors to the area that we support.

The Committee is still doing research on configuration of these spaces by doing online research, and will be doing site visits to other departments that have similar facilities already in place so that we may more efficiently work with building designers and engineers to meet the needs of the department and the village.

The committee will also be calling out several features that we feel would be beneficial to department members, public safety partners and the community.

Facility needs in order to operate as a professional and successful Fire Department:

1. Fire Apparatus bays

- a. This space is used primarily for storage, preventative maintenance and training on the pieces of apparatus that the department owns and operates. Adequate space is needed to be able to safely interact with this equipment while it is in the station.
- b. In order to increase safe operations, we will need six (6) bays with drive through capability with the dimensions of 16 feet wide by 120 feet long and at least 16 feet high.
 - i. Injuries and deaths while backing fire apparatus account for a high percentage of personnel injuries as well as damage to apparatus and facilities. Providing drive through ability for each truck bay will drastically reduce the frequency of backing apparatus which will reduce the risk of these kinds of incidents.
 - ii. Increased space around our apparatus allow us to be able to conduct inspection and maintenance activities on the apparatus as well as the equipment that is stored on them without being forced to take apparatus and personnel outside during inclement weather.
 - iii. As of the writing of this communication the Odessa Fire Department owns two (2) rescue pumpers, one (1) tanker, one (1) brush truck, one (1) small rescue vehicle, one (1) trailer to haul a UTV, and one (1) boat. Providing six (6) bays will give our department much needed space for purchasing additional and replacement apparatus to help our department to have all of the tools needed to protect our community as well as assisting with Insurance Services Office (ISO) Ratings for our protected districts. The most recent purchased Rescue Pumper and Tanker required the considerations of size restrictions imposed upon us by the size of our station. By increasing the size of our bays it will allow this restriction to be removed, allowing us to purchase equipment that is more capable of serving our firefighters in the way that our ever changing service will ask of us in the coming years.
 - iv. Each piece of apparatus will also require an Exhaust Removal System. We are recommending that during this time of transition we fund a retrofit of Direct-Source capture systems to all department apparatus.
- c. Due to the increasing size of apparatus, use of corrosive ice melting agents on roadways, and competition for our members time a dedicated bay for washing apparatus is a must.
 - i. A drive through wash bay with automated pressurized washing systems to include underbody washing will decrease the amount of man hours spent caring for apparatus. It will also reduce the effect of corrosive ice melting agents on all apparatus. The newest apparatus from Farrara requires that we prove the use of salt removal techniques on the underside of the vehicle in order to maintain warranty on their F-Shield Frame Rail covering. If this is incorporated into an automatic wash bay and we document every time the vehicle is washed, as we currently do, then this requirement is satisfied. This practice on all vehicles will extend the life expectancy of all fire apparatus.
 - ii. This area should also provide the ability for more traditional hand washing techniques for the interior and harder to reach areas of apparatus that the automatic system may not be capable of reaching. This is also needed to provide a dedicated space for decontamination needs of apparatus both inside and out.
 - iii. This space should also be designed for use by Village DPW equipment.
 - iv. This space should be a separate space from the parking bays and shall not be used for storage of apparatus.
- d. Each bay should come with drop down shore power cords, as well as air lines from a centralized air system to ensure that apparatus is always charged for emergency response. This should provide modular or adjustable positioning to provide the ability to accept changes in apparatus configuration in the future, as well as support for mutual aid departments that may be in our station for prolonged periods of time.

- e. This section of the building should have radiant floor heating for increased efficiency in heating of this space as well as increased water evaporation from the floor surface to reduce risk of slips and falls to people within the bay area.
 - f. In addition, there needs to be a floor drain system for large amounts of water both in the wash bay and on the main apparatus floor.
2. Decontamination space for equipment and Personal Protective Equipment (PPE)
- a. This space must be separated from the truck bays in order to decrease likelihood of cross contamination
 - b. This space must be accessible from the outside of the building to prevent cross contamination to the rest of the facility
 - c. This space is for decontamination of returning firefighters and their PPE. All equipment needed for washing and decontamination of all equipment will be in this room.
 - d. Emergency gross decontamination showers and eye wash station must be in this area
 - e. Floor drains will be needed in this space
 - f. An adjacent space for drying PPE and returning gear that has been decontaminated back to service is required.
 - i. The equipment needed to return SCBA equipment into service needs to be in this room
 - ii. Cascade system must have a fresh air source
 - iii. Decontaminated PPE shall be dried in this area
 - iv. Moisture management in this space is required to reduce damage to equipment
 - v. Hose drying facilities will need to be available
 - 1. A Tower to be able to hang feet no less than 25' from the floor is the preferred method of hose drying.
 - a. This reduces utility consumptions, and allows storage to be in a vertical fashion and use less square footage on the building footprint
3. Locker Room and Shower facility
- a. When a firefighter exits their PPE they must then decontaminate their person. Secure showering facilities and locker room space for clean clothing must be provided to stop the spread of carcinogenic particles through the facility
 - b. Must be adjacent to the gross decontamination area to further reduce spread of contaminants
4. Issued PPE and personal property storage
- a. PPE and personal property must not be in the truck bays. An adjacent space is needed in order to expedite emergency response, but the air space must be separated
5. Non-Issued PPE storage
- a. We must have a dedicated space for storage of non-issued PPE. This equipment cannot be stored in the truck bay as it will become contaminated
 - b. Must have a way to store this equipment in an organized fashion to make inventory and inspection activities manageable
6. Classroom Training and Meeting area
- a. Training needs for active firefighters and Emergency Medical responders has become more intense over the last several years, and with the transition of classroom training to being online or self-study having an up to date training and meeting area is a necessity.
 - i. This will necessitate an up to date Audio Visual system to support these trainings
 - b. This dedicated training space can also be used for meetings of fire service personnel, providing classroom and hands on training to neighboring emergency response agencies, and community-oriented training such as CPR, AED, and First Aid training courses for the community.
 - i. The COVID-19 event in early 2020 is also a prime example of supporting distance learning support for our membership
 - c. Need space for 50 people in a seated classroom configuration

