**Honeoye Falls**

**Village Board of Trustee Meeting**

**February 20, 2024**

**Regular Meeting:** The Regular Meeting of the Village of Honeoye Falls Board of Trustees was called to order by Mayor Milne at 7:00 pm with the pledge.

**Trustees Present:** Trustee Harris, Trustee Main, Trustee Floss, Trustee Wagner

**Trustees Excused:** Trustee Harris

**Also Present:** Kerry Hoffman, Village Clerk-Treasurer; Matt Lenahan, Village Attorney; Brian Anderson Village Administrator, Danny Bassette, Asst Chief Zavitz

**Virtually Present:** Chief Ed Sheidlower

**Minutes:** Motion by Trustee Main seconded by Trustee Wagner to approve Village Board Meeting minutes from 01/16/24, Mayor Milne AYE, Trustee Main AYE, Trustee Floss AYE Trustee Wagner AYE. **Motion Carried.**

**Public Comments:**

* Mr. Bassette inquired if the lawn and grass area near the 20 N. Main and Library property would remain green space. Discussion ensued.

**Abstract No# 8**

**2024** Motion by Trustee Floss, seconded by Trustee Wagner that upon an audit of Abstract No. 9 that approval be given for payment of the General Fund, Including the Sewer Fund in the amount of $200992.11. Voucher numbers #152570-152583, 152593-152661. General Fund in the amount of $87475.51 and Sewer Fund in the amount of $113516.60. Mayor Milne AYE, Trustee Main AYE, Trustee Floss AYE Trustee Wagner AYE. **Motion Carried**.

**Mayors Report**

* What a difference a month makes. Last month it was all about the storms and cold and this month we’ve had a relatively easy time weather wise. This has allowed our highway/DPW staff to get caught up on other projects and certainly it’s been good for the current budget overall.
* As discussed, a couple months ago, the Village is partnering with UR Medicine to bring their new Mobile Mammography Van to our community. April 17th from 9 AM to 3 PM the unit will be parked at the Honeoye Falls Mendon Ambulance Base and technicians will perform (mammograms for all that have pre-registered) for the testing. This is for woman age 40+ and registration can be completed by calling (1-844-870-0002) or by emailing ([mammovan@urmc.rochester.edu](mailto:mammovan@urmc.rochester.edu)). This has been posted on our FB Page and will be added to the website. The Mendon Library will also post this and I am working with other businesses as well to promote. I would like the information to be sent to our local business listing as well for their support.
* March 26th will be the next “HF Business Meeting” with Monroe County taking part as well. Trustee Wagner to report.
* NYCOM Legislative meeting Feb 4-6 in Albany. This was a great meeting. I have left all of you some information in your respective mail boxes. We will talk about some of the information in tonight’s agenda. I was asked to be a presenter for one of the sessions and this was for newly elected officials.
* AS reported a month or two ago, it was expected that Sales Tax Revenue Sharing while still strong was trending downward. Our Q$ distribution for 2023 was down approximately $10,000.00 from 2022 Q4.
* A teams Call was conducted with (Collierseng- Molly Gaudioso and John Steinmetz) to discuss Zoning Concerns re: (Bees, Chickens, Livestock) as this is becoming a larger concern for our Village. They have provided some recent zoning verbiage for consideration and I have asked the ZBA to review. We have also discussed with them zoning verbiage for the Adult Use (On-Site) Cannabis use. This is something we want to ensure is properly zoned for within the Village Community and is a critical zoning subject that we need to move on ASAP.
* On Monday 2/12 I attended the Festival On The Falls Meeting – This is positively moving forward again for 2024 and the Date is August 17, 2024 from 9 AM to 4 PM. Action Items and important subjects for this board to consider:
* The group would like to have food trucks and potentially a beer truck or Craft Beer Vendor (along with the wine producer that was present last year) and set up a food court/beverage court) in the lot formerly known as critics.
* The group is asking us to consider shutting down N. Main St in front of HAP for the day and work with the DOT to create a alternate route using Maplewood, Locust and Monroe to get around the park.
* Ask 7-11 if we can use the lot next to their store for parking like we used to for years
* Thank you all for your efforts to support this community.

