

Village of Bloomfield Board of Trustees Meeting of April 22, 2020

Present via WebEx and phone because of Pause New York and Social Distancing: Mayor Mark Falsone, Trustees: Dave Conklin, Gail Harrington, Don Bowe and David Poole. Also present: DPW Supervisor Brian Rayburn and Clerk/Treasurer Donna Wollschleger.

The meeting was opened at 5:34.

ORGANIZATIONAL MEETING:

- A. Conflicts of interest- Dave Conklin declared he is the property owner of record for 12 Main St., wherein the Village Offices are located. No other declarations were made.
- B. Appointments- Falsone motioned, Conklin seconded and it was unanimously carried to make the following appointments and set the 2021 Organization meeting for April 28, 2021:

Mayor	Mark Falsone (23)
	Gail Harrington (23)
Trustees	Don Bowe (21)
	Dave Conklin (21)
	David Poole (23)
Clerk/Treasurer	Donna Wollschleger (23)
Deputy Clerk/treasurer	Carey Richards (23)
Superintendent of Public Works	Brian Rayburn
Deputy Superintendent of Public Works	Brian Steenburn
Watershed Inspector	Brian Rayburn
Zoning Board of Appeals (Board)	Terry Hall (chair) (22)
	Emery Warden (24)
	Bryan Bricco (25)
	Roslyn Duncan (23)
	Kim Gebo (24)
Planning Board (Board)	Sharol Nixon (24)
	Nikki Every (23)
	Ken Martin (25) (chair)
	Tom Kugris (21)
	Estelle Hall (21)
Planning/Zoning Secretary	Kim Rayburn (23)
Designated Employee Rep. (DER)	Donna Wollschleger
Health Board	Village Board
Chairperson	Mark Falsone
Secretary	Donna Wollschleger

Budget officer	Mark Falsone
Attorney	Dan Bryson
Engineer	Chatfield Engineers
Historian	East Bloomfield Historical Society through the Town of East Bloomfield
Registrar of Vital Statistics	Margaret Gochenaur (23)
Health Officer (town)	Debra Woodruff
Code enforcement officer (town)	Jim Kier
Newspaper	The Daily Messenger
Depository	Canandaigua National Bank Five Star Bank
Signatures	Mark Falsone Donna Wollschleger Carey Richards
Regular Meeting Dates	4th Wednesday of every month at the Village Office (12 Main St.)
Village Office	12 Main Street POB 459 Bloomfield, New York 14469
Office Hours	Monday thru Thursday 8:00 AM to 4:00 PM
Holidays (office closed)	Independence Day Thursday July 4, 2020 Labor Day Monday, Sept. 7, 2020 Columbus Day Monday Oct. 12, 2020 Veterans Day Wednesday Nov.11, 2020 Thanksgiving Thurs. Nov. 26, 2020 Christmas Friday Dec. 25, 2020 New Year's Day Friday Jan 1, 2021 Martin L. King, Monday Jan. 18, 2021 Presidents' Day Monday Feb 15, 2021 Memorial Day Monday, May 31, 2021
Village Standing Committees	
Water	Don and Dave
Sewer	Gail and David
Sidewalk and Trees	Dave and Don
Streets and Lights	Dave and David
Labor Relations	Mark and Gail
Cable TV	Mark and Don
Intergovernmental Relations	Mark and Dave
Zoning and Subdivision Fee Schedule	Mark, Gail
Insurance	Gail and Donna

Recreation	Don and David
Board of Ethics	Dan Bryson Mark Falsone Donna Wollschleger
Records Management Board	Dan Bryson Donna Wollschleger Mark Falsone Gail Harrington
Organizational Meeting for 2021	Wed. April 28, 2021

C. Fees- Falsone motioned, Conklin seconded and it was unanimously carried to approve the fee schedules.

VILLAGE OF BLOOMFIELD FEE SCHEDULE APRIL 2020

One or two family dwelling	Min. \$215	\$0.20/sq. ft.
Commercial & industrial bldg.	Min. \$215	\$0.21/sq. ft.
Multiple family dwellings	Min. \$215	\$0.21/sq. ft.
Accessory bldg (>10x12)	Min. \$55	\$0.17/sq. ft.
Accessory bldg./ structures (utility shed up to 10 X 12) (not requiring inspections or plan reviews)		\$55.00
Alterations/additions/repair	Min. \$60	\$0.17/sq. ft.
Renewal of bldg. permit after 1 yr. at: 100% of original cost, or pro-rated on a monthly basis, when deemed appropriate by the CEO, with Trustees' approval		
Site development fee (on vacant site)		\$75.00
Fire Inspection Fee	no charge for first inspection no charge to respond to tenant complaint \$30 "no show" fee \$40/visit/unit for repeat inspections	
Woodstove, fireplace, chimney, solid fuel burning devices		\$65.00
Swimming pool permit		\$75.00
Fence permit		\$65.00