- i. Storage space for training aid such as training ropes, CPR, AID, and First Aid, and Smoke generator is a short list of training aids that would need to be stored in this area
 - ii. Should also have storage space for tables and chairs to be removed when not needed for the current training
- 7. Hands on Training facility
 - a. Not all training can be done in a classroom setting. It is essential that we practice the skills that we learn in a controlled, hands on environment to ensure that when we need these skills, we are proficient in all of them
 - b. This facility should provide the ability to practice practical scenario's such as Forcible Entry, wall breaching for firefighter escape, collapsed floor, stairwell hose advancement, and ladder work to name a few things that this facility will be needed for.
 - i. These scenarios will necessitate a multi-story structure
 - c. This facility should have power, interior and exterior lighting and water drains in the floor to allow for removal of water from floor surfaces to increase safety of firefighters
 - d. The adjacent grounds around this facility should be capable of supporting several pieces of fire apparatus without being damaged.
- 8. Small Equipment Storage
 - a. A dedicated space for storage of small equipment that is separate from the truck bays is needed for secure storage of spare equipment and minor repairs to firefighting equipment
 - b. This space will need enough room to store:
 - i. Spare Fire extinguishers
 - ii. Spare firefighting tools
 - iii. Extra hose and nozzles to outfit an Engine after returning from a fire scene
 - iv. Truck bay cleaning equipment
 - v. Room to store all tools and equipment for an engine that is taken out of service for an extended period of time
- 9. Administrative Spaces
 - a. Officers of the department need space to be able to perform their administrative functions as well. This space will need to be thought out and ergonomically configured
 - b. Elected Chief Officers
 - i. The Chief and First Assistant will need a shared space to discuss confidential matters of the department and provide security for sensitive items that may need to be stored temporarily.
 - ii. The Second and Third assistance Chiefs should have a space adjacent to the other chief office, with a movable partition between the spaces. This will allow the option for all Chief officers to be able to meet in private if need be, while providing more private space for discussing sensitive matters of the department.
 - iii. All of these officers should have infrastructure support for computers
 - c. Administrative Officers
 - i. The administrative officers should have their own office so that they can discuss matters such as funding, personnel issue communications, planning for events.
 - ii. This space must have a secured safe for petty cash, donations, and fundraising moneys for the department until it can be transitioned to the financial institution, or for startup money for events.
 - 1. Presidential Staff can share a desk
 - 2. Secretary and Treasurer should have dedicated desks, and infrastructure for computer support
 - d. A small conference room and EOC room for ten (10) to fifteen (15) people seated needs to be available.

- i. This room should be configured for EOC operations on the perimeter of the room to allow for up to 15 people from varying disciplines of public safety to occupy this space, have power, phone, network, and Radio antenna connections available to operate during an emergency or large-scale event.
 - ii. This room should also be able to move all tables and chairs to the center of the room to be configured as a conference room to allow for confidential Board of Directors, various Committees, and appointed and elected officers to be able to meet.
 - iii. This room should have AV support for distant attendance if needed, and for presentations of electronic media to support the activity that the room is being used for.
 - e. A copy room with shared access to the Chiefs, Admin officers, and anyone in the conference area should be made available.
 - i. This space could be shared with the Village offices as well
10. In addition to EOC needs, the department has existing radio infrastructure that needs to be maintained. A dedicated space for supporting these operations is needed for security, equipment maintenance and continuity of operations.
- a. The department currently operates its own tactical repeater, as well as a cross band repeater to support firefighter safety, department operations
 - b. FCC Licensed for an additional repeater in addition to the existing equipment
11. Department members that respond for emergencies need dedicated parking areas to facilitate expedient responses.
- a. The current facility is all shared parking between village offices, visitors, and emergency response parking. This can cost precious time when responders have to search for a safe and legal place to park and park further away from the truck bays and has caused response delays to emergencies.
12. Continuity of Operations for emergency response
- a. When power fails the Fire Department is often involved in responding to calls for service from down wires and accidents to assisting with residents with emergency power needs for home medical equipment
 - b. Installing a standby generator with fuel for 96 hours, built in hookups for responding generators from other resources such as County, State, and Federal sources, and battery backup support lasting at least 8 hours for critical infrastructure is a must.
13. Physical security of the building
- a. Today's society is seeing many threats to public safety officials. Providing a robust security system of auditable access control, strategic lighting, and video surveillance is a must to deter, and provide evidence for criminal activity at this facility.
 - b. The entire building must be protected from loss due to fire. Protection of the investment of tax payer dollars into lifesaving equipment and apparatus will not only reduce the amount of time we have equipment out of service, but will also reduce insurance ratings allowing tax dollars to be spent on additional measures of protecting the community
 - i. This system should be monitored and generate an automatic dispatch to the building
 - c. These systems, along with the technological needs for other spaces will necessitate a dedicated and secure space to house Information Technologies infrastructure.
 - i. This infrastructure could be shared with other village departments
14. Firefighter Memorial
- a. The fire service is steeped in centuries of tradition, our own department celebrating 110 years in 2020. One tradition is to honor fallen brothers and sisters for no less than thirty (30) days. Having a memorial is a need to maintain pride in the organization and allow us to honor our lost.
 - b. Combining this with flag poles for the building would be appropriate as well.
15. BBQ Pit
- a. As stated, traditions in the fire service run deep. Our department provides a much-cherished

Chicken BBQ each year. A new and dedicated area for cooking, and equipment storage for this event will be needed.

