

MINUTES
For
Village of Dryden
Board of Trustees Meeting
Held on Thursday, August 16, 2018

MAYOR:	Michael Murphy
TRUSTEES PRESENT:	Deputy Mayor Tom Sinclair, Trustees, Debbie Fisher (arrived at 7:20pm) & Jason Dickinson.
ABSENT:	Dan Wakeman
SUPERVISORS PRESENT:	Paul Sabin, DPW Superintendent/ Josh Tagliavento, Police Sargent.
DEPUTY CLERK/TREASURER	Rotha Marsh, also recording Secretary
ATTORNEY PRESENT:	William Troy
GUESTS PRESENT:	Ken Schribble, Camden Group Rich DeGuida, MRB Group Peg Engasser- Lime Bikes (Hector) Al Kryger – The Next Best Place Subdivision

Mayor Michael Murphy opened the Board meeting at 7:05 p.m. The Pledge of Allegiance was recited.

Privilege of the Floor was opened at 7:07p.m.

Al Kryger on the Next Best Place Subdivision:

Mr. Kryger came to the Board to explain that his proposed PDA is not changing but due to financial reasons the owners of the project have decided to subdivide the property. The first parcel has already been purchased; they have first option to buy the second parcel in 1 year. When questioned about the possibility of the property owner backing out, Mr. Kryger explained that the development on the first parcel could stand alone. Mr. Kryger will provide the documentation on the option to buy to the Village Attorney William Troy III, for review.

Lime Bikes:

Peg Engasser and Hector Chang from WalkBike Tompkins gave a short presentation to the Board explaining how the Lime bikes would work and how they could benefit the Village. After a brief question and answer period the Board unanimously approved moving forward.

On a motion by Trustee Sinclair and seconded by Fisher, the following was passed. Murphy- Aye, Sinclair-Aye, Fisher- Aye, Dickinson– Aye

RESOLUTION No. 8-13- 2018
Lime Bikes

Resolved, that the Board of Trustees of the Village of Dryden hereby approves the agreement between Neutron Holdings, Inc. DBA Lime and the Village of Dryden and authorizes the Mayor to sign the agreement.

WWTP Report- Camden Group:

Ken Schribble reports that the sewage flows are at 380,000 gallons which is good. He has 4 flow meters which he starts installing on Monday August 20th. There was a power glitch with the generator that upset the PLC (Program Logic Controller) computer. The system can't run without it. They spent 4 days getting it fixed enough to run the blowers. This could have been disastrous during the wet season. He recommends the Board purchase a spare and asked Rich Deguida to obtain pricing. He estimates it to run between \$4000.00 and \$6000.00. Mr Schribble has received one estimate thus far for the air conditioner, \$12,000.00. He is waiting on several other quotes for this and for the big pump as well. He expects to have all this information for the September Board meeting.

Privilege of the Floor was closed at 7:43 p.m.

ITEMS FOR BOARD ACTION:

MOU for events at Watkins Glen:

Sgt. Josh Tagliavento explained the proposed MOU for events at Watkins Glen would have no financial impact on the Village but would be a tremendous opportunity for our Officers.

On a motion by Trustee Sinclair and seconded by Fisher, the following was passed. Murphy-Aye, Sinclair-Aye, Fisher- Aye, Dickinson– Aye

RESOLUTION No. 8-14- 2018
MOU on events at Watkins Glen

Resolved, that the Board of Trustees of the Village of Dryden hereby approves the MOU for events at Watkins Glen and Authorizes the Mayor to sign the one year agreement.

Dryden Police Department Monthly Report:

Sgt. Tagliavento reported as of July first there have been 187 traffic stops, 87 uniform traffic tickets given. Last year there were 33. There have been 1804 calls for service averaging 257 a

month. He reports that the department is applying for a grant to obtain a new scanner/computer that would do in house finger prints and 12,000 palm prints. A discussion regarding purchasing a 25ft flag pole was discussed. More information is needed cost, sectional vs one piece, shipping and handling and where in the budget this should go. This will be discussed further at the next meeting.

Trustee Sinclair made the motion to move to Executive Session:

On a motion by Trustee Sinclair and seconded by Fisher, the following was passed. Murphy-Aye, Sinclair-Aye, Fisher- Aye, Dickinson– Aye

RESOLUTION No. 8-15- 2018
Executive Session

Resolved, that the Board of Trustees of the Village of Dryden hereby adjourns the meeting to Executive Session to discuss possible litigation at 8:10 p.m., to re-convene.

The Board re-convened at 9:10pm.

ITEMS FOR BOARD ACTION:

Water Project Update-MRB Group:

Rich Deguida reports that the Tompkins County Health Dept. needs to be notified that the water project will be delayed on completion of the Ferguson Road Tank Project. He wants permission to send them a letter stating this.

On a motion by Trustee Sinclair and seconded by Fisher, the following was passed. Murphy-Aye, Sinclair-Aye, Fisher- Aye, Dickinson– Aye

RESOLUTION No. 8-16- 2018
Tompkins County Health Dept. letter

Resolved, that the Board of Trustees of the Village of Dryden hereby authorizes Rich Deguida from MRB Group to send a letter notifying Tompkins county Health Dept. that the Ferguson Road Tank project completion will be delayed.

Mr. Deguida also notes that the Electric coordinator will also need an extension to complete his work on the Ferguson Road Tank Project.

On a motion by Trustee Fisher and seconded by Sinclair, the following was passed. Murphy-Aye, Sinclair-Aye, Fisher- Aye, Dickinson– Aye

RESOLUTION No. 8-17- 2018
Electric Coordinator extension

Resolved, that the Board of Trustees of the Village of Dryden hereby authorizes J & E Electric, Inc. an extension to complete his work on the Ferguson Road Tank Project.

Due to time restraints a special Board meeting to discuss the Water Project is scheduled for August 30, at 5:00 p.m.

Discuss Ariana Kim Water bill:

As a follow up to a letter received from Ariana Kim who resides at 21 Goodrich(in May 2018) the Board review her water usage and determined that as a result from a misunderstanding, Ms. Kim ran all water sources for three hours to clear the brown water coming into her home. Her usage revealed that because of this, Ms. Kim's bill was \$502.39 over the average that she has ever used. She has asked for relief in this amount.

On a motion by Trustee Fisher and seconded by Dickinson, the following was passed. Murphy-Aye, Sinclair-Aye, Fisher- Aye, Dickinson– Aye

RESOLUTION No. 8-18- 2018
Adriana Kim water bill relief

Resolved, that the Board of Trustees of the Village of Dryden hereby approves reimbursing \$502.39 of Ariana Kim's Water/Sewer bill due to her being told to run all of her faucets until the water clears.

Montgomery Park Gazebo repairs:

Paul reports he has left a message with Bruno Schnickle and would like to contact others. The Board agreed this would be appropriate and discussed the possibility of having to pay for their estimates.

On a motion by Trustee Fisher and seconded by Sinclair, the following was passed. Murphy-Aye, Sinclair-Aye, Fisher- Aye, Dickinson– Aye

RESOLUTION No. 8-19- 2018
Montgomery Park Gazebo Repairs

Resolved, that the Board of Trustees of the Village of Dryden hereby authorizes Paul Sabin to get a qualified person to give the Village a written report on the structural integrity and needed repairs of the Montgomery Park gazebo, not to exceed \$600.00

Montgomery Park Request Use Form:

The Board unanimously approved the Montgomery Park Registration form with just a few modifications, no age limit, and alcohol policy not on the form.

On a motion by Trustee Sinclair and seconded by Dickinson, the following was passed. Murphy-Aye, Sinclair-Aye, Fisher- Aye, Dickinson– Aye

RESOLUTION No. 8-20 2018
Montgomery Park Registration Form

Resolved, that the Board of Trustees of the Village of Dryden hereby approves the Request use form drafted by Deb Fisher for Montgomery.

Discuss and possibly approve policy on Social Media for the Village/ Facebook:

Village of Dryden Social Media Policy

Draft July 2, 2018

Purpose: Social media are important tools for informing and engaging citizens about their Village government. Social media platforms such as Facebook, YouTube and Twitter provide Village officials with the ability to quickly push information to the public while also giving Village residents opportunities to comment and share their concerns.

This policy establishes how the Village will develop and manage its social media presence to ensure that its positive elements are maximized while minimizing risks to the public and Village employees.

- A. Establishment of Social Media Accounts. No official Village social media account is authorized without a specific resolution by the Board of Trustees. All official social media accounts will conform to this policy in its entirety.

- a. The Board of Trustees will maintain a list of all social media accounts and account profiles in official use by the Village, and the names of all employee users of these accounts including all active usernames and passwords.

B. Social Media Posts are Public Records.

- a. All posts, images, video and sound media, including comments to official village posts by members of the public, are public records and must be preserved in accordance with applicable State of New York laws.
- b. All official social media accounts will prominently display the following texts: ***“Posts and comments to and from village social media accounts, including those removed for violation of the Village’s social media rules of conduct are retained public records and may be disclosed to third parties.”***
- c. Social media posts and comments will be retained in accordance with guidelines from the New York State Archives.
- d. Public comments received on social media that comment upon a forthcoming public hearing will be added to the formal record of that hearing. Online comments may continue to be posted after that time however.

C. Employee Access.

- a. Only designated administrators of Village social media accounts will post content on behalf of the Village or Department. Employees and Village officials who are not designated administrators are prohibited from posting or commenting on official Village social media sites.
- b. Employees are permitted to post and comment on professional networks and social media sites, using the official village account, to give or receive information related to their official duties.

D. Acceptable Use.

- a. The use of Village owned computers and devices for personal social media access is discouraged. Employees should understand that public records laws may bring their use to the attention of the public and third parties. Social media use by employees that violates the Village’s code of conduct is expressly prohibited and may result in disciplinary action.

E. Guidelines for Posting Material.

- a. Respect for, and protection of, residents is vital. No images or recordings of children or other vulnerable populations defined as those who cannot give informed consent, will be published in Village social media. Personal identifying information such as addresses and telephone numbers will not be published without the specific permission of the resident.
- b. Village social media administrators will make every effort to be factual and accurate in their interactions.
- c. Village officials will be transparent and open in their use of the Village's social media accounts.
- d. Information will not be posted that is for individual benefit nor will endorsements of people or products be made on Village social media. Support for public events is exempted from this restriction.
- e. The Village social media administrators will provide links to credible sources of information whenever possible.
- f. The Village social media administrators will publicly correct any errors they publish. Commenters are responsible for their own errors.
- g. All official postings will be carefully edited to ensure that the Village's social media presence is professional in appearance and presentation.

F. Village Social Media Account Administrators. The administrator(s) of each village social media account are responsible for their published content.

- a. For the Village Facebook page, administrators are the Mayor and their designee, and the Village Clerk/Treasurer and their designee.
- b. For the Police Department Facebook page, administrators are the Chief of Police and their designee.

G. Security.

- a. Social media account administrators will utilize complex passwords and protect them.
- b. The Village IT consultant will provide training on security needs for all new social media administrators.

H. Rules of Conduct. Users and visitors to social media sites shall be *notified that the intended purpose of the site is to serve as a mechanism for communication between Village departments and members of the public*. See the "prominently displayed" text in section B.b. Village of Dryden social

media site articles and comments containing any of the following forms of content shall not be allowed:

- a. Comments not topically related to the particular social medium article being commented upon
- b. Comments in support of or opposition to political campaigns or ballot measures
- c. Profane language or content
- d. Content that promotes fosters or perpetuates discrimination on the basis of race creed color age religion gender marital status with regard to public assistance national origin physical or mental disability or sexual orientation
- e. Sexual content or links to sexual content
- f. Solicitations of commerce
- g. Conduct or encouragement of illegal activity
- h. Information that may tend to compromise the safety or security of the public or public systems
- i. Content that violates a legal ownership interest of any other party

These guidelines must be displayed to users or made available by hyperlink. Any content removed based on these guidelines must be retained including the time date and identity of the poster when available.

(Source: City of Seattle, Washington).

I. Resources.

- a. Andrews, C. The government's guide to using Facebook. GovLoop. www.govloop.com
- b. Hrdinova, J. Helbig, N. and Stollar Peters, C. (2010). Designing social media policy for government: Eight essential elements. Center for Technology in Government. University at Albany, SUNY.

On a motion by Trustee Sinclair and seconded by Fisher, the following was passed. Murphy-Aye, Sinclair-Aye, Fisher- Aye, Dickinson– Aye

RESOLUTION No. 8-21- 2018
Social Media Policy

Resolved, that the Board of Trustees of the Village of Dryden hereby approves the Social Media Policy for the Village of Dryden

Discuss and possibly approve change to Senior Exemptions Income Level:

On a motion by Trustee Fisher and seconded by Sinclair, the following was passed. Murphy-Aye, Sinclair-Aye, Fisher- Aye, Dickinson– Aye

RESOLUTION No. 8-22 2018
Senior Exemptions

Resolved, that the Board of Trustees of the Village of Dryden hereby approves raising the Senior Exemption from \$20,700.00 to \$36,400.00

Minutes from July 19th, 2018:

On a motion by Trustee Sinclair and seconded by Dickinson, the following was passed. Murphy-Aye, Sinclair-Aye, Fisher- Aye, Dickinson– Aye

RESOLUTION No. 8-23 2018
July 19th, 2018 Minutes

Resolved, that the Board of Trustees of the Village of Dryden hereby approves the Board of Trustees minutes from the July 19th, 2018 meeting.

Abstract:

On a motion by Trustee Sinclair and seconded by Fisher, the following was passed. Murphy-Aye, Sinclair-Aye, Fisher- Aye, Dickinson– Aye

RESOLUTION No. 8-24 2018
Abstract

Resolved, that the Board of Trustees of the Village of Dryden hereby approves the abstract dated August 16, 2018 and authorizes the Mayor to sign it

Hiring Kevin Ezell as temporary Project Assistant:

On a motion by Trustee Dickinson and seconded by Fisher, the following was passed. Murphy-Aye, Sinclair-Aye, Fisher- Aye, Dickinson– Aye

RESOLUTION No. 8-25 2018
Temporarily hiring of Kevin Ezell

Resolved, that the Board of Trustees of the Village of Dryden hereby approves hiring Kevin Ezell as Temporary Project Assistant at \$20.00 per hr. and not to exceed \$1000.00.

DISCUSSION ITEMS:

Horses in the Village:

A letter received from Jessica Lewis was brought before the Board. Her family is interested in purchasing property near the edge of the Village which has 7.85 acres and they want to bring their two horses. The Board discussed the possibility and decided that Deb Fisher would contact the SPCA to see how much land one should have for livestock. From there the Board will decide if amending or changing the law would be prudent.

Discussion on Flood Control:

Mayor Murphy reported that Trustee Wakeman has been in contact with Adam Potter at TC3 so this discussion will be tabled till the next Board meeting when he is present.

MONTHLY REPORTS/PROJECT UPDATES

1. DPBA Union Contract-

Mayor reports they are still discussing, nothing to report at this time.

2. Lease Agreement for Municipal Parking Lot-

Mayor Murphy and Trustee Sinclair met with officials from The First National Bank in Dryden. They are not agreeable to waiting till next year to pave. If need be they will pave just behind the bank. Mayor Murphy reported that even though the Village did not budget for paving there is money to proceed this year. After much discussion on how to

proceed with the lease and the parking lot it was agreed that the Village should continue with the Lease as is.

3. Discuss hiring an IT person for the Police Dept. who could get cameras working in the park and fountain.

Trustee Wakeman will be looking at the cameras in Montgomery Park. Trustee Sinclair proposed having Dave Stathis conduct an IT Audit done of all Village programs running on the Village's server, the Village's computers, and web- and cloud-based applications that are used for Village and departmental business. The Board was in agreement so Tom will Schedule this with Dave Stathis.

ADJOURN

On a motion by Trustee Sinclair and seconded by Dickinson, the following was passed. Murphy-Aye, Sinclair-Aye, Fisher- Aye, Dickinson– Aye

RESOLUTION No. 8-26 2018

Adjourn

Resolved, that the Board of Trustees of the Village of Dryden hereby adjourns at 10:41p.m. not to reconvene.