Demolition permit	\$150.00
Fill permit (good for 3 months)	\$150.00
Home occupation permit	\$180.00
Sign permit	\$1.25/sq. ft. \$50 minimum
Sandwich Board sign	\$24/year
Special bulk storage permits	
1. Up to 50,000 gallons	\$160.00
2. Each additional 100,000 gallons	\$185.00
Public Hearing Notification sign for Planning/Zoning	\$15 (refundable when returned)
Special Use permit	\$185.00
Variance -Area	\$180.00
-Use	\$340.00
-Sign	\$100.00
Site plan review	\$185.00
Zoning Law Book	\$75.00
Subdivision Regulations	\$35.00
Public hearing notification sign	\$15 (refundable)
Comprehensive Plan	\$60.00
Tax Search	\$10.00
Letter of compliance, certification or records search	\$40.00 not visiting site \$60.00 visiting site
Subdivision fees	
1. Sketch plan (1-4 lots)	\$60.00
2. More than 4 lots	\$150.00
Preliminary-final review	

1. Application fee	\$130/lot
2. Recreation fee	\$200/lot
Rezoning of a parcel	\$400
DPW work	\$85.00/regular hour
Peddlers/solicitors permits	10 days or less = \$5/day More than 10 days but < 6 months = \$75 More than 6 months but < 1 year = \$100
Limited Development Overlay Permit	\$50 without Planning Board review \$100 if Planning Board review plus cost of consultants, if needed
Returned Check Fee	\$25.00
Mileage reimbursement (federal rate)	\$0.575/mi

All fees are collected at the time of application

The applicant will pay all engineer fees, SEQR and all other related costs incurred by the Village for application reviews.

**VILLAGE OF BLOOMFIELD
SEWER USAGE RULES AND REGULATIONS
FEE SCHEDULE 2020/2021**

ITEM	FEE
Fee for installation of water line from existing waterline to curb box including the meter will be the actual cost of equipment and labor for such installation.	ACTUAL COST
Self installation of lines larger than 1 inch, to cover inspection, Approval and administration.	\$100.
Inspection of new and/or replacement water line. (curb box to house)	\$50.
Subdivision inspection for each line being installed.	\$50. plus cost of material.
Subdivision inspection of main lines will be the actual cost of materials, equipment and labor.	ACTUAL COST

Disconnecting water use by owner (Turning off water)	\$36.
Connecting water use by owner (Turning on water)	\$36.
Water Rates per quarter (Art.7-8)	
Within the village users	
Administration Fee/Inactive Account Fee	\$65/quarter
Cost of water	\$4.10/1000 gal.
Outside of Village users	
Administration Fee	\$130/quarter
Cost of water	\$4.10/1000 gal.
Inactive account fee	\$65/quarter
Unmetered private fire service connection	\$50. annually
Metered fire service connection	\$4.10/1000 gal.
Cross connection: back flow prevention installation, inspection, etc.	at expense of consumer
Meter fees:	
*Meter testing fee	\$100
Damaged meter fee	\$125
Malicious tampering fee	\$325
*If meter is proved to be faulty, the homeowner will not be charged	
Connection to a sewer line be the actual cost of equipment and Labor for the connection.	ACTUAL COST
Permit and inspection for a new and/or replacement sewer line.	
Residential and Commercial	\$50.
Industrial	\$70.
Subdivision inspection for each line being installed	\$50.
Subdivision inspection of main lines, will be actual cost of material, Equipment and labor.	ACTUAL COST
Sewer rates per unit per month for <u>village users</u> .	\$33.50
Sewer rates per unit per month for <u>out of village</u> users.	\$41.00
Sewer base rate for temporary water shut-off/ Inactive Accounts	\$64.50/qtr.
Permit and inspection of a private sewage disposal system	\$150.
SPEDES Permit (section 10-1)	\$100.
Scavenger License (Section 8)	\$50.
Scavenger waste	\$.15/gallon

The organizational meeting was closed at 5:38 pm. - Falsone motioned and seconded by Conklin to close the organizational meeting and it was unanimously carried.

