

DEPARTMENTAL MEETING OF THE HANCOCK VILLAGE BOARD,  
MONDAY AUGUST 22, 2016 10:00 A.M., HANCOCK VILLAGE HALL,  
85 EAST FRONT STREET, HANCOCK, NEW YORK

The Departmental Meeting was called to order at 10:00 A.M. by Mayor Morgan. Roll call was taken by Clerk/Treasurer Falsetta.

Present: Mayor Eugene D. Morgan  
Deputy Mayor William Schoonmaker  
Trustee Charlene Caramore  
Trustee Dawn Gotthardt  
Trustee Shaun Shannon

Also Present: Phyllis Falsetta, Village Clerk/Treasurer  
See attached attendance list

**A MOTION** was made by Trustee Gotthardt, seconded by Deputy Mayor Schoonmaker, voted and carried to approve the August 1, 2016 Special Meeting Minutes. *2016-579  
Minutes Approval*

**A MOTION** was made by Deputy Mayor Schoonmaker, seconded by Trustee Caramore, voted and carried to approve the July 25, 2016 Departmental Meeting Minutes. *2016-580  
Minutes Approval*

**A MOTION** was made by Trustee Shannon, seconded by Deputy Mayor Schoonmaker, voted and carried to approve the Abstract of Vouchers in the amount of \$14,286.08. Coughlin & Gerhart Invoice No. 300013758 in the amount of \$770.00 to be held until clarification of charges has been received. *2016-581  
Abstract of Vouchers*

Departmental reports were reviewed.

The responsibility of grass violations was discussed. Currently the DPW submits a list to the Code Enforcement Officer who proceeds to send a notice of violation. It was agreed that the Code Enforcement Officer should address the property maintenance violations from beginning to end as the DPW does not have the time to locate the violations.

There was a discussion on grease traps in local restaurants. Code Enforcement Officer Michael Salvatore informed the Board that the installation of grease traps is not mandatory in all instances. He explained the difference between "brown grease" and "floatable" grease. "Brown grease" which is liquid when hot but becomes solid when cooled would come from animal fat i.e. bacon, burgers, etc. This is the type of grease that can cause problems in the sewer lines. "Floatable grease" floats on the surface of the water and never solidifies, this would be used in deep frying, etc. "Floatable" grease is usually recycled for profit. The need and size of a grease trap is determined by the number of occupants allowed and hours of operation.

A report was not submitted by Fire Chief Richard Knapp. Clerk Falsetta was directed to type another memo reminding him that monthly reports are mandatory. The memo is to be hand delivered to the fire station by a member of the DPW.

**A MOTION** was made by Deputy Mayor Schoonmaker, seconded by Trustee Caramore, voted and carried to accept all monthly departmental reports. 2016-582  
*Departmental Reports*

A letter requesting a zoning change from Industrial to General Business at 593 West Main Street (Tax Map #'s 428.20-7-1 and 428.20-1-7.2) was received from Property owner Russell Bass.

**A MOTION** was made by Trustee Shannon, seconded by Deputy Mayor Schoonmaker, voted and carried to schedule a Public Hearing on September 12, 2016 at 6:45 P.M. to consider the rezoning of properties 428.20-7-1 and 428.20-1-7.2 from Industrial to General Business. 2016-583  
*Schedule Public Hearing on  
Rezoning Bass' Property*

Lisa and Tim Lobdell were present to continue the discussion on the culvert problem which is causing erosion of their property which is located on Old Bridge Spur. DPW Superintendent Vaughn Karcher will contact NYS DEC regarding any necessary permits or permissions to make repairs and the NYS Department of Transportation to investigate the possibility of a shared services project as the Village does not have the equipment necessary. It was also recommended that Mr. Karcher contact Wayne Reynolds, Delaware County Engineer who may have previously looked into the problem a few years ago and may have some repair recommendations.

A letter of resignation was received from Planning Board Chairman Brenda Rood. Mrs. Rood would like to remain as a member of the Planning Board but can no longer chair it due to time constraints.

**A MOTION** was made by Trustee Gotthardt, seconded by Deputy Mayor Schoonmaker, voted and carried to accept Brenda Rood's resignation as Chairman of the Planning Board. 2016-584  
*B Rood Resignation as Chair  
of the Planning Board*

**A MOTION** was made by Trustee Shannon, seconded by Trustee Gotthardt, voted and carried (Trustee Caramore recused herself) to appoint Planning Board Member, Kevin Caramore as Chairman of the Planning Board. 2016-585  
*K Caramore Appointed  
Chair of Planning Board*

**A MOTION** was made by Trustee Gotthardt, seconded by Trustee Caramore, voted and carried to approve the purchase of Williamson Law Book Water/Sewer Software at a cost of \$4,190 which includes one year annual support and training. 2016-586  
*W/S Software Purchase  
Approval*

**A MOTION** was made by Deputy Mayor Schoonmaker, seconded by Trustee Shannon, voted and carried to remove N. Dunlap and L. Ocana from the HFD roster for failing their probationary period. 2016-587  
*N Dunlap & L Ocana Remov  
from HFD Roster*

**A MOTION** was made by Trustee Gotthardt, seconded by Trustee Caramore, voted and carried to remove Andrew Kille from the HFD roster due to his death. 2016-588  
*A Kille Removed from HFD  
Roster*

**A MOTION** was made by Trustee Shannon, seconded by Deputy Mayor Schoonmaker, voted and carried to change Steve Gales HFD membership from active to honorary. 2016-589  
*S Gales Changed to HFD  
Honorary Member*

**A MOTION** was made by Trustee Gotthardt, seconded by Trustee Caramore, voted and carried to enter into executive session at 10:50 A.M. to discuss:

2016-590

*Executive Session*

- Matters which, if disclosed, will imperil the public safety
- Matters which may disclose the identity of a law enforcement agent or informer
- Information regarding current or future investigations or prosecutions of a criminal offense which would imperil effective law enforcement if disclosed
- Discussion proposed, pending or current litigation
- Collective negotiations pursuant to the Taylor Law
- The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation
- The preparation, grading, or administration of examinations
- The proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by the public body, but only when publicity would substantially affect the value thereof

The meeting was reconvened at 11:07 A.M. with no action taken.

The meeting was adjourned at 11:10 A.M.

Respectfully Submitted by:

---

Phyllis Falsetta, Clerk/Treasurer