**BOARD OF TRUSTEES**

**OF THE VILLAGE OF FREDONIA**

**WORKSHOP**

# **9-11 Church Street**

**Fredonia, NY 14063 February 21, 2023 6:30 P.M.**

Professional Ambulance Billing addressed the Board regarding billing for the Fredonia Fire Department. No financial aspects were discussed in the presentation.

1. **RESOLUTIONS**

1. Budget Transfer

 2. Approval for Water Treatment Plant employees to attend training seminar

 3. Approval for Supervisor of Water Treatment Plant to attend Supervisor Management Course

 4. Amended resolution for Bach Festival Fundraiser

 5. Farmers Market

 6. Comprehensive Plan

 7. Emergency Medical Services Sealed Proposals for Billing.

 8. Budget Transfers

 9. Peterson Overhead Door Approval

 10. Digester Gas Train

 11. Gearbox Installation Approval

 12. Employee Assistance Program

 13. Cable Dept. Editing Equipment

1. **NEW BUSINESS**

 1. Wastewater Treatment Plant

 2. Lactation space/policy for Village of Fredonia; Paid Family Leave

 3. Social Media Presence

 4. Credit Card and a Fuel WEX card for the Village of Fredonia.

 5. Downtown Revitalization Grant

 6. Editing system for Cable Dept.

1. **OLD BUSINESS**

1. Comprehensive Plan

1. **EXECUTIVE SESSION** Upon motion duly made by Trustee Siracuse and seconded by Trustee Espersen and carried unanimously, the Board entered executive session to discuss matters of litigation and potential contract negotiations at 8:20 PM.

 Upon motion duly made by Trustee Siracuse and seconded by Trustee Esperson and carried unanimously, the Board exited executive session and returned to the regular meeting at 8:35 PM.

 **BOARD OF TRUSTEES**

**OF THE VILLAGE OF FREDONIA**

**REGULAR MEETING**

**9-11 Church Street**

**Fredonia, NY 14063 February 21, 2023 7:30 P.M.**

**A CALL TO ORDER- MAYOR ESSEK**

I call this meeting to order on Tuesday, February 21, 2023 at 8:37 PM. Roll Call of the Trustees: Trustees in attendance Lynden, Bird, Espersen, Siracuse, Twichell.

1. **PLEDGE OF ALLEGIANCE-**

1. **APPROVAL OF MINUTES**

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

WHEREAS members of this Board have read the Official Minutes of the Board of Trustees Regular Meeting of January 23, 2023 now, therefore

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

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

1. **PUBLIC PORTION**-

This portion of the meeting is for public comment. Any member of the public wishing to speak, once recognized, shall stand at the microphone and state their name and address. Speakers will be allowed three (3) minutes if speaking for themselves or five (5) minutes if speaking on behalf of a group. I will ask the speakers to refrain from remarks that are in poor taste, slanderous, or not germane to any action taken or contemplated by the Board**.** Tom Carl of 421 E. Main St. stood and addressed the Board regarding a situation of sewage back up in his basement and hoped that we were aware of the situation and is there a solution.

1. **CORRESPONDENCE-**

 **Correspondence dated January 23, 2023 was received from the New York State Conference of Mayors and Municipal Officials requesting Annual Membership Dues in the amount of $4,283.00**

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

 BE IT RESOLVED that the Village Board authorizes the payment of the NYCOM Annual Membership Dues in the amount of $4,283.00

 **Correspondence was received from the Concord Grape Belt Heritage Association requesting the 2023 Membership dues in the amount of $50.00.**

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

 BE IT RESOLVED that the Village Board authorizes the payment of the Concord Heritage Belt Association 2023 Membership Dues in the amount of $50.00

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**BOARD OF TRUSTEES-OF THE VILLAGE OF FREDONIA**

**REGULAR MEETING**

**FEBRUARY 21, 2023**

**CONTINUED**

 **Correspondence dated February 1, 2023 was received from the secretary of the Fredonia Volunteer Fire Department requesting Steven Zentz, Walter Casey, Jr. and Genavieve Figueroa be added to the active roll.**

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

 BE IT RESOLVED that Steven Zentz of 94 East Green St., Dunkirk, N.Y., Walter Casey of 3742 East Main Rd., Fredonia, N.Y. and Genavieve Figueroa of 450 Temple St. Fredonia N.Y. are hereby added to the active roll of the Fire/Police.

 **Correspondence dated February 1, 2023 was received from the secretary of the Fredonia Volunteer Fire Department requesting Chad Agel be removed from the active roll.**

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

 BE IT RESOLVED that Chad Agel of Stockton, N.Y. is hereby removed from the active roll of the Fire/Police.

 **Correspondence dated February 1, 2023 was received from the secretary of the Fredonia Volunteer Fire Department requesting Adam Buczkowski be added to the active roll.**

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

 BE IT RESOLVED that Adam Buczkowski of 103 Eagle Street, Fredonia, N.Y. is hereby added to the active roll of the Fenner Hose Company.

 **Correspondence dated December 30, 2022 was received from the secretary of the Fredonia Volunteer Fire Department requesting that John Wiedenhofer, Jr. be removed from the active roll.**

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

 BE IT RESOLVED that John Wiedenhofer, Jr. of 10 Middlesex Dr., Fredonia, N.Y. is hereby removed from the active roll of the Fenner Hose Company.

1. **MAYOR’S REPORT**- He congratulated DFT on 125 years of being incorporate Fredonia. February 17, 2023 is DFT day in the Village. He attended the Superbowl party at SUNY Fredonia. He attended the Blue Star Mother’s Day ball in Mayville. An event that honors mothers who have a son or daughter serving in the military. He participated in viewpoint on WDOE. On February 5th he attended the Northern Chautauqua Club Association banquet at the Beaver club. The Fredonia Fire Department is offering free CPR classes in March.

1. **TRUSTEE/COMMITTEE REPORTS**-
	1. Trustee Lynden- No report
	2. Trustee Bird- He went over the bands that will be performing over the simmer. There will be 2 car cruises this August. He attended the Highway Superintendents meeting and was pleased to find out that all highway superintendents in the immediate area are working on a Chautauqua county wide plan for emergency services. There will be interviews held on Thursday Feb 23 for Rec. Director.
	3. Trustee Espersen- The cannabis committee will be holding a meeting on Monday Feb 27th in the Trustee Room at 6PM. With regards to NYCOM, he believes the more exposure we have with the decision makers in Albany, the better for our municipality.

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**BOARD OF TRUSTEES-OF THE VILLAGE OF FREDONIA**

**REGULAR MEETING**

**FEBRUARY 21, 2023**

**CONTINUED**

* 1. Trustee Siracuse-She attended the NYCOM Conference and said it was beneficial for the trustees to be there.
	2. Trustee Twichell- She attended the NYCOM Conference in February. The Governor had a banquet at her home and invited the Trustees.

Trustee Lynden reported that the County Legislature passed a resolution approving the hospital in Fredonia and releasing the funds to help build the facility.

1. **TREASURER’S REPORT-** No Report

**I. ADDITIONAL REPORTS**

1.Report from the Fredonia Fire Department for the month of January 2023 was read and ordered filed.

2. Report from the Fredonia Justice Court for the months of December 2022 and January 2023 was read and ordered filed.

3. Report from the Fredonia Police Department for the month of January 2023 was read and ordered filed.

4. Report from the Code Enforcement Office for the month of January 2023 was read and ordered filed.

**J. RESOLUTIONS**-

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

BE IT RESOLVED that pursuant to section 5-520 of Village Law, the following budget transfers are hereby approved

* $710.37 from A2680 Insurance Recoveries to A3120.49 Police Maintenance Equipment
* $5,000 from F8320.41 Filtration Supplies Water Purchased to F8330.43 Filtration Training

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

 WHEREAS in order to become an Operator at the Water/Wastewater Treatment Plants, there are necessary course, and

 WHEREAS Jamestown Community College is offering a Water Treatment Operator Class beginning on March 1, 2023 for $1,595, and

 WHEREAS Alexander Rivera and Corbin Dissell, both Water Treatment Plant Operator Trainees would like to attend this course, now therefore,

 BE IT RESOLVED the Village Board hereby authorizes Alexander Rivera and Corbin Dissell to attend the Water Treatment Operator Course for $3,190.

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

 WHEREAS Luis Fred was recently provisionally hired as the Chief Operator at the Water Treatment Plant, and

 WHEREAS Jamestown Community College is offering a Grade 1 Supervisory Management Course beginning March 1, 2023 for $1450, and

 WHEREAS Luis Fred would like to attend the course, now therefore

 BE IT RESOLVED the Village Board hereby authorizes Luis Fred to attend the Grade 1 Supervisory Management Course for $1450.00

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**BOARD OF TRUSTEES-OF THE VILLAGE OF FREDONIA**

**REGULAR MEETING**

**FEBRUARY 21, 2023**

**CONTINUED**

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

 BE IT RESOLVED that the Fredonia Opera House has permission for the use of West Barker Common and Gazebo for their annual Bach Festival Fundraiser on Saturday, June 3, 2023 from 7 AM to 4 PM and is subject to the direction and control of the Fredonia Police Department.

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

 WHEREAS the Farmer’s Market has requested the exclusive use of 9-11 Church Street as well as East Barker Commons from 8am to 2pm May 20, 2023 through October 28, 2023.

 WHEREAS the Farmer’s Market is requesting to close Church Street between Temple and Day Street and between Village Hall and Main Street during these hours.

 WHEREAS the Farmer’s Market is requesting the use of the downstairs restrooms and equipment shed during these events.

BE IT RESOLVED that the Farmer’s Market has permission for use of 9-11 Church Street as well as the East Barker Commons for approved market vendors each Saturday Morning beginning May 20, 2023 through October 28,2023 and is subject to the direction and control of the Fredonia Police Department.

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

WHEREAS the Village of Fredonia Planning Board (Planning Board) has reviewed the proposed Joint Comprehensive Plan between the Village of Fredonia and the Town of Pomfret and

WHEREAS the Board of Trustees of the Village of Fredonia duly called and held a public hearing on October 17, 2022, with public advertisement as required by law, regarding the new proposed Comprehensive Plan at the Village Hall Trustees’ Room, Fredonia, New York. No one appeared in opposition to said proposed Comprehensive Plan, and

WHEREAS an Environmental Assessment form has been completed and reviewed by the Board of Trustees of the Village of Fredonia, and

WHEREAS the proposed Comprehensive Plan was also referred to the Chautauqua County Department of Planning as required by law and the County has determined that the new proposed Comprehensive Plan is a matter of local concern as stated in its letter to the Village dated December 19, 2022,

NOW, THEREFORE, be it resolved that this Board of Trustees determines that the proposed Comprehensive Plan will not have any significant impact on the environment, and

BE IT FURTHER RESOLVED that said proposed Joint Comprehensive Plan is hereby approved for the Village of Fredonia

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

BE IT RESOLVED Village Clerk is hereby authorized to advertise for sealed proposals for ambulance billing for its Emergency Medical Services Department (EMS Department) according to specifications on file in the Village Clerk’s Office. Said proposals shall be returnable to the Village Clerk’s Office, 9-11 Church Street, Village Hall, Fredonia, N.Y. 14063 no later than 11:00 AM on Tuesday March 14, 2023 at which time the proposals will be publicly opened and read out loud.

 BE IT FURTHER RESOLVED that the Board of Trustees reserves the right to waive any informalities, to reject any and all bids and to accept the proposal deemed most advantageous to the Village of Fredonia.

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**BOARD OF TRUSTEES-OF THE VILLAGE OF FREDONIA**

**REGULAR MEETING**

**FEBRUARY 21, 2023**

**CONTINUED**

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

BE IT RESOLVED that pursuant to section 5-520 of Village Law, the following budget transfers are hereby approved

* $12,000 from G599N Sewer Fund balance to G9950.9 Capital Digester Gas Train

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

WHEREAS, The Village requires a new garage door for the Water Treatment Plant; and

WHEREAS, Peterson Overhead Door; Jamestown, NY has provided a quote for a new Raynor Aspen 138 garage doors, installation, removal of old door, and two garage door openers for $4,700.00; and

WHEREAS, the garage doors are suitable for the Village’s purpose and was approved for the current fiscal year’s budget; therefore

BE IT RESOLVED the Village Board hereby authorizes the purchase and installation of the garage doors for $4,700.00.

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

WHEREAS, The Village requires the purchase and installation of a new digester gas train for the Waste Water Treatment Plant; and

WHEREAS, Buckpitt/Stark, Buffalo, NY has provided a quote for a new digester gas train as well as all labor and materials for $11,764.31; and

WHEREAS, the digester gas train is suitable for the Village’s needs; therefore

BE IT RESOLVED the Village Board hereby authorizes the purchase of the digester gas train for $11,764.31.

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

WHEREAS, The Village requires an emergency purchase and installation of a Gearbox for the Waste Water Treatment Plant; and

WHEREAS, Moley Magnetics, Lockport, NY has provided a quote for a Sumitomo Cyclo 6000 Gearbox and reconditioning of motor for $44,169.50; and

WHEREAS, the reconditioning of the motor and gearbox are both suitable for the Village’s needs and will be paid from the Waste Water Treatment Plants’ current project contingency fund; therefore

BE IT RESOLVED the Village Board hereby authorizes the purchase of the Sumitomo Cyclo Gearbox and reconditioning of the motor for $44,169.50.

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

WHEREAS, the Village is responsible to provide an Employee Assistance Program (EAP) for its personnel; and

WHEREAS, the ESI Group, Wellsville, N.Y. has offered to provide EAP services to the Village’s 87 employees, for twelve months, at a cost of $3,550.00; therefore

BE IT RESOLVED the Mayor is hereby authorized and directed to enter into an agreement with the ESI Group to provide EAP services.

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

 WHEREAS the Village requires new equipment for the Cable Department editing system, and

 WHEREAS B&H Photo, New York, N.Y. has provided a quote for the Apple computer as well as switches, speakers, keyboard and other miscellaneous electronics for $7,657.95, and

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**BOARD OF TRUSTEES-OF THE VILLAGE OF FREDONIA**

**REGULAR MEETING**

**FEBRUARY 21, 2023**

**CONTINUED**

 WHEREAS the editing system is suitable for the Village’s purpose and is included in the current budget, now, therefore

 BE IT RESOLVED the Village Board hereby authorizes the purchase of the equipment to supply the editing system for $7,657.95.

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

 BE IT RESOLVED that the Board of Trustees of the Village of Fredonia hereby rescinds the resolution approved on February 22, 2022 which amended the Court Clerk’s schedule.

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

WHEREAS, the Village of Fredonia has one full-time Court Clerk; and

WHEREAS, in accordance with the collective bargaining agreement between the Village and CSEA, Inc. Local 1000 AFSCME AFL-CIO Village of Fredonia Unit 6313 of Local 807 the Village has the right to change the starting or ending time of all shifts to meet its needs and those of its residents; and

WHEREAS, the Village Court has amended its night court schedule; and

WHEREAS, the Court Clerk has been made aware of this schedule change, now, therefore

 BE IT RESOLVED, that the Board of Trustees amends the Court Clerk’s schedule to be 10:00 AM to 6:30 PM on the date’s night court is scheduled and 8:30 AM to 4:00 PM on all other dates effective Monday, March 6, 2023; and

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

 WHEREAS the Village’s Fire Department has two color multi-function devices in the Chief’s Office and main floor, and

 WHEREAS Lineage has provided a quote for a maintenance plan, called the platinum plan, for $122.98 for 48 months and CPC rates of $.01 per BW “click” and $.05 per color “click”, and

 WHEREAS the Village has determined that the maintenance plan is suitable for the Fire Department’s needs, and

 WHEREAS the cost of the maintenance plan is in the Fire Department’s current budget, now, therefore

 BE IT RESOLVED the Village Board hereby authorizes the 48-month maintenance plan for $122.98 and the corresponding CPC

1. **EXECUTIVE SESSION-**

Upon motion duly made by Trustee Espersen and seconded by Trustee Siracuse and carried unanimously the Board entered into executive session to discuss employee salary at 9:25 PM

 Upon motion duly made by Trustee Lynden and seconded by Trustee Bird and carried unanimously, the Board exited executive session and adjourned the regular board meeting at 10:30 PM.

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

 ANNEMARIE JOHNSTON

 VILLAGE CLERK

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