Regular monthly meeting of April 22, 2020

Minutes: The minutes of the March 25, 2020 meeting were approved as submitted.

Privilege of the floor: None

Mayor's report:

1. The Mayor shared that he has been doing 3-4 Video chats each week between Ontario County and the Crisis Team from the Bloomfield area about the COVID-19 epidemic. There is no word yet on schools opening. At this time NY remains "on pause" till May 15th. Meaning schools and business must remain close until at least May 15, 2020.
2. The Memorial Day Parades have all been cancelled per the American Legion. The Crisis Team would like to do some kind of virtual recognition of this day for our veterans. The Mayor is working with the group with ideas what can be done.
3. The Mayor stated that we did the right thing by having the Public Hearing and passing our budget for the 2020/21 budget in March. He stated that between him, Donna and Brian that they would be working together to plan some cuts for next year because we know that the sales tax revenue will be significantly decreased. We could see up to a 20% decrease in revenue.
4. The Mayor acknowledged and wanted to thank Donna for the work that she has been doing during this time of the shutdown. He recognizes that she has been working extra hours and keeping things running in the office alone. Everyone thanked her as well.

Clerk/Treasurer report:

1. The Mayor told the board that he reviewed the vouchers per our policy because we were not meeting in person. He has signed off on all of them and we will present them to the next in person meeting for the Board to review. Abstract #11 (vouchers 351-382, HB 3-4, TA 11) was audited and approved in the following amounts: general fund \$5,677.80; water fund \$18,384.63; sewer fund \$6,421.67; Capital Sewer Project \$96,999.28 and TA \$374.00. The clerk and DPW supervisor declared that all services have been rendered and all goods have been received. Bowe motioned, Poole seconded and it was unanimously carried to pay the bills as presented.
2. The Financial Reports from March were submitted for review.

CEO report: The monthly report was submitted for review and discussion.

1. The Mayor explained that the COVID-19 enforcement in the Village has been pushed to the Code Enforcement Officer per the Governor. If anyone sees any groups of people they should let Jim know. Bowe state he was in the Big M and did not witness proper sanitation of wiping things down between customers, no markings on the floor for social distancing

and signs. Conklin stated he doesn't want to come down on them but Harrington disagreed. The Mayor will discuss it with Jim and have him follow up on it.

Public works report:

Water:

1. The water department had a 40HP motor fail and needs repair. If it can't be repaired we will have to replace it.
2. Brian let us know that he put a backflow on the hydrant at the corner of Michigan St. and Church St. for some construction work going on CR#39. They needed water and Donna will have to bill separately and ask for a manual read.

Sewer and WWTP:

1. The UV project is 99% complete. They just have to wait a couple of weeks for a water sample to be tested then it will be done. This is done ahead of schedule.

Streets and Equipment:

1. Brian acknowledges the shortfall of revenue from NYS next year. He will see what can be cut as far as piping, sidewalk repair, and tree work for the summer. If anything can be done in May and we have the funds, we will do it now.
2. Brian stated that a lot of the work they need to do they cannot do with only 2-3 guys. The Mayor asked him to bring his full crew back starting Monday 4/27 and continue to wear masks and use as much social distancing as possible. Brian agreed.
3. The banners are up and the streets have been swept for spring. They will be working on patching, blacktop and concrete work.
4. Both the new pickup truck and the dump truck have been ordered and will be delivered by May 31st.
5. Hydrants are being painted.
6. Brush pickup is scheduled for the week of May 11th.
7. Oil and stoning is moving forward on May 18th.
8. Brian is concerned that we may not get our CHIPS money next year so he will turn in all stone and roadwork as soon as possible for reimbursement.

Misc: Brian stated that the Town had 2 confirmed exposures to the Coronavirus and he believes the Village had one employee. At this time everyone is healthy.

Village Engineer: no reports.

Standing committees: no reports

Special Committees:

1. Comp Plan-Trustee Harrington stated that the last meeting had to be cancelled so no update.

Unfinished Business: none

New business:

1. Memorial Day-the Mayor spoke again about Memorial Day. He said they would likely do something recorded with multiple people speaking and present it on Facebook.
2. Bowe stated that sports are cancelling for the season and asked how we could help get the word out. The Mayor told him to send us the information and we could put on digital sign.

Adjournment: The May meeting will be the fourth Wednesday, May 27, 2020. Falsone motioned, Conklin seconded and it was unanimously carried to adjourn the meeting at 6:17pm.

Respectfully submitted,

Donna Wollschleger,
Clerk/Treasurer