

PUBLIC HEARING and REGULAR MEETING OF THE HANCOCK VILLAGE BOARD,
MONDAY, DECEMBER 11, 2023 AT 7:00 P.M.
HANCOCK VILLAGE HALL, 85 EAST FRONT STREET, HANCOCK, NEW YORK

The public hearing to consider Local Law No 1-23 was called to order by Mayor Shannon at 7:00 P.M.

There was no public comment.

The public hearing was closed at 7:01

The Regular Meeting was called to order at 7:01 P.M. by Mayor Shaun Shannon.

Present: Mayor Shaun Shannon
Deputy Mayor Jason Mead
Trustee Ricky Kuehn
Trustee Dorothy Picozzi
Absent: Trustee Shane Mielke

Also Present: Demi Shannon, Deputy Clerk/Treasurer
William Brown, Delaware Engineering
Robert McKertich, Attorney for the Village
Kristen Barron, Hancock Herald

A MOTION was made by Trustee Kuehn, seconded by Trustee Picozzi, voted and carried to approve the November 13, 2023 Regular Meeting Minutes.

*2023-200
Minutes Approval*

A MOTION was made by Trustee Kuehn, seconded by Deputy Mayor Shannon, voted and carried to approve the Abstract of Vouchers #11 in the amount of \$173,208.01.

*2023-201
Abstract Approval*

A MOTION was made by Deputy Mayor Mead, seconded by Trustee Kuehn, voted and carried to enact the following:

*2023-202
Local Law 1-23*

**LOCAL LAW NO. 1 OF 2023
A LOCAL LAW REGULATING PARKING
DURING SNOW EVENTS**

Be it enacted by the Board of Trustees of the Village of Hancock as follows:

Section 1. Addition of Article VII to Chapter 105 of the Village Code.

Chapter 105 of the Code of the Village of Hancock shall hereby be amended by adding a new Article VII as follows:

**ARTICLE VII
Parking Restrictions During Snow Events**

§ 105-39. Snow Events.

A snow event shall exist whenever there shall be an accumulation of 3 or more inches in depth of snow as measured by the Superintendent of Public Works at such location within the Village as he/she may determine. A snow event shall remain in effect for a period of 24 hours after it commences, unless sooner declared terminated by the Mayor or the Superintendent

of Public Works.

§ 105-40. Parking Restrictions During Snow Events.

- A. It shall be unlawful for any person to park a vehicle, or permit a vehicle to stand, at any
- B. municipally-owned parking lot during a snow event.
- C. The Mayor and the Superintendent of Public Works shall have the authority to implement
- D. such other and different restrictions in their discretion as deemed necessary to
- E. properly manage snow removal on municipally owned parking lots during snow events.

§ 105-41. Notice

- A. The presence on any street, highway, sidewalk or municipally owned parking lot within the Village of an accumulation of snow to a depth as set forth in Section 105-39 shall be deemed notice to all operators and owners of vehicles that a snow event is in effect. It shall be presumed that such owner or operator of a vehicle has actual notice of the existence of a snow event by reason of such snow accumulation.
- B. The Superintendent of Public Works shall cause to be erected and maintained appropriate and clearly visible signs to provide notice of parking restrictions during snow events. The type, number and location of such signs shall be determined by the Superintendent of Public Works.

§ 105-42. Violations.

Any person violating the provisions of this Article shall be subject to the penalties set forth in Section 105-38 of this Chapter. In addition, any vehicle parked in violation of this Article shall be subject to removal and storage in accordance with Article IV of this Chapter.

Section 2. Amendment to Section 105-38

The first sentence of Section 105-38 of the Code of the Village of Hancock shall hereby be amended by adding the phrase “or parking” between the words “traffic” and “infraction”.

Section 3. Remainder

Except as hereinabove amended, the remainder of the Code shall remain in full force and effect.

Section 4. Separability

The provisions of this Local Law are separable and if any provision, clause, sentence, subsection, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstance, such illegality, invalidity or unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, subsections, words, or parts of this local law or their application to other persons or circumstances. It is hereby declared to be the legislative intent that this local law would have been adopted if such illegal, invalid, or unconstitutional provision, clause, sentence, subsection, word or part had not been included therein, and as if such person or circumstance, to which the local law or part thereof is held inapplicable, had been specifically exempt therefrom.

Section 5. Effective Date

This Local Law shall take effect immediately upon filing with the New York State Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

Upon Roll Call Vote: Mayor Shaun Shannon- yes, Deputy Mayor Jason Mead-yes, Trustee Ricky Kuehn- yes, Trustee Dorothy Picozzi- yes, Trustee Shane Mielke- Absent.

