

Village of Sackets Harbor Board of Trustees
December 13, 2022
Regular and Annual Meeting
112 N. Broad St.
Sackets Harbor, NY 13685

Present: Mayor Alex Morgia, Deputy Mayor Mark Pacilio, Trustee Kelly Sova and Trustee Gregg Townsend. Absent: Trustee Ron Mildren. Treasurer Shannon Mason attended through Zoom.

The meeting was called to order with the Pledge of Allegiance at 6:30 pm.

The public hearing for the Zoning Law Amendment for a chapter on Trees was opened at 6:31 pm. Jim Corbin, Zoning Enforcement Officer, recommended minor changes in the list of Subsection numbers in Section 7, and in the definition of Street Trees within Village owned property.

The public hearing closed at 6:46 pm.

The mayor introduced the new board member, Trustee Gregg Townsend. He also extended thanks to the retiring Barb Boulton for her years of service.

The Annual Meeting started at 6:47 pm.

The renewal of the Investment Policy was approved in a motion made by Deputy Mayor Pacilio and seconded by Mayor Morgia. Vote 4 ayes (Morgia, Pacilio, Sova and Townsend), 0 nays.

The renewal of the Procurement Policy was approved in a motion made by Deputy Mayor Pacilio and seconded by Mayor Morgia. Vote 4 ayes (Morgia, Pacilio, Sova and Townsend), 0 nays.

The Coin Deposit Policy and the Acceptance of credit/debit card or ACH payments policy were approved in a motion made by Deputy Mayor Pacilio and seconded by Mayor Morgia. Vote 4 ayes (Morgia, Pacilio, Sova and Townsend), 0 nays.

The annual appointments were announced by Mayor Morgia including appointing Trustee Pacilio as Deputy Mayor and Jim Yuhas as Deputy Treasurer.

Mike Smith was appointed to the Planning Board to replace the retiring Tom Dyckes.

The trustee committee appointments were outlined. Trustee Sova will be the Fire Department, and DPW and Infrastructure Liaison. Trustee Mildren will work with the Police Department, the LDC and the Joint Rec Committee. Trustee Townsend will be the Community Organizations and the Can-Am Liaison. Deputy Mayor Pacilio will work with the Heritage Area and Visitors Center operations.

The following items were approved in a motion made by Deputy Mayor Pacilio and seconded by Trustee Sova:

- Authorize payment in advance of audit, claims for public utility service, postage, freight, payroll taxes and express fees, medical, dental, life and disability insurance premiums as well as advance registrations for conferences and classes.

- Designate the Regular Open Meeting dates of the Board of Trustees as the second Tuesday of each month to commence at 6:30 PM.
- Designate the Depository Institutions for the Village of Sackets Harbor as: Watertown Savings Bank and Community Bank.
- Authorize the following check signing procedure, the Treasurer or Mayor may sign checks.
- Designate the official newspaper for the Village of Sackets Harbor as the *Watertown Daily Times*.
- Authorize the mileage rate to be as set by the IRS guidelines.
- Authorize officials and employees to attend meetings, conferences and workshops.
- Authorize Village and Employee co-payment of medical and dental insurance premiums (Village pays 90% of premium, employee pays 10% premium). The Village will fund the full deductible and co-insurance on January 1, 2023.
- Authorize the Village share of Jim Yuhas's health insurance premium to be paid to the Town of Wilna
- Authorize the following appointments for the following terms:
 - Deputy Mayor – Mark Pacilio
 - Deputy Clerk – Erika Rauch – one year
 - Deputy Registrar – Erika Rauch –one year
 - Zoning Enforcement Officer – James Corbin - one year
 - Heritage Area Director – David Altieri - one year
 - Visitor's Center Director – Kathy Keating - one year
 - Village Historian – Jeannie Brennan & Constance Brennan-Barone - one year
 - Village Attorneys – Kendall, Walton & Burrows; David Geurtsen - one year
 - Village Engineer – Bernier, Carr & Associates - one year
 - Village DPW Superintendent – Lynn Martin

Vote 4 ayes (Morgia, Pacilio, Sova and Townsend), 0 nays.

The annual meeting was closed and the regular meeting opened at 7:00 pm.

MINUTES

The minutes from the November 7, 2022 meeting were approved as presented in a motion made by Deputy Mayor Pacilio and seconded by Trustee Sova. Vote 4 ayes (Morgia, Pacilio, Sova and Townsend), 0 nays.

MAYOR'S REPORT

The DANC Reports from October and November were shared with the board.