**Trustee Report**

**Trustee Floss**

* Nothing new to report

**Trustee Wagner**

* We will be having our 2nd business community meeting March 26th. We expect to have representatives from the county join us.

**Trustee Main**

* Thank you to our first responders
* The Per Diem Firefighters are doing very well. This is a temporary solution due to a lack of volunteers. We do expect this to create an impact on our 24/25 budget.

**Administrator’s Report**

* MC received the full contract for the forestry restoration grant from USFS earlier this month. The Village will receive 15 B&B, 47 4’-5’ trees and 100 saplings to be planted between Rotary, MS Park and the cemetery over the next 3 years. We will begin planting this spring.
* We have received the 2024 Fire and Ambulance contract checks from both the Town of Mendon and West Bloomfield
* The annual recycling reports for NYSDEC and Monroe County have been submitted. David has been added as an admin/user for the reporting site
* CPR and Stop the Bleed training for the staff is being scheduled for the beginning of April. We may need to close the office for part of the afternoon both days

**Clerks Report**

* The EMT Civil Service Exam period is now open. Civil Service did determine that our current employees do not need to re-submit their information, they will use what has already been provided.
* We are beginning the Budget Process.

**DPW/CEO Report**

**CEO Report**

* Wolfsberger park, Section 1, all single family homes are completed and occupied. Section 2A is progressing quickly, 6 homes under construction and two more with permits issued. Morrell is moving forward with the purchase of section 3 from Mr Jacobs soon as well, this is the section that runs thru the woods with larger lots and larger homes.
* Many new business’ coming to the Village, nice to see empty buildings being reoccupied.

**DPW Report**

* Weather has been great, we are getting a lot of work done in the parks
* Equipment maintenance has been a priority as well
* In the absence of Eric, Cody has done an exceptional job stepping up and helping run the day to day operations. This is a great addition to our small team.

**Ambulance Report**

* We are averaging 100 calls a month, which is very busy
* The corporations ARPA Grant is in the home stretch, we will be able to purchase $100,000 in much needed equipment. Thank you to Brian for all of your help!
* We have completed joint training with Mendon Fire, and have the same training scheduled with HFFD.
* The new ambulance will be in service March 1st, 2024

**Fire Department Report**

* 29 calls for January, up 6 from the year prior
* The transition to per diem Firefighters is going very smoothly, we are very pleased with their performance. They are a top-notch staff.
* Thank you to HFMVA for their assistance in obtaining medical supplies and ongoing training.
* Grantmasters has submitted our grant application.

**OLD BUSINESS**

**Resolution**

**CSC Task Force**

**Committee**

* Resolution by Trustee Wagner, seconded by Trustee Floss to implement a Climate Smart Community task force and appoint a Climate Smart Community Coordinator. Trustee Wagner AYE, Trustee Main AYE, Trustee Floss AYE Mayor Milne AYE **Motion Carried**

**Resolution**

**Budget**

**Adjustments**

* Motion by Trustee Floss, seconded by Trustee Main to approve Budget Adjustments as presented. Trustee Wagner AYE, Trustee Main AYE, Trustee Floss AYE Mayor Milne AYE **Motion** **Carried**

**Discussion**

**Crest Grants**

* Sweeper paperwork has been submitted
* Ambulance paperwork is nearly finalized and ready for submission
* The W. Main project planning is moving forward

**Discussion**

**Wing Wall Repair**

* This is non-Village(privately) owned property
* It appears the repairs have been complete; Mayor Milne will reach out to the homeowner for an update/report

**NEW BUSINESS**

**Resolution**

**Arbor Day**

* Motion by Trustee Main, Seconded by Trustee Floss to declare April 27th as Arbor Day in the Village of Honeoye Falls Mayor Milne AYE, Trustee Main, Trustee Floss AYE, Trustee Wagner AYE. **Motion carried**.