Bill Brown

A MOTION was made by Trustee Kuehn, seconded by Deputy Mayor Mead, voted and carried to authorize Mayor Shannon to sign the grant agreement with NYS Office of Community Renewal for the \$995k Community Development Block Grant.

2023-203

NYS Office Comm. Ren.

A MOTION was made by Deputy Mayor Mead, seconded by Trustee Picozzi, voted and carried to authorize Mayor Shannon to sign the grant agreement with Blauer Associates for grant administration services for Phase 2 Critical Sewer Improvements Project.

2023-204

Blauer Associates

A MOTION was made by Trustee Picozzi, seconded by Trustee Kuehn, voted and carried to authorize Mayor Shannon to sign the grant agreement with Delaware Engineering for professional services for Phase 2 Critical Sewer Improvements Project.

2023-205

Del. Engineering

A MOTION was made by Trustee Kuehn, seconded by Deputy Mayor Mead, voted and carried, to resolve the following:

2023-206

Resolution 2023-6

RESOLUTION NO. 2023-6

VILLAGE OF HANCOCK ADA GRIEVANCE PROCEDURE

WHEREAS, the Village of Hancock received Office for Community Renewal Small Cities Grant #506PR123-23 in the amount of \$995,000 for Phase 2 improvements to the Village wastewater treatment plant; and

WHEREAS, the Village of Hancock has taken steps to make its Village Hall and other Village owned facilities compliant with the Americans with Disabilities ACT (ADA), and,

WHEREAS, the NYS Office of Community Renewal also requires that Small cities recipients adopt a Section 504 ADA grievance procedure and from time to time some visitors to the Village Hall may not be satisfied with the Village's efforts to remove mobility barriers.

NOW, THEREFORE BE IT RESOLVED, that the Village board hereby adopts the following grievance procedure:

ADA Grievance Procedure

Step 1

A written grievance should be filed with the Village Clerk's Office and contain the following information:

The name, address, and telephone number of the person filing the grievance.

The name, address and telephone number of the person alleging the ADA violation, if other than the person filing the grievance.

A description of the alleged violation and the remedy sought.

An oral grievance can be filed with the Village Clerk's Office. The oral grievance will be reduced to writing and will be signed by grievant.

Step 2

The grievance will be forwarded to the Village Mayor who will consult with the Village's Engineer to determine if the Village is complying with the ADA Section 504. If the Engineer decides that the complaint is valid, he or she will provide the Village Board with the recommended solution. If the Village is compliant with Section 504 ADA requirements, the grievant will be notified of the findings. The Village Mayor will either respond to or acknowledge the grievance within 20 working days of receipt.

BE IT FURTHER RESOLVED, the Village Clerk's Office shall maintain ADA grievance files for a period of six (6) years.

Upon Roll Call Vote: Mayor Shaun Shannon- yes, Deputy Mayor Jason Mead-yes, Trustee Ricky Kuehn- yes, Trustee Dorothy Picozzi- yes, Trustee Shane Mielke- Absent.

A MOTION was made by Trustee Picozzi, seconded by Trustee Kuehn, voted and carried, to resolve the following:

2023-207

Resolution 2023-7

RESOLUTION NO. 2023-7

Resolution of the Village Board
Village of Hancock

Resolution Designating Mark Blauer as Section 3 Compliance Officer for the Village of Hancock

Whereas, the Village of Hancock received Office for Community Renewal Small Cities Grant #506PR123-23 in the amount of \$995,000 for Phase 2 improvements to the Village wastewater treatment plant; and

Whereas, the Village of Hancock needs to designate a Section 3 Compliance Officer;

Whereas, the Village of Hancock designates Mark Blauer of Blauer Associates as the Section 3 Compliance Officer;

Therefore, be it resolved, that Mark Blauer of Blauer Associates is the Section 3 Compliance Officer for the Village of Hancock.

CERTIFICATION

I hereby certify that the foregoing is a true copy of a resolution adopted by the Village of Hancock, in the County of Delaware, at a meeting thereof held December 11, 2023.

Upon Roll Call Vote: Mayor Shaun Shannon- yes, Deputy Mayor Jason Mead-yes, Trustee Ricky Kuehn- yes, Trustee Dorothy Picozzi- yes, Trustee Shane Mielke- Absent.

A MOTION was made by Trustee Kuehn, seconded by Deputy Mayor Mead, voted and carried, to resolve the following:

2023-208

Resolution 2023-8

RESOLUTION NO. 2023-8

Resolution of the Village Board
Village of Hancock

Resolution Designating Mark Blauer as Labor Standards Officer for the Village of Hancock

Whereas, the Village of Hancock received Office for Community Renewal Small Cities Grant #506PR123-23 in the amount of \$995,000 for Phase 2 improvements to the Village wastewater treatment plant; and

Whereas, the Village of Hancock needs to designate a Labor Standards Officer;

Whereas, the Village of Hancock designates Mark Blauer of Blauer Associates as the Labor Standards Officer;

Therefore, be it resolved, that Mark Blauer of Blauer Associates is the Labor Standards Officer for the Village of Hancock.

CERTIFICATION

I hereby certify that the foregoing is a true copy of a resolution adopted by the Village of Hancock, in the County of Delaware, at a meeting thereof held December 11, 2023.

Upon Roll Call Vote: Mayor Shaun Shannon- yes, Deputy Mayor Jason Mead-yes, Trustee Ricky Kuehn- yes, Trustee Dorothy Picozzi- yes, Trustee Shane Mielke- Absent.

A MOTION was made by Trustee Picozzi, seconded by Deputy Mayor Mead, voted and carried, to resolve the following:

2023-209

Resolution 2023-9

RESOLUTION NO. 2023-8

VILLAGE OF HANCOCK
RESOLUTION # 2023-9

Identifying Small Cities Fair Housing Compliance Officer

Whereas, the Village of Hancock received Office for Community Renewal Small Cities Grant #506PR123-23 in the amount of \$995,000 for Phase 2 improvements to the Village wastewater treatment plant; and

Whereas, the Village of Hancock must make efforts to affirmatively further fair housing; and

Whereas, the Village of Hancock has reviewed various actions that would be acceptable to the Office for Community Renewal and the U.S. Department of Housing and Urban Development; and

Whereas, the Village of Hancock has made assurances in the grant agreement that;

1. It will comply with the Housing and Community Development Act of 1974, as amended, and regulations issues thereto; and
2. It will comply with the Civil Rights Act of 1964, and the regulations issued thereto it; and
3. It will comply with the Fair Housing Act of 1968 and will affirmatively further fair housing; and
4. It will comply with the Age Discrimination Act of 1975 and with the Rehabilitation Act of 1973.

Now, Therefore, Be It Resolved that the Village Clerk shall be designated as the Small Cities Program Fair Housing Compliance Officer for the Village of Hancock; and

Be It Further Resolved, that the Compliance Officer shall provide fair housing and equal opportunity referral service to persons requesting such assistance from the Village of Hancock

CERTIFICATION

I hereby certify that the foregoing is a true copy of a resolution adopted by the Village of Hancock, in the County of Delaware, at a meeting thereof held December 11, 2023.

Upon Roll Call Vote: Mayor Shaun Shannon- yes, Deputy Mayor Jason Mead-yes, Trustee Ricky Kuehn- yes, Trustee Dorothy Picozzi- yes, Trustee Shane Mielke- Absent.

A MOTION was made by Trustee Kuehn, seconded by Deputy Mayor Mead, voted and carried to issue notices in the Hancock Herald for the ADA Grievance and Fair Housing. *2023-210
Notices*

A MOTION was made by Trustee Kuehn, seconded by Deputy Mayor Mead, voted and carried to accept the quoted present from KJBL Electronics for \$1,477.20 to replace and upgrade the Radio system in the Police Station and Clerks Office. *2023-211
KJBL Quote*

A MOTION was made by Trustee Kuehn, seconded by Trustee Picozzi, voted and carried to move the January 8, 2024 regular meeting to Monday January 15, 2024 and move the February 12, 2024 regular meeting to Monday February 19, 2024. *2023-212
Meeting Dates*

A MOTION was made by Trustee Picozzi, seconded by Trustee Kuehn, voted and carried at 7:20 P.M. to enter into executive session to discuss: *2023- 213
Executive Session*

- **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 meeting was reconvened at 8:06 P.M. with no action taken.

A MOTION was made by Deputy Mayor Mead, seconded by Trustee Picozzi, voted and carried to accept the settlement with 1947 Town House LLC regarding their assessment. *2023-214
Assess. Settlement*

A MOTION was made by Trustee Kuehn, seconded by Deputy Mayor Mead, voted and carried to return the \$12,000 donation for the K-9 Equipment Install in the Police car back to the Friends of the Hancock NY K-9 Police, Inc.

*2023-215
Return Donation
to K-9 Program*

A MOTION was made by Trustee Kuehn, seconded by Deputy Mayor Mead, voted and carried to purchase LandAirSea Sync GPS Tracker from Amazon for select Village Vehicles.

*2023-216
GPS Tracker*

A MOTION was made by Trustee Kuehn, seconded by Deputy Mayor Mead, voted and carried to give the Village employees a half day off on Friday December 22, 2023 for the Holiday.

*2023-217
½ Day Off*

The meeting was adjourned at 8:09 P.M.

Respectfully Submitted by:

Demi Shannon, Deputy Clerk/Treasurer