There are also many features that should be included into a new facility that will provide beneficial services to our members, our partners, and the community. While these items may not be a necessity, they will greatly improve the efficiency, and professional appearance of our organization.

1. Museum Space
 - a. The department, Company and Village as well as our Boy Scouts of America partners possess a fair number of historical items to include books, photos, awards as well as a horse drawn cart and hand pumper. Having a dedicated area to display the proud traditions and history of our organizations will let the community know that we are, and have been for over 100 years committed to serving our community as a proud and professional organization
2. Siren
 - a. The siren that is housed on the department is not only a tradition, it is an integral part of our culture. It also serves as a secondary method of warning for the community in case of disasters
3. LED Sign w/Amber Alert support
 - a. Providing a state-of-the-art sign in front of the building will allow our department as well as the Village to be able to share critical messages with the community.
 - b. We can also share advertisement for community events
 - c. Amer Alert can be automatic and built in
 - d. Clock, thermometer, and weather can all be incorporated
4. Non-Issued Uniform and civilian clothing item storage
 - a. Our department also has dress uniforms for parades, honor guard details, as well as funerals. We have several items that are stock, but do not have adequate storage for these items
 - b. In addition to uniforms, other fire department apparel is a tradition that will be maintained by the membership, and having dedicated storage for these items will make inventory and distribution of these items much more efficient
5. Office space for Boy Scouts of America Partners (72 years)
 - a. We have committed to a partnership with the Boy Scouts of America by chartering both a Cub Scout pack, and a Scouts BSA Troup for the last 72 years and intend to continue this relationship to help with the development of our community's youth.
 - b. Part of this commitment is to provide meeting space for these organizations, which we are only able to do about half of the time that they need it due to conflicts with fire department and village activities. By increasing our available spaces, we can better serve our partners in youth education and development
 - c. The Volunteer adult leaders for these units are forced to transport materials from home for each meeting, by providing a dedicated space for these leaders to be able to store equipment, paperwork, and just have a quiet place to work will help them focus on providing a good program to the future of our community
6. Residential space
 - a. Our current facility does not support the ability for our members to be able to stay at our station in a secure and safe manner. While we are not a career department there are times during major storms when we need to be available for emergency response, but because of weather conditions we are further endangering our members by asking them to sleep at home, and then respond in their personal vehicles for up to 10 or more miles from the station, and then respond to an emergency.
 - b. In the past we have allowed members to stay at the station in order to increase their safety and

reduce the amount of time it takes for our department to serve the public.

- c. By providing a dedicated sleeping facility for a small number of members we can ensure that they are safe and well rested to be able to perform their duties to the best of their abilities
 - d. Adding a dedicated locker room with showers for this space will help our members feel more relaxed at the station, as well as give them secure and private areas to be able to further decontaminate their persons after incidents and provide storage area for fresh clothing.
7. Common Area space
 - a. To further foster Sprit de Corps with our membership we should provide a common area for recreation that is separate from other facilities. We need our members to form strong bonds with each other so that when their lives depend on each other they truly feel like members of a team, and not individuals working together with no bond.
 8. Green utility options
 - a. By utilizing new and developing "Green" utility options we can be an example of what is possible.
 - b. Some of these utilities can also be sold back to providers, as well as bolster the buildings Emergency Power sustainability
 9. Full building radiant floor heating
 - a. Radiant Floor heating is an efficient method of heating large spaces. Utilizing this through the entire building is desirable as it's a single method of heating
 10. Heated apron, door approaches
 - a. Utilizing radiant floor heating in the building lends itself to having heated outdoor areas such as doorway approaches, truck bay aprons, and a landing zone as called out below
 - b. Providing this type of ice melting system on outside areas benefits the building as a whole by reducing ice melting corrosive agents normally used on these spaces from being tracked inside the building and causing damage to floor surfaces and reduces maintenance cost of building materials.
 - c. This also reduces man hours spent by Village DPW staff for keeping emergency response paths clear



**REGULAR BOARD MEETING
VILLAGE OF ODESSA
August 17, 2020 6:30PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Gerry Messmer

Trustee Anne Centurelli--Absent

DPW Superintendent Steve Siptrott

Clerk-Treasurer Pamela Kelly

Deputy Mayor Tom Letteer

Trustee Aubrey Tomassi

Code Enf. Harold Russell

Trustee Sally Hill

Fire Chief John Jelliff

OTHERS IN ATTENDANCE—None

PUBLIC ATTENDEES—None

REPORTS

CODE ENFORCEMENT—as of now, the Village of Odessa has no short-term rental properties. All other rental properties will be undergoing inspections. The Schuyler County Animal Control Officer will be in the Village this week to address feral cat issues at some locations. The Village does not have a law in effect governing feral cats or the number of cats allowed. The updated mobile home installed on Main Street has been inspected and is deemed to be legal.

DPW REPORT—the steps out back were replaced using Shared Services. With help from the Mayor, Dana Bailey and Jay Kelly, the DPW was able to get the new steps installed in time for the Fire Department BBQ. The new welder is here. DPW can now fix their own things. We are better able to take part in Shared Services, as we finally have something to offer our neighboring communities. The water is being run with the back-up pump, as the main pump is leaking and will now become the back up. The Village will need to budget for a new pump in the next year, as the price for a new one is approximately \$7,000. The new owners at the corner of Church and Speedway will be removing the bushes. Since they are in the village right of way, the DPW will be assisting the homeowners with this. Because of the drought situation, there has not been grass to mow so DPW has been able to focus on other projects.

