

REGULAR MEETING FEBRUARY 15, 2021

Mayor: Linda Jackson	Present X	Absent
Trustees: Eileen Konecny, R. Ted Warner, Patrick Dorner & Nick Burlingame		
Trustees Absent: None		
Village Manager: Anthony Bates	Present X	Absent
Attorney for the Village: Robert McKertich	Present X	Absent

ORDER OF BUSINESS:

1. Pledge of Allegiance- Moment of Silence

2. Fire and ADA Compliance

3. Mayor's- Comments

CEPTED meetings are still working on legalities of lockdowns and condemning buildings. Police reform. We have spent any months discussing this in a remarkably diverse group. Soon we will be bringing our findings to the public, before sending it to the governor. We are lucky we have such an enlightened police chief who was already implementing many new strategies for working with the community before this was mandatory.

I attended the Light commission. Car charging units are now being used more. We have an app on the internet for our charging unit location. We will be investigating new billing software. I am incredibly happy to welcome volunteers from Endicott Proud to help me with my Mayor advisory committee. Their suggestions and ideas for progress are very welcome. I was honored to give a speech at the Endicott Rotary Club meeting. We found we have a lot in common and have some projects we will be working on together. Attended a Clean energy webinar. The grants we are applying for can be used for a variety of projects we choose. NYSERDA does not need to approve them as long as they are within the parameters. Was involved with a daylong NYCOM legislative meeting. NYCOM is pursuing the money the State owes our Municipalities. We hope to recoup the 20% of AIM funding the state cut from us. She promised she would never come to take money away. The main consistent message is that NYCOM is working extremely hard to help the local Municipalities.

Contacted Housing Visions about their affordable housing project at the former HBE school site. I asked them to contact the owners of the former Endicott Inn site.

Without Huron, and no large businesses in Endicott providing jobs, the consequences will be that our taxes will soar and property values will plummet.

4. Trustee- Comments

Trustee Konecny- Attended the Retirement Ceremony to the 3 EPD Officers. She stated that the Porch Fest Event in May is on pause for now and also attended the party held for Cheryl Chapman at the Visitor's Center.

Trustee Burlingame Attended the Retirement Ceremony for the 3 EPD Officers and thanked them for their service to the Village. He attended the refuse meeting along with residents and met with the County Executive and felt it was very informative

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Trustee Dorner- spoke of the presentation for Skye View Phase II that will be held later. He has a meeting tomorrow with the County executive.

Trustee Warner- thanked the 3 Officers for their service as well

5. Village Manager –Report

He stated he has started our budget process and all dept heads have received their budget estimate worksheets which they should be working on now. Attended the Refuse Commission meeting. Working on the Washington Ave. Committee. He will be attending the CDBG meeting scheduled for tomorrow which will provide him with an update of projects that have been halted due to the pandemic. Attended a NYCOM webinar last week, very informative and provides updates throughout the State. He stated that part of the Greater Binghamton Fund, there is an allocation for mosaic and murals in the idistrict and we put out an open application last year, (3) applicants were selected. They will be placed in (3) businesses buildings in the Northside/Little Italy section.

6. Village Attorney –Report- None

7. Public Hearing(s)- (3) Minute Limit

a. Public Comment re: LL#02-2021- Governing Board Meeting Procedures

Jackie Sammon- question the prior wording in the Meeting Procedures

As no one else wished to speak, a motion to close the Public Hearing was made by Trustee Warner and seconded by Trustee Dorner

Roll Call

Mayor Jackson- Abstain Konecny-Yes Dorner-Yes

Warner-Yes Burlingame-Yes

SkyeView Presentation Phase II by Sarah Campbell, Attorney with Hinman, Howard & Kattell who is representing Rocky DiFrancisco together with their development team at Delta Engineering.

Presentation re: an age restricted project located off Skye Island Dr. a 120 senior housing unit.

