

DEPARTMENTAL MEETING OF THE HANCOCK VILLAGE BOARD,  
MONDAY FEBRUARY 22, 2021 9:00 A.M., HANCOCK VILLAGE HALL,  
85 EAST FRONT STREET, HANCOCK, NEW YORK

The Departmental Meeting was called to order at 9:00 A.M. by Mayor McGrath. Roll call was taken by Deputy Clerk/Treasurer Shannon.

Present: Mayor Carolann McGrath  
Deputy Mayor Shaun Shannon  
Trustee Charlene Caramore  
Trustee Dawn Gotthardt  
Trustee Dorothy Picozzi

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

**A MOTION** was made by Trustee Gotthardt, seconded by Trustee Caramore, voted and carried to approve the January 25, 2021 departmental minutes. *2021-23  
Minutes Approval*

**A MOTION** was made by Deputy Mayor Shannon, seconded by Trustee Picozzi, voted and carried to approve the February 15, 2021 departmental minutes. *2021-24  
Minutes Approval*

**A MOTION** was made by Trustee Gotthardt, seconded by Deputy Mayor Shannon, voted and carried to approve the Abstract of Vouchers in the amount of \$10,898.56. *2021-25  
Abstract of Vouchers*

Departmental reports were reviewed.

Code Enforcement Officer Peter Hathaway reported that he sent a letter to 660 East Front Street. They began to clean up the property at that location. They are looking to get a restoration permit. There is no set fee for the restoration permit. He reported that he was called to the apartments at Bear Mountain Drive for a water leak. He stated that he attended code class.

Waste Water Treatment Plant Chief Operator Bernard Wormuth reported that the pumps were installed and running. He is doing normal maintenance and daily operations. He is working with Bill Brown on the Sewer Grants.

Police Sergeant Dan Petersen reported that January was slow which is normal for this time of year. The new officer has started working and is doing well. A concern was brought up about Hancock Housing Apartments. Dan stated he will increase the amount of walk throughs.

Fire Chief Thomas Rosengrant was not present and no report was presented.

Department of Public Works Superintendent Matt Loftus reported that they are doing normal maintenance. They worked on a water main break on Pump House Road. They have been busy with snow removal and clean up. He stated that they are running low of salt and he will need to order more.

**A MOTION** was made by Trustee Gotthardt, seconded by Deputy Mayor Shannon voted and carried to accept the Departmental reports.

2021-26

*Departmental Reports*

Bill Brown reported that they opened the five bids that the Village received on Thursday for Contract No. VHI-G-21. Delaware Engineering recommended that the Village accepts the bid from Vacri Construction Company with the base bid contract price of \$377,000. Vacri Construction Co. had a bid alternate pricing of \$32,000 for Sludge Drying Beds Media Replacement and \$97,000 for Sludge Drying Beds Roof Replacement. The base bid and alternate big total is \$506,000. This Bid is covered under the Sewer Improvement Grant.

**A MOTION** was made by Deputy Mayor Shannon, seconded by Trustee Caramore. voted and carried to accept the Vacri Construction Co. base bid and alternate bid totaling \$506,000 recommended by Delaware Engineering.

2021-27

*Vacri Bid for Sewer Grant*

**A MOTION** was made by Deputy Mayor Shannon, seconded by Trustee Gotthardt, voted and carried at 9:24 A.M. to enter into executive session to discuss:

2021-28

*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 10:53 A.M. with no action taken.

**A MOTION** was made by Deputy Mayor Shannon, seconded by Trustee Gotthardt voted and carried to set the fee of \$30 for a Restoration Permit.

2021-29

*Restoration Permit*

**A MOTION** was made by Trustee Gotthardt, seconded by Trustee Picozzi voted and carried to accept and pay \$783.26 for the Annual Preventative agreement with Power Generation & Industrial Engines for the Fire Department Generator.

2021-30

*Generator Maintenance*

**A MOTION** was made by Deputy Mayor Shannon, seconded by Trustee Gotthardt voted and carried to change Sergeant D. Petersen rate of pay to \$24.25 per hour with a stipend of \$100.00 biweekly for a total of \$2600.00 yearly for the 2021-2022 fiscal year starting June 2021.

*2021-31*

*D. Petersen Pay*

**A MOTION** was made by Trustee Picozzi, seconded by Trustee Caramore, voted and carried to accept and authorize Mayor McGrath to sign the Public Health Emergency Operation Plan for the Village of Hancock.

*2021-32*

*Health Emergency Plan*

**A MOTION** was made by Trustee Caramore, seconded by Deputy Mayor Shannon voted and carried to give M. Dufton a \$0.50 per hour raise for each of the three classes completed for sewer and another \$0.50 for the sewer license totaling \$2.00.

*2021-33*

*M. Dufton Raises*

The Mayor and the Board reviewed and worked on the 2021-2022 Budget in a Budget Workshop.

The meeting was adjourned at 11:25 A.M.

Respectfully Submitted by:

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Demi Shannon, Deputy Clerk/Treasurer