FIRE DEPT—a Power Point presentation was given to go along with the letter and recommendations given to the Board in July regarding replacing the building. SCOPED will be contacted for information on grants that may be available. There will need to be an Architectural Feasibility Study done prior to that happening. An electrical inspection is also needed first. The Department had 11 fire and 18 EMS calls last month for a total of 29 total calls. The repairs on the pumper should be completed around the beginning of September. A new boat motor was purchased and is in service. The Chief would like to thank the residents of the Village of Odessa for dealing with the trainings that have been taking place. Ted Dudgeon will take the position of Fire Police Captain. The Department has three new Associate Members. The Chicken BBQ was a huge success and was sold out in an hour. Another BBQ will be held in the fall. The Department will be cleaning out the shed and will ask the Village to declare the unused items as surplus at which time they will be placed on Auctions International. JJ will have the complete list of items next month. On

September 14 Doug's Fish Fry will be doing a fundraiser for the Department at the Fire Hall. The power pole out back that goes to Sydney Place is in bad shape and needs to be replaced or removed within a year. We may ask the Village of Watkins if they have an old pole that we could use as a replacement

Resolution 16-2020-21
Install New Fire Police Captain

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Ted Dudgeon as the new Fire Police Captain for the Odessa Fire Department.

Motion by: Gerry Messmer
Second: Aubrey Tomassi
Vote: All in Favor—Carried

Resolution 17-2020-21
Install New Associate Members

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Sonja Croft, Danielle MacDougal and Lisa Stevenson as Associate Members of the Odessa Fire Department.

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

CLERK/TREASURER

Resolution 13-2020-21
VOUCHERS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the August 2020 Vouchers in the Amount of \$21,179.54.

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

Resolution 14-2020-21
MINUTES

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Minutes for July 20, 2020, Regular Board Meeting

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

OLD BUSINESS

- **Planning Board and Zoning Board-**
 - Work with Schuyler County Planning Office, Kristin Van Horn, to finalize the product developed in conjunction with STC.
 - Target Date for Zoning Implementation: September 2020

- Need to Validate:
 - Planning Board: Tracy Gavich, Joanna Scott, Alicia Janke—Pam spoke with Alicia but has not heard back from her regarding the willingness of the three members to continue. Pam will contact Alicia again to see if she was able to confirm all members still interested.
 - Zoning Board: Mike Tomassi, John "JJ" Jelliff, Lisa Jelliff

SEWER:

- Will take 60-90 days for funding to be available.
- The Village officially signed the short-term loan agreement for \$4.3 million to allow for payments to be processed. We are keeping track of the EFC Grant to see when the Governor releases funds. RFP's will be taken to Ron Jackson. The line to the school needs to be installed in the spring.

WATER GRANT:

- JHA will begin working with our DPW Department to pressure test all of the water lines.
- Other ground work will be conducted as part of developing our repair plan.

GRANT WRITER:

- Sewer: USDA grant for sewer is completed on Village end and waiting on other aspects to be completed.
- Park: On hold until Sewer and Water have been submitted and are finalized.
- Water: working on RD Apply for grant/financing for water project.

SCOPED:

- Safer Streets grant is no longer an option. Minimum grant is \$500,000 with 20% co-pay by the Village which is not possible at this time.
- Odessa Economic Development Plan is now a top priority.
 - This is why we need the Planning Board to become active.
- **Village Elections**
 - Due to the Covid 19 Social Distancing restrictions, all Village Elections were postponed by Governor Cuomo and will now be held on September 15, 2020. All current Board Members will remain in place legally until that date. Newly elected Board Members will take office immediately following the election. Their first Board Meeting will be September 21, 2020.
- We do not have any Election Inspectors at this time. We will be looking for two people to volunteer for this.

NEW BUSINESS

- The Village is looking into ways to keep the residents informed of happenings such as water main flushing, snow removal, street closures, recycle pickup reminders, etc. We will look into the Code Red plan used by the Village of Watkins Glen for cost and also research other ways of getting information out to the public.
- **English Proficiency**
 - The Village must adopt a Limited English Proficiency Plan, a copy of which is attached and was distributed to the members.

Resolution 15-2020-21
LIMITED ENGLISH PROFICIENCY

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the Limited English Proficiency Plan per Executive Order 13166.

Motion by: Tom Letteer

Second: Sally Hill

Vote: All in Favor—Carried

TRUSTEE COMMENTS—None

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

Motion made to adjourn at _____ by _____ seconded by _____. All in favor, meeting adjourned.

Subject: Limited English Proficiency

Per the Executive Order 13166 and documents provided by the USDA Rural Development local office, the Village of Odessa has applied the four part analysis for determination of Language English Proficiency and possible resources for those that need translations.

Part A: Self-Assessment

#1 Demography, Identification of LEP Persons i.e. number of people who speak NO English or speak English Less than "Very Well."

The Village of Odessa population over 5 is 689. Per the Census data (attached), 679 speak only English, (1%), of the remaining 10 people, 2 (.1%) speak English less than "Very Well." It is unknown exactly how many citizens the Village is trying to reach with its public service information.

#2 Language Assistance Measures, Frequency of Contact

Based on staff members' recollection, the number of requests for translations has been zero over the past year. The Village request for translation is considered infrequent and unpredictable.

#3 Staff Training

Village staff reviewed the LEP documents provided. Those that are frequent contact with the general public are aware of possible resources available.

#4 Resources for Vital Document Translations

The Village identified the following resources which could offer translations:

Staff at Elmira College

Staff at Odessa Central School District

Using computer software such as www.freetranslations.com

Part B: Language Assistance Plan

#5 The Village's Language Assistance Plan includes the following:

Review census data periodically to identify increases in number of citizens that speak English less than "Very Well."

Inform Staff Members of resources available

Evaluate plan and revise when necessary.

Any questions or comments regarding this plan can be directed to the village clerk at _____



**AGENDA BOARD MEETING
VILLAGE OF ODESSA
September 21, 2020 6:30PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Gerry Messmer

Trustee Anne Centurelli-Absent

DPW Superintendent Steve Siptrott

Clerk-Treasurer Pamela Kelly

Deputy Mayor Tom Letteer

Trustee Aubrey Tomassi

Code Enf. Harold Russell

Trustee Pam Cicconi

Fire Chief John Jelliff

APPOINTMENTS

Library Aide—Karin Thomas

Trustee—Pam Cicconi

Trustee—Thomas Letteer

Associate Justice—Keith Caslin

Resolution 21-2020-21

APPOINTMENTS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the appointments listed above.

Motion By: Aubrey Tomassi

Second: Thomas Letteer

Vote: All in Favor—Motion Carried

OTHERS IN ATTENDANCE: Ted Dudgeon—had a complaint from a resident because he did not pick up their recycling. The items were in a competitor's bin, which is why he did not take them, as he was unsure if the resident was paying that vendor to pick that bin up. Also, too many items that are not on the acceptable list are still being put out. He will not take those items and leaves them. Also, there are a few houses in town that are putting out things from non-residents with their recycling. If the items contain things from non-residents, he will leave those as well. The amount of tonnage is going up every month. Ted appreciates the people in the village who follow the list of acceptable items and break down their boxes.

PUBLIC ATTENDEES: Lou Cicconi, Alijah Bailey

It was brought to the attention of those present that thefts have been occurring in the village and that residents should be locking up bicycles and vehicles. Any thefts should be reported to the Sherriff's Department.

REPORTS

CODE ENFORCEMENT—Two to three weeks ago, Harold met with the Mayor regarding an issue with a village property. It is a rental that is in need of cleaning up. Because of the Covid ruling on evictions, the landlord cannot do anything. He asked if the Village could, but that is also not possible. The gaps in the

zoning here need to be taken care of sooner than later, which would help in situations like this. Harold spent a morning with the Animal Control Officer at another village property as well. They spoke with the homeowner regarding the situation there. If people drive around the village and see these few residences with the issues, it looks like he is not doing his job but his hands are tied right now. Harold asked if the Village has any laws regarding short-term rentals, which we do not. He suggested that the Village address that issue sooner than later as well.

DPW REPORT—The water pressure gauge is not working so Steve does not know how much water is in the tank unless he manually resets every day. The VFD needs to be replaced at a cost of \$1,700. Part of the issue is the storage of chemicals that should be stored in a separate building. The part should be here and issue should be resolved with two weeks. The Catlin Creek rock wall is now done. The rocks helped with the water level in the creek. DEC did a great job. The ditches on Coddington Place have all been cleaned out. The Village is looking at the possibility of putting in a pole barn 25’ x 48’ next to the booster station. This would be for storage of the new backhoe and all of its attachments that now have to be left outside along with other equipment that is now left outside. DPW could do most of the groundwork. The bushes on Merchant and Church were removed. They were in the village right of way and also posed a sight hazard. DPW fixed a driveway on Maple that had an issue with pooling water.

FIRE DEPT.—The department had 17 fire calls and 16 EMS calls in August. The pumper is still out for repair. The roll up doors came in with the wrong paint color and had to be redone. The new delivery date is October 13, 2020. An inspection will be done prior to bringing truck back and it will not be received unless it is all right. The department cleaned out the shed and has a list of items that they would like the Village to declare as surplus. Some items will go back to the Village and some will go back to the department. There will be no outing this year due to the Covid regulations. Doug’s Fishfry was a success but JJ does not have a total as of yet. Two Junior members moved up to Restricted member status. The Town of Veteran Fire Contract is not up to date. JJ has been trying to work with them to rectify this situation. They have stated that they did not receive the emailed contract on time two years ago and, therefore, did not approve it. They did not use the figures in that emailed contract for their budget and have paid the same amount instead.

CLERK/TREASURER

Resolution 18-2020-21
VOUCHERS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the September 2020 Vouchers in the Amount of \$27,947.68.

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

Resolution 19-2020-21
MINUTES

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Minutes for August 20, 2020, Regular Board Meeting

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

OLD BUSINESS

• Planning Board and Zoning Board-

- Work with Schuyler County Planning Office, Kristin Van Horn, to finalize the product developed in conjunction with STC.
 - Target Date for Zoning Implementation: September 2021
- Need to Validate:
 - Planning Board: All current members have not expressed any interest in remaining on the board. Pam spoke with Alicia but has not heard back from her regarding the willingness of Tracy Gavich or Joanna Sindone to continue. Alicia would like to remain on the board.
 - Zoning Board of Appeals: Mike Tomassi, John "JJ" Jelliff, Lisa Jelliff

SEWER:

- Now that funding will be available in November, C&S is bringing in subcontractors to continue work and drive forth the RFP process.
- The Village officially signed the short-term loan agreement for \$4.3 million to allow for payments to be processed.
- RFP's will be well past November.

WATER GRANT:

- JHA will begin working with our DPW Department to pressure test all of the water lines. This was done on September 22, 2020.
- Other ground work will be conducted as part of developing our repair plan.

GRANT WRITER:

- Sewer: USDA grant for sewer is completed on Village end and waiting on other aspects to be completed.
- Water: working on RD Apply for grant/financing for water project.

SCOPED:

- Odessa Economic Development Plan is now a top priority.
 - This is why we need the Planning Board to become active.