Mayor Morgia reported that the office wi-fi is up and running. He would like to set up a small committee to work with the installer on the design for phase 1 and phase 2 of the future upgrades.

The Park Police are agreeable to do patrols in the Village when needed.

Mayor Morgia requested that the board consider allowing board members and part-time employees to buy into the village health insurance policy. He will check with the Teamsters if part-time employees are eligible.

Employee reviews will be scheduled for January.

PUBLIC COMMENT

The meeting was opened to the public at 7:10 with no comments offered.

OLD BUSINESS

A grant application from Ingrid Gori with "Live at the Bandstand" for \$500.00 to offset some of the costs was approved in a motion made by Trustee Sova and seconded by Mayor Morgia. Vote 4 ayes (Morgia, Pacilio, Sova and Townsend), 0 nays.

TRUSTEE REPORTS

Trustee Sova reported that the Fire Department had a successful "Fowl Play" fundraiser.

She inquired about supplying a prepaid credit card to the Visitors Center staff. This was tabled until the Treasurer checks with the State Comptroller's office.

A \$2,000 full page ad was approved for the Sackets Harbor Visitors Guide if it is in the budget in a motion made by Trustee Sova and seconded by Deputy Mayor Pacilio. Vote 4 ayes (Morgia, Pacilio, Sova and Townsend), 0 nays.

Deputy Mayor Pacilio met with the Heritage Area Committee and discussed absorbing the Marketing Committee into the Heritage Area Committee as a sub-committee.

He will be contacting the committees and department heads for upcoming budget planning.

Trustee Townsend had no report but is glad to come aboard.

TREASURER'S REPORT

The Treasurer's Report was approved in a motion made by Deputy Mayor Pacilio and seconded by Mayor Morgia. Vote 4 ayes (Morgia, Pacilio, Sova and Townsend), 0 nays.

Budget transfers were done in a motion made by Mayor Morgia and seconded by Trustee Sova. Vote 4 ayes (Morgia, Pacilio, Sova and Townsend), 0 nays.

The bills listed on Abstract #7 with Vouchers v3000461 through v3000539 were paid in a motion made by Deputy Mayor Pacilio and seconded by Mayor Morgia with one minor correction to voucher v3000464. Vote 4 ayes (Morgia, Pacilio, Sova and Townsend), 0 nays.

DEPARTMENT HEAD REPORTS

Lynn Martin, DPW Superintendent, requested permission to purchase a metal detector used for locating curb stops. It will be just under a thousand dollars. This was approved pending receipt of the appropriate quotes in a motion made by Trustee Sova and seconded by Mayor Morgia. Vote 4 ayes (Morgia, Pacilio, Sova and Townsend), 0 nays.

Kathy Keating, Visitors Center Manager, reported that the Visitors Center is closed for the season with the exception of special events. She has been working on the Visitors Guide and will need event schedules by December 31st.

Village Engineer, Corey Reid, reported that the third payment requisition was received from Lawman and forwarded to the Village. An updated Lawman project schedule was shared with the board.

John Gleason, Police OIC, submitted quotes for the purchase of the new police vehicle. A motion was made to approve the purchase of a 2022 Ford F-150 Lightning C224421D for \$55,066.50 from Davidson Ford of Clay by Trustee Sova and seconded by Deputy Mayor Pacilio. Vote 4 ayes (Morgia, Pacilio, Sova and Townsend), 0 nays.

Fire Department submitted a written report.

Dave Altieri, Heritage Area Director, submitted a written status report.

Janet Quinn, Planning Board Chair, reported that there has been a recurring issue with temporary structures in the National Historic Register District that the zoning law doesn't address.

Dave Altieri, Historical Society, reported that they are considering reviving the winter concerts.

PUBLIC COMMENT

Craig Parker from Navy Point Marina reported that they have a new gate at the property which will necessitate a change in the plowing pattern. The DPW can accommodate that. He also said that they are planning a possible winter event with the Coast Guard for an ice rescue demonstration.

The Zoning Law Amendment for the addition of the Tree Chapter was approved in a Resolution proposed by Deputy Mayor Pacilio and seconded by Mayor Morgia. Vote 4 ayes (Morgia, Pacilio, Sova and Townsend), 0 nays.

A motion to adjourn the meeting was made at 8:22 pm by Deputy Mayor Pacilio and seconded by Mayor Morgia. Vote 4 ayes (Morgia, Pacilio, Sova and Townsend), 0 nays.

Minutes submitted by

Peggy Kelly
Village Clerk