**Resolution**

**Annual Meeting**

* Motion by Trustee Wagner, seconded by Trustee Floss to schedule the Annual Meeting for April 1, 2024 at 6:30 pm. Mayor Milne AYE, Trustee Main AYE, Trustee Wagner AYE Trustee Floss AYE. **Motion Carried**.

**Resolution**:

**Budget Meeting**

* Motion By Trustee Main, seconded by Trustee Floss to schedule the 24/25 Budget Public Hearing and review for April 1, 2024 at 6:00 pm. Mayor Milne AYE, Trustee Main, Trustee Wagner AYE, Trustee Floss AYE. **Motion carried**.

**Discussion**

**Boy Scout BBQ**

* Motion by Trustee Wagner, seconded by Trustee Main to approve Boy Scout Troop 410 use of Harry Allen Park on April 27th, 11A-3P, to hold a chicken BBQ. An alternate date of May 4th was also approved. Mayor Milne AYE, Trustee Main AYE, Trustee Floss AYE, Trustee Wagner AYE. **Motion Carried**.

**Resolution**

**HFMVA Volunteer**

* Motion by Trustee Wagner, seconded by Trustee Main to approve HMFVA volunteer Joe Montano. Mayor Milne AYE, Trustee Main AYE, Trustee Floss AYE, Trustee Wagner AYE **Motion Carried.**

**Resolution**

**Young & Wyld 5K**

* Motion by Trustee Floss, seconded by Trustee Wagner to approve the annual Young and Wyld 5k Race August 7th, 2024. Set up begins at 6:00, race is at 7:00, completed at 8:30pm. Mayor Milne AYE, Trustee Main AYE, Trustee Floss AYE, Trustee Wagner AYE **Motion Carried.**

**Resolution**

**McDougal Communications**

* Motion by Trustee Wagner, seconded by Trustee Floss to approve the quote of $950.00 for professional services regarding Fire Services and Village Overview. Mayor Milne AYE, Trustee Main AYE, Trustee Floss AYE, Trustee Wagner AYE **Motion Carried.**

**Resolution**

**Pro-Housing Communities**

**Pro-Housing Communities Resolution: Village of Honeoye Falls, New York**

RESOLUTION No: **\_\_\_2-1\_\_\_\_**

Richard B. Milne, Mayor moved and Jacqueline Main, Trustee seconded that

WHEREAS, the Village of Honeoye Falls, New York (hereinafter “local government”) believes that the lack of housing for New York residents of all ages and income levels negatively impacts the future of New York State’s economic growth and community well-being;

WHEREAS, the housing crisis has negative effects at regional and local levels, we believe that every community must do their part to contribute to housing growth and benefit from the positive impacts a healthy housing market brings to communities;

WHEREAS, we believe that supporting housing production of all kinds in our community will bring multiple benefits, including increasing housing access and choices for current and future residents, providing integrated accessible housing options that meet the needs of people with sensory and mobility disabilities, bringing economic opportunities and vitality to our communities, and allowing workers at all levels to improve their quality of life through living closer to their employment opportunities;

WHEREAS, we believe that evidence showing that infill development that reduces sprawl and supports walkable communities has significant environmental and public health benefits; and

WHEREAS, we believe that affirmatively furthering fair housing and reducing segregation is not only required by law, but is essential for keeping our community strong and vibrant;

NOW, THEREFORE, IT IS HEREBY RESOLVED that Village of Honeoye

Falls, New York, in order to take positive steps to alleviate the housing crisis,

adopts the Pro- Housing Communities pledge, which will have us endeavor to

take the following important steps:

1. Streamlining permitting for multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.
2. Adopting policies that affirmatively further fair housing.
3. Incorporating regional housing needs into planning decisions.
4. Increasing development capacity for residential uses.
5. Enacting policies that encourage a broad range of housing development, including multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.