8. Approval of Minutes

a. VOE 1/4/2021

A motion to approve the corrected VOE meeting minutes was made by Trustee Konecny and seconded by Trustee Burlingame

Roll Call

Mayor Jackson- Abstain Konecny-Yes Dorner-Yes

Warner-Yes Burlingame-Yes

9. Communications for Filing

a. Town of Union Meeting 1/20/2021 & Agenda 2/3/2021

b. Charter Communications Notice 1/29/21 & 2/12/21

c. Notice from the Town of Union Department of Planning

d. Notice from the Broome County Real property re: taxes on foreclosed properties

e. 239 Review Submission Form re: 701 Oak Hill Ave

f. Building Standards & Codes Annual Report

g. GASB-75 Valuation for the Village of Endicott

h. Email to Mayor from Housing Visions

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14. Resolutions/ Local Law(s)

a. R# 08-2021- Establishing a Fee Schedule-Zoning Code Chapter

A motion to approve the fee schedule-zoning board chapter was made by Trustee Burlingame and seconded by Trustee Konecny

Roll Call

Mayor Jackson- Abstain	Konecny-Yes	Dorner-Yes
Warner-Yes	Burlingame-Yes	

b. R#09-2021- Resolution approving the Local Law Governing Board Meeting Procedures

A motion to approve was made by Trustee Konecny and seconded by Trustee Burlingame

Roll Call

Mayor Jackson- Abstain	Konecny-Yes	Dorner-Yes
Warner-Yes	Burlingame-Yes	

c. R#10 -2021- Resolution and SEQR regarding the demolition of 108 Roosevelt Ave.

A motion to declare a negative declaration under SEQR for 108 Roosevelt Ave was made by Trustee Konecny and seconded by Trustee Burlingame

Roll Call

Mayor Jackson- Abstain	Konecny-Yes	Dorner-Yes
Warner-Yes	Burlingame-Yes	

d. R#11-2021 A motion to approve the Resolution authorizing the funding for the demolition of the structure at 108 Roosevelt Ave was made by Trustee Konecny and seconded by Trustee Burlingame

Roll Call

Mayor Jackson- Abstain	Konecny-Yes	Dorner-Yes
Warner-Yes	Burlingame-Yes	

e. R#12-2021- Resolution appointing members to the Washington Avenue Revitalization Commission

A motion to approve the appointment of members was made by Trustee Warner and seconded by Trustee Burlingame

Roll Call

Mayor Jackson- Abstain	Konecny-Yes	Dorner-Yes
Warner-Yes	Burlingame-Yes	

15. Unfinished Business- None

16. New Business

a. Upgraded Agenda format

A motion to approve was made by Trustee Burlingame and seconded by Trustee Dorner

Roll Call

Mayor Jackson- Abstain	Konecny-Yes	Dorner-Yes
Warner-Yes	Burlingame-Yes	

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REGULAR MEETING MONDAY, JANUARY 1, 2021

Trustees Present R. Ted Warner, Patrick Dorner, Nicholas Burlingame, Eileen Konecny
Trustees Absent:
Mayor Linda Jackson Present Absent
Village Manager: Anthony Bates Present Absent
Village Attorney: Robert McKertich Present Absent

AGENDA

1. *Pledge of Allegiance / Moment of Silence*
2. *Fire and ADA Compliance Announcement*
3. *Mayor 1st Comments*
4. *Trustees 1st Comments*
5. *Village Manager Report*
6. *Village Attorney Report*
7. *Public Hearings*
 - A.
8. *Approval of Minutes*
 - A.
 - B.
9. *Communications for Filing*
 - A.
 - B.
10. *Communications for Action*
 - A.
 - B.
11. *Bid(s)*
 - A.
 - B.

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12. *Accounts Payable for Action*

13. *1st Hearing of Visitors*

14. *Resolutions / Local Laws*

- A.
- B.

15. *Unfinished Business*

- A.
- B.

16. *New Business*

- A.
- B.

17. *2nd Hearing of Visitors*

18. *Mayor 2nd Comments*

19. *Trustees 2nd Comments*

20. *Executive Session*

21. *Adjournment Motion: _____ 2nd: _____ Roll Call vote
Meeting adjourned at _____ : _____ PM.*

(end of insert)

b. Upgraded Meeting Procedures

A motion to approve the upgraded meeting procedures was made by Trustee Warner and seconded by Trustee Dorner

Roll Call

Mayor Jackson- Abstain Konecny-Yes Dorner-Yes
Warner-Yes Burlingame-Yes

VILLAGE OF ENDICOTT, NY

BOARD OF TRUSTEES MEETING PROCEDURES

By majority vote, the Village of Endicott Board of Trustees may approve these Meeting Procedures which shall become effective immediately. All prior Meeting Procedures, including, but not limited to, those approved on January 4, 2021 shall be immediately rescinded. This action shall not necessitate a local law to be valid.

By majority vote, the Village of Endicott Board of Trustees may make changes to these Meeting Procedures at any time which shall be effective immediately unless otherwise stated. This action shall not necessitate a local law to be valid.