Village Elections

- Village Elections were held on September 15, 2020. Thomas Letteer won re-election and Pam Cicconi won as a write in.
- Peg Tomassi and Pam Cicconi were our election inspectors.
- Tom Letter has decided to resign his position on the Board effective October 1, 2020. A motion was made to appoint Alijah Bailey to serve out Tom's term on the board effective October, 1, 2020.

Resolution 22-2020-21

Appoint Alijah Bailey to Replace Thomas Letteer, Jr.

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the appointment of Alijah Bailey to take over as Trustee in the seat left vacant due to the resignation of Thomas Letteer, Jr., effective October 1, 2020.

Motion by: Gerry Messmer

Second: Tom Letteer

Vote: All in Favor—Motion Carried

NEW BUSINESS

- **Set up date and time to audit Justice Goossen**—Tuesday, September 29, 2020, at 5 pm.
- **Board will discuss opening up Planning Board and Zoning Board of Appeals members to residents outside of the village.**—It was suggested to open up these positions to persons who are on the Village water system. Formal decision will be made in October.
- **Approve BAN Bond Approval**—Discuss and approve the purchase of a new truck for DPW with authorization of a serial bond.

Resolution 20-2020-21

BAN Bond Approval Authorizing Purchase of Maintenance Truck

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the purchase of a truck for maintenance purposes authorizing the issuance of \$65,000 serial bonds to pay the cost.

Motion by: Aubrey Tomassi

Second: Tom Letteer

Vote: All in Favor—Motion Carried

- **Discuss joining the Seneca Lake Watershed Management Group**—for a fee of \$357 per year with an offer of working with us on plans and grants with an engineer on their staff. No cost to utilize him if we are a member. Each board member was given a copy of the letter from the watershed group. They will research the benefits of joining and do a formal vote in October.
- **Set a date for new board member training**—October 14, 2020, at 6 pm at the Village Hall.
- The Board was asked by a concerned resident of a neighboring village to discuss the proposed transfer facility being established in the Town of Cayuta. The Board urged any village residents who have questions or concerns regarding that facility to write letters to the Cayuta Town Board or attend a board meeting to obtain further information about the project. At this time the Village of Odessa does not have information to give to its residents.

TRUSTEE COMMENTS

- Pam asked what role the Village plays in the Halloween Parade. The Fire Department offers traffic control and a fire truck. Other than that, the Village has nothing to do with the parade.
- Aubrey asked if the retaining wall at Mill Creek will be getting worked on now that the rocks have been installed. The DEC will be keeping an eye on things to be sure no shifting occurs and will rectify the situation if needed.
- Tom Letter already had stated that he will resign from his position as Trustee effective October 1, 2020.

MAYOR COMMENTS—There have been several speeding tickets issued in the last month. The average speed coming into the Village for tickets was near 80 mph while speeds inside the Village averaged 50 mph.

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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 at 8:00 pm by Aubrey Tomassi, seconded by Pam Cicconi. All in favor, meeting adjourned.



**REGULAR BOARD MEETING
VILLAGE OF ODESSA
October 19, 2020 6:30PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Gerry Messmer	Trustee Pam Cicconi	Trustee Alijia Bailey
Trustee Anne Centurelli-Absent	Trustee Aubrey Tomassi	Fire Dept. Adam Mahnke
DPW Superintendent Steve Siptrott	Code Enf. Harold Russell-Absent	
Clerk-Treasurer Pamela Kelly		

OTHERS IN ATTENDANCE: Thomas Letteer and family; Sally Hill.

PUBLIC ATTENDEES: William Campbell and Albert Roy came to discuss the steps necessary to move their business, Schuyler Glass Company, into a space in the village. He has already spoken with Harold and the location is business zoned. The concerns of the Board and others present were addressed with William and Roy, who agreed to do whatever they possibly can to keep the premises a positive addition to the Business District. A site plan will need to be approved prior to occupying the site.

REPORTS

CODE ENFORCEMENT –None as Harold was not present.

DPW REPORT –Replaced the VFD in the pump house. The water system is now back to one primary and one backup. The new truck is here but is not yet on the road, as we are awaiting insurance cards. It did not come equipped with snow tires, so we will need to make a change on that before plowing begins. A catch basin at 103 Maple Avenue was installed. However, 40’ of sidewalk still needs to be installed. A new salter has been ordered for the truck. Also the new building is on order. The Hometown Hero banners will be taken down after November 11 and replaced with the snowflakes. The DPW will be off the entire week of Thanksgiving but will be coming in to do water. The village needs to look into the purchase of a new snow blower. The Village Tree Lighting will be held on December 6 at 3 pm at the conclusion of the children’s Christmas party.

FIRE DEPT –The Department had a total of 22 calls for September (12 fire, 10 rescue). The new doors for E23 were shipped on 10/13/20 with the correct color. Once they are installed, the truck will be done and ready for inspection/pick up. The Auction’s International sale is over and pick up for the sold items is being arranged. The total amount collected will be determined by next month’s meeting and disbursement will be made to the village for their share. There will be a Doug’s Fish Fry fundraiser on 11/7/20 to be held at Ithaca Harley Davidson. Along with the fish fry, the Associate Members will be selling baked goods and beverages. The Department responded to a large brush fire on 10/10/20 in the Town of Cayuta. While on mutual aid to that call, Community Fire Company sustained damage to their brush truck. The insurance company has been notified. The Department will plan to participate in the Trunk or Treat and parade for Halloween. Also, a cell phone was stolen from a vehicle that was parked at the station while the member was on the brush fire call. Please lock vehicles to prevent any more thefts. The Town of Veteran agreed to a 3% increase on their contract. The Department and the Village need to form a combined committee to

get moving on the new building. We will need to talk to SCOPED and look for any grants and funding that may be available. We will need to find a reputable third party inspector to come and look at the existing building and do an assessment of its condition.

CLERK/TREASURER

Resolution 23-2020-21 **VOUCHERS**

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the October 2020 Vouchers in the Amount of \$24,936.99.

Motion by: Aubrey Tomassi

Second: Pam Cicconi

Vote: All in Favor, Motion Carried

Resolution 24-2020-21 **MINUTES**

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Minutes for September 21, 2020, Regular Board Meeting

Motion by: Aubrey Tomassi

Second: Pam Cicconi

Vote: All in Favor, Motion Carried

OLD BUSINESS

Planning Board and Zoning Board-

- Work with Schuyler County Planning Office, Kristin Van Horn, to finalize the product developed in conjunction with STC.
 - Target Date for Zoning Implementation: September 2021
- Need to Validate:
 - Planning Board: All current members have not expressed any interest in remaining on the board. Clerk spoke with Alicia but has not heard back from her regarding the willingness of Tracy Gavich or Joanna Sindone to continue. Alicia would like to remain on the board.
 - Zoning Board of Appeals: Mike Tomassi, John "JJ" Jelliff, Lisa Jelliff

SEWER:

- C&S Engineers revised the environmental report for the grant writer.
- The Bond for the project has been signed and is awaiting two sections for finalization.

WATER GRANT:

- JHA completed the phase 1 water pressure testing.
- Other ground work will be conducted as part of developing our repair plan.

GRANT WRITER:

- Sewer: USDA grant for sewer is completed on Village end and waiting on other aspects to be completed (environmental report: see above.)
- Water: working on RD Apply for grant/financing for water project.

SCOPED: Nothing new to report on this.

NEW BUSINESS

NEW DPW TRUCK

- The new DPW truck was delivered to the Village on 10/14/2020. The financing will be through Tompkins Trust Company for one year.
- A new salter has been ordered, as approved by the Board.

COLD STORAGE BUILDING

- Contract signed, building ordered, down payment made. Waiting on materials and labor for scheduling the installation.

HALLOWEEN TRICK OR TREATING

- Closing Mitchell Place between College Avenue and Church Street needed for the Annual Trunk or Treat on October 31st from 6-8PM and approve Trick or Treat hours and parade.

Resolution 25-2020-21

HALLOWEEN

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve closing of Mitchell Place between College Avenue and Church Street for Annual Trunk or Treat on October 31, 2020, from 6-8 pm. Also approve parade through town at 5:30 pm and trick or treating door to door for those homes that wish to participate in handing out candy. These homes should turn on their porch light ONLY if they want to receive children, also between the hours of 6 pm and 8 pm.

DISCUSSION: The Village of Montour Falls has cancelled trick or treating for their residents. The Village of Burdett will have both trunk or treat and door to door trick or treating. Odessa may see an influx of children and social distancing and masks will be required and recommended for use by all participants.

Motion by: Aubrey Tomassi

Second: Alijia Bailey

Vote: All in Favor, Motion Carried

TRUSTEE COMMENTS:

- Alijia asked for more information regarding location and direction of the parade and trunk or treat. The Mayor will speak with Tammie Veilleux, as these are run by the Wesleyan Church not the Village.
- Aubrey brought to Steve's attention that a branch is covering the "Autistic Child" sign on Brooklyn Terrace. Steve will remove that branch.

MAYOR COMMENTS:

- After adjournment of the meeting, Mayor Messmer called Thomas Letteer and Sally Hill to the front to award them both with plaques thanking them for their many years of service to the Village of Odessa. He stated how nice it was to know that while he was away last year, they both helped keep the Village on track. He told them that their dedication to the Village was greatly appreciated and would not be forgotten.

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 made to adjourn at 7:40 pm by Aubrey Tomassi seconded by Pam Cicconi. All in favor, meeting adjourned.





Village of
Odessa

The Village of
Odessa
VILLAGE BOARD
2002-2003
In recognition of your service to the Village of Odessa
Your contribution has been



**AGENDA BOARD MEETING
VILLAGE OF ODESSA
November 16, 2020 6:30PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Gerry Messmer

Trustee Anne Centurelli-Absent

DPW Superintendent Steve Siptrott

Clerk-Treasurer Pamela Kelly

Trustee Pam Cicconi

Trustee Aubrey Tomassi

Code Enf. Harold Russell-Absent

Trustee Alijia Bailey

Fire Chief John Jelliff

OTHERS IN ATTENDANCE: Karin Thomas represented the Dutton Peterson Library. She informed the board that she is applying for a grant for the library for beautification to assist with Covid and social distancing. Gerry advised her to offer in kind services with the grant process.

PUBLIC ATTENDEES: None

APPOINTMENTS:

Keith Rekczi, Jr.—Planning Board

TJ Tuttle—Planning Board

Jim Murphy—Library Board

Deborah Yeager—Library Board

Resolution 26-2020-21

APPOINTMENT

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Keith Rekczi, Jr., and TJ Tuttle to the Village Planning Board and Jim Murphy and Deborah Yeager to the Library Board, effective immediately.

Motion by: Aubrey Tomassi

Second: Pam Cicconi

Vote: All in Favor, Motion Carried

REPORTS

CODE ENFORCEMENT-None as Harold was not present.

DPW REPORT—The water samples that JHA need for the grant will be getting done. The cold storage building is 98% done. All of the equipment that had to be left outside is now inside the building. Lights and electric still need to be installed. There are several broken registers for water meters that need to be replaced. Steve is working with JC Prescott to get this remedied by the next water reading. Our next water system will need a new filtration system. The DPW has spent several hours every day over the last three weeks just collecting leaves. The white truck will be used for plowing with the new plow. Two new signs have been purchased for Prospect Place that state parking violators will be ticketed.

FIRE DEPT—The department had 31 calls in October: 12 fire/19 EMS. HE23 is being finished this week and will be ready for final inspection soon. The final payment will not be given to CNY until after this inspection is completed and approved. The Auctions International final total was \$2521.50, of which \$900 will go to the department and the remainder will come back to the village to be put back into the Fire Dept. budget. The department has been very busy with several fires in the last two weeks. The Associate Members will be meeting on 11/17/20 to decide what direction to go with the kid's Christmas party. With the uptick in cases, a different direction needs to be looked at. The department took on one new Jr. Member and asked the board to approve his membership.

Resolution 31-2020-21
APPROVE JR. MEMBER CALEB REYNOLDS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Caleb Reynolds as a Jr. Firefighter in the Odessa Fire Department.

Motion by: Gerry Messmer
Second: Aubrey Tomassi
Vote: All in Favor, Motion Carried

CLERK/TREASURER

Resolution 27-2020-21
VOUCHERS

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the November 2020 Vouchers in the Amount of \$131,917.71.

Motion by: Aubrey Tomassi
Second: Alijia Bailey
Vote: All in Favor, Motion Carried

Resolution 28-2020-21
MINUTES

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve Minutes for October 19, 2020, Regular Board Meeting.

Motion by: Aubrey Tomassi
Second: Pam Cicconi
Vote: All in Favor, Motion Carried

OLD BUSINESS

• Planning Board and Zoning Board-

- Work with Schuyler County Planning Office, Kristin Van Horn, to finalize the product developed in conjunction with STC.
 - Target Date for Zoning Implementation: September 2021
- Need to Validate:
 - Planning Board: The Mayor will meet with the Planning Board on 11/18/20 to go over the direction the Board is moving in.
 - Zoning Board of Appeals: Mike Tomassi, John "JJ" Jelliff, Lisa Jelliff

SEWER:

- C&S Engineers revised the environmental report for the grant writer.
- EFC Grant now available for funding and we need to work with them on submission of invoices.

WATER GRANT:

- JHA needs results from extensive water testing to complete the engineering design.

GRANT WRITER:

- Gerry and Aubrey will have a virtual meeting with Amy Bonn on Wednesday to discuss status of grants for sewer, water and the new building.

SCOPED: Nothing new to report on this.

COLD STORAGE BUILDING

- Building is 98% complete. Two side panels on the rear need to be installed by Cooley Construction.
- DPW has moved equipment in.

NEW BUSINESS

USDA DPW TRUCK PURCHASE

- USDA has provided a tentative proposal for the village to purchase a new truck. This proposal is financing \$38,000 with a \$22,000 USDA Grant. Of the \$38,000, \$5,000 will be paid directly by the Village.
- This purchase will take place in the spring of 2022 due to USDA funding timelines.

Resolution 29-2020-21

APPROVE NEW DPW TRUCK PURCHASE

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve the USDA proposal for purchase of a new DPW truck as referenced above approximately Spring of 2022.

Motion by: Aubrey Tomassi

Second: Pam Cicconi

Vote: All in Favor, Motion Carried

CHARTER COMMUNICATIONS

- The Village needs to start the renewal process with Charter Communications. They would like to meet with the Village to discuss this renewal.

NYS PANDEMIC OPERATIONS PLAN

- The Village needs to adopt a Pandemic Operations Plan in accordance with NYS Law no later than April 1, 2021.

RETENTION AND DISPOSITION SCHEDULE

Pursuant to Article 57-A of the Arts and Cultural Affairs Law, the Village must adopt legal minimum retention periods for local government records.

Resolution 30-2020-21

ARTICLE 57-A

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees approve that Retention and Disposition Schedule for New York Local Government Boards, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein. Be it further resolved that in accordance with Article 57-A only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records after they have met minimum retention periods described therein and only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Motion by: Pam Cicconi

Second: Aubrey Tomassi

Vote: All in Favor, Motion Carried

TRUSTEE COMMENTS—

- Aubrey has been working with both NYSEG and Clean Energy to get all of the village streetlights converted to LED. There is an initial cost of \$1,827.90 for the switchover. However, the village will save approximately \$600 per month after this is done.
- Aubrey is also working to get the village declared a “Clean Energy Community” and the LED lights will help with this designation.

MAYOR COMMENTS—

- It is never too soon to start thinking about next year’s budget. Things like PPE, longevity pay, boots, extra driver/DPW coverage, etc., will need to be incorporated into the new budget.
- A notice was published on the village website with the offices that will be open for election in March 2021, as well as the length of the term for the office.
- The overpass is still scheduled to be taken out in the spring of 2021. When this happens, State Route 224 will have to be closed for 2-3 days. DOT will wait for school to be over before starting.
- Gerry will attend the Planning Board meeting on 11/18/2020. We have had businesses come and go in the past without the proper procedures being followed. This will change. Schuyler Glass has moved

into the storefront on Main and will be formally approved at the meeting, at which time his paperwork will be forwarded to Schuyler County. The business owner has already spoken with Kristen VanHorn.

- Thomas Becker is interested in learning what the village is looking for with the new building (size, uses, etc.) as this is a lengthy process and takes 1-3 years to complete.
- We need to look into adding 2-3 additional drivers to our auto coverage in case Steve and Ty are not available and we need someone to plow.

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8. Odessa Museum
 - a. Develop a museum of Grain and Lumber Mills along with the History of Odessa

CORRESPONDENCE—

ADJOURN

Motion made to adjourn at 7:40 pm by Aubrey Tomassi, seconded by Pam Cicconi. All in favor, meeting adjourned.