Resolution reviewed and approved on February 20, 2024 unanimously by the Village of Honeoye Falls, Village Board of Trustees:

* Mayor Milne AYE, Trustee Main AYE, Trustee Floss AYE, Trustee Wagner AYE **Motion Carried.**

**Resolution**

**RFQ WWTP**

**Improvements**

* Motion by Trustee Main, seconded by Trustee Wagner to advertise a request for qualifications for engineering and design specs for WWTP Improvements. Mayor Milne AYE, Trustee Main AYE, Trustee Floss AYE, Trustee Wagner AYE **Motion Carried.**

**Resolution**

**Cemetery Tree**

**Funding**

* Motion by Trustee Wagner, seconded by Trustee Main to approve spending up to $8,000 from Unappropriated Fund Balance to remove a large tree from the cemetery. Mayor Milne AYE, Trustee Main AYE, Trustee Floss AYE, Trustee Wagner AYE **Motion Carried.**

**Discussion**

**Village Administrator**

**Trustee Floss read the below statement regarding the Village Administrator Position**

Dear Honeoye Falls Community,

In November, Village Administrator Brian Anderson is retiring after 35 years with the Village of Honeoye Falls.  We want to thank Brian for his decades of excellent, dedicated public service.

Brian served the last 8 of those years in the role of Village Administrator.  Given his extensive history with and knowledge of local government, his importance to the smooth operation of Village business cannot be overstated. He works in tandem with the Mayor and Village trustees and Village employees.

Brian is currently involved in several significant Village projects: the $9M water treatment plant upgrade, grant writing and administration, managing activities of municipal engineers and planners, and supporting the operations of the Honeoye Falls Fire Department and the Honeoye Falls - Mendon Volunteer Ambulance. These are just a few items of the key Village operations that Brian is a part of.

In order to effectively and efficiently move these projects, infrastructure improvements, and other Village business forward, the Village Board is considering a proposal that would have the mayor temporarily absorb most of the Village Administrator’s responsibilities, with the remaining duties being absorbed by other qualified Village employees. While the Mayor’s salary would be temporarily increased to account for the enlarged scope of responsibility, the mayor’s role would remain part-time and the budgetary effect would be a net positive for the Village. This proposal would be finalized through the 2024-2025 budget process.

Since there remain several unknowns about this transition, this temporary solution would allow the Village the time it needs to find and train a suitable candidate, either internal or external, prior to next year’s budget process, as funding for these new Mayoral responsibilities will only be planned through May 2025 (the end of the upcoming fiscal year).  There would be no requirement that we continue through the full fiscal year with this temporary arrangement and, if the right solution presents itself in the meantime, the Village will be ready to act accordingly.

The Village Attorney and the Village Board of Ethics remain in close consultation on this matter, as does counsel with the New York Conference of Mayors (NYCOM).  NYCOM has confirmed this proposal is appropriate, as the duties of a Village Administrator are often part of a mayor’s job description.  Currently, the Village Board, with the assistance of the above entities, are working to develop methods for oversight of this new role.

The Village Board will discuss the proposal at the March 18 Board of Trustees meeting.  We encourage Village residents with questions or concerns to contact Deputy Mayor Dan Harris [DHarris@villageofhoneoyefalls.org](mailto:DHarris@villageofhoneoyefalls.org) and/or sign up for the public comment section of our March 18th Village Board meeting.

**Executive Session**

* Motion by Trustee Main, seconded by Trustee Floss to adjourn the regular meeting and enter executive session at 8:24pm. Mayor Milne AYE, Trustee Main AYE, Trustee Floss AYE, Trustee Wagner AYE **Motion Carried.**

**Respectfully Submitted,**

**Kerry Hoffman**

**Clerk/Treasurer**