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These Meeting Procedures shall be placed on the Village website and labeled "Meeting Procedures" within three (3) business days after Board approval and shall remain permanently and conspicuously on the site (by one click maximum) at the beginning of its "Board Meetings" page. They shall be updated on the website within three (3) business days after any future change(s) are approved by the Board.

DEFINITIONS

Board: *'Board' refers to the Endicott, NY Board of Trustees consisting collectively of four Trustees and the mayor.*

Executive Session: *An 'executive session' is the portion of a Board meeting that is not open to the general public.*

Meeting: *A 'meeting' is defined in the Open Meetings Law as the official convening of a public body for the purpose of conducting public business, including the use of video and/or telephone conferencing for attendance and participation by Board members and the general public.*

Minutes: *'Minutes' are the official written notes that record the happenings during a meeting. They may be taken during a meeting or from a recording after the meeting. NYS Public Officers Law #106 outlines the minimum requirements of the information that must be included in any minutes.*

Motion: *A motion is a procedure whereby a Board member makes a verbal or written official proposal to the Board for their vote for approval or denial. Once seconded, the Board shall make their decision by a roll call vote.*

Noticing of Meetings: *NYS Public Officers Law #104 states the laws for noticing the public about public meetings.*

Open Meeting Requirement: *Every meeting of a public body must be open to the general public by in-person attendance and/or by audio/video conferencing. Public bodies must make reasonable efforts to ensure that meetings are held in facilities that can accommodate the anticipated crowd size and that permit barrier-free physical access for the physically handicapped as defined in Public Building's Law #50.*

Presiding Officer: *Pursuant to NYS Village Law #4-400 & and #4-412, the Village mayor presides at meetings of the Board of Trustees. If the mayor is absent, the deputy mayor presides at the Board meeting. If the mayor and deputy mayor are both absent, the Trustees shall appoint one of their number to act as Presiding Officer for that meeting.*

Public body: *A 'public body' is defined in NYS Law as any entity for which a quorum is required in order to conduct public business and which consists of two or more members performing a*

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governmental function for the State or for an agency or department thereof or for a public corporation as defined in General Construction Law #66 or a committee or subcommittee or other similar body of such public body.

Quorum: A 'quorum' is defined as a majority of the total authorized membership of the public body, regardless of any vacancies and absences. On a five member Board of Trustees, three members constitute a quorum. Pursuant to General Construction Law #41, a quorum of a public body must be present to conduct business. For any action to pass, a majority of the total authorized membership of the body, regardless of vacancies and absences, must vote in favor of a given action or proposal regardless of how many members of the public body are present at the meeting. If only three members of a five-member Board are present, all three must vote 'YES' to pass any action.

Resolution A resolution is a motion that is presented in writing because of its importance or because it is long and having it in writing may make it easier for discussion and easier for distribution to others.

BOARD MEETING PROCEDURES

1. AGENDA: By majority vote, the Board of Trustees may adopt an Agenda format that shall be used for conducting each Board of Trustees meeting. By majority vote, the Board may make changes to the adopted Agenda format at any time which shall be effective immediately. The Agenda lists the sequence for the 'order of business' of the events of the meeting. The mayor, the Trustees, and the Village Manager may place items onto an Agenda by submitting them to the Village Clerk by 2:00 P.M. on the Friday before a Monday Board meeting or three days before a Board meeting scheduled on any other day. No items may be added to the Agenda after the 2:00 PM deadline. If an item is not submitted by the 2:00 PM deadline it must wait for the next Board meeting. After the 2:00 PM deadline, an item(s) may only be added to the Agenda by a majority vote of the Board during the Board meeting which shall be effective immediately.

Inserting items submitted by the Trustees, the mayor, or the Village Manager onto the Agenda is the sole responsibility of the Village Clerk. The Village Clerk shall complete the following between 2:00 PM and 5:00 PM on the Friday before a Monday Board meeting or three days before a Board meeting scheduled on any other day: 1.) the Agenda shall be prepared and sent by email to each Board member and the Village Manager and Village Attorney. Once emailed, including its time & date stamp, it shall be considered the FINAL Agenda and it may only be changed by a majority vote of the Board during the Board meeting. 2) Hard copies shall be placed in the mailbox of each Board member and the Village Manager; 3.) the Final Agenda shall be added to the village website. Only those items listed on the Agenda may be discussed at the Board meeting except an item(s) approved during the Board meeting by a majority vote of the Board.

2. QUORUM: A quorum for a five-member Board of Trustees is three members. A quorum of the Board of Trustees must be present to open a Regular or Special meeting, to conduct business, or to take a vote.

3. WORK SESSIONS Work Sessions are unofficial Board of Trustees meetings to informally discuss any local issues. Often they may be held immediately prior to a regular Board meeting. Work

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Sessions shall be open to the public but the public is not allowed to speak unless otherwise approved by a majority vote of the Board that is effective immediately. Official Village business or votes may not be conducted. Minutes are not required.

4. REGULAR MEETINGS: *Regular meetings of the Endicott Board of Trustees shall start at 6:00 PM on the first and third Mondays of each month during the year. Work Sessions will start immediately prior at 5:15 PM. By majority vote, the Board may change the meeting dates and times which shall be effective immediately unless otherwise stated and shall not necessitate enacting a local law to be valid.*

5. SPECIAL MEETINGS: *Special Meetings of the Board of Trustees may be called by any two Trustees or the mayor by causing a written notice, specifying the time and place thereof, to be served upon each member of the Board personally at least one hour before the meeting, or by leaving a notice at their residence or place of business with some person of suitable age and discretion at least eighteen (18) hours before the meeting, or by mailing such notice to their home address at least seventy-two (72) hours before the meeting. Notice made verbally during a Board of Trustees meeting at least one hour before the Special Meeting is valid notice for all Board members present in person at the Board meeting or through audio/video conferencing. For those not present when a verbal notice is given, an email sent to their personal and/or Village email address at least one hour before the Special Meeting shall be valid notice.*

6. EXECUTIVE SESSIONS: *Executive Sessions shall be held in accordance with NYS Public Officer Law #105. All executive sessions must be entered into from a properly noticed and convened public meeting. The purpose for the Executive Session must be stated which must comply with Public Officer Law #105. Any recording of Executive Sessions is prohibited.*

7. GENERAL PROCEDURES *During every Board of Trustees meeting, the mayor and the Trustees shall not interrupt other individuals who are speaking. The mayor presides at Board of Trustees meetings. The presiding officer may debate, make motions, and take any action that other Board members may take. Public bodies shall make, or cause to be made, all reasonable efforts to ensure that meetings are held in an appropriate facility which can adequately accommodate members of the public who wish to attend such meeting. By majority vote the Board may close or limit debate on any issue(s).*

8. MOTIONS & RESOLUTIONS *Board members may make Motions and propose Resolutions at any time during a Regular meeting, a Special meeting, or an Executive Session.*

When a Motion or Resolution is introduced for the first time at a Regular, Special, or Executive Session Board of Trustees meeting, it may be held over until the next Board meeting by any one Board member. 'Holding it over' must be announced following the Motion, the second, and the discussion on the Motion.

Motions or Resolutions involving Board procedural events may not be held over unless otherwise approved by a majority vote of the Board including, but not limited to, scheduling a meeting or a hearing, adding an item(s) to the Agenda during the meeting, changing the Meeting procedures or the Agenda format, adjourning a meeting, etc. If challenged, the Board may decide by majority vote if the subject of a Motion or Resolution is a procedural event.

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9. HEARING OF VISITORS: *There shall be at least two separate Hearing of Visitors at the designated locations on the adopted Agenda format during every regular meeting of the Board of Trustees. By majority vote, taken during a SPECIAL MEETING and effective immediately, the Board may allow one or more Hearing of Visitors during the SPECIAL MEETING. Speakers may speak once at every Hearing of Visitors for a maximum of three minutes each time. Speakers may speak on more than one topic, providing each topic(s) is relevant to Village of Endicott matters or business. If challenged, the Board may decide by majority vote if a topic(s) is relevant to Village matters or business.*

10. PUBLIC HEARINGS: *A public hearing is required to insure that the public body or agency charged with taking action on a particular issue is fully aware of the public's sentiment about the proposed action, and to give the public an opportunity to voice their opinions, their support, or their opposition. A quorum must be present at the Public Hearing for it to be a valid meeting. Speakers' comments and/or questions must only address the specific topic or subject of the public hearing.*

11. SPEAKERS AT HEARING OF VISITORS AND PUBLIC HEARINGS

Everyone who wishes to speak must be allowed to speak during each Hearing of Visitors and each Public Hearing. Prior notice to the Village, or to any person, in order to speak is not required. Speakers must observe the commonly accepted rules of courtesy, decorum, dignity, and good taste. Speakers shall not make personal attacks or political statements. If challenged the Board may determine, by majority vote, if a comment(s) is a personal attack or a political statement.

Speakers may speak during each Hearing of Visitors and each Public Hearing for a maximum of three minutes each time. Speakers may not yield any of their time to other speakers. Speakers must state their name and address before they speak. Speakers must address their comments and/or questions to the full Board and not to any individual Board member. Board members may not interrupt a Speaker except for a clarification or informational reason and the time used shall not be counted as part of the Speaker's three minutes. After a Speaker's time has elapsed, Board members may, but are not required to, make a comment(s), answer a question(s) posed by the Speaker, and/or ask the Speaker a question(s).

12. VOTING: *The sequence of events of the procedure for taking a vote is: First, a Board member makes a motion, then another Board member seconds the motion, then the Board discusses the motion, then a motion may be made to amend the wording of the motion, then that motion is seconded, then the Board discusses the amendment, then a vote is taken on the amendment, then a roll call vote is taken on the original motion including any approved amendment(s).*

All votes taken by the Board shall be a roll call vote. Pursuant to New York State law, each member of the Board of Trustees (each Trustee and the mayor) may vote once, and only once, on every issue. The Village Clerk must record in the minutes how each Trustee, and how the mayor, voted on every vote taken.

Every Board member (each Trustee and the mayor) has only four options for voting:

- | | |
|-----------|----------------------|
| 1.) 'YES' | 3.) 'ABSTAIN' |
| 2.) 'NO' | 4.) remaining silent |

Anyone who chooses option #3 or #4, or responds in any way other than 'YES' or 'NO', is abstaining from voting and the Clerk shall record their vote in the minutes as 'ABSTAIN'. An 'ABSTAIN' vote is neither a positive nor a negative action. It is simply no vote at all. Whenever a tie vote occurs, the mayor must vote either 'YES' or 'NO' to break the tie.

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The mayor is not allowed to vote on a matter and then also take a second vote to break a tie on the same matter. The mayor has only one total vote on any matter. To determine if a matter is approved, the Clerk shall tally the number of 'YES' votes. Unless otherwise specified by State Law, or unless the issue being voted on requires a super majority vote, the matter is approved (passes) when a majority of the total authorized members of the Board votes 'YES'. On a five-member Board, three (3) 'YES' votes are required to approve any matter including during any meeting(s) where only three (3) Board members are present.

13. ADJOURNMENT: *Adjournment of a Board meeting requires a motion to adjourn, a second, and three 'YES' votes.*

14. MINUTES: *Board of Trustees meetings shall be recorded. Audio and/or video recording of Executive Sessions is prohibited. The Clerk shall take the minutes for the Board meetings. The Village Manager shall take the minutes for Executive Sessions. Minutes of Executive Sessions are not required unless the Board takes a formal vote on an action(s).*

Minutes for Endicott Board of Trustees meetings must include the following: the name of the Board, the meeting date, time, and location, the names of Board members who are present and absent, any Board members' time of arrival and/or time of departure if different from the time the meeting was called to order and adjourned, the names and titles of other Village officials and employees present, the number of attendees from the public, a record of communications presented, a record of reports made by the Board members and other Village personnel, a record of all motions, proposals, resolutions or any other matter, the person who made each motion, the person who seconded each motion, how each Trustee and the mayor voted, a statement of the final vote results as either APPROVED or NOT APPROVED, the time the meeting was adjourned, and the signature of the Clerk or the person who took the minutes if not the clerk.

These same items are required for minutes of all Endicott 'Committees', 'Boards', and 'Commissions'.

Village of Endicott Board of Trustees' minutes must be approved by a majority vote of the Board once they are complete, accurate, typed, without cross-outs, and without handwriting. A majority vote of the Board is required to amend any minutes. After approval by the Board, the minutes or amended minutes, shall be permanently posted on the Village of Endicott website within three (3) business days. If the minutes have not been approved by thirty (30) days after the meeting date, the most recent draft of the minutes shall be posted on the Village website for public viewing and shall be conspicuously labeled "Unofficial" and "Not Complete" and "Not Approved." The item(s) that is still in question must be highlighted and an explanation must be provided of why it is still in question. Once any "NOT COMPLETE" minutes are completed and approved by the Board, they shall be posted on the Village website as the 'Final Minutes' within three (3) business days after being approved by the Board. For the public's ease of use and ease of fast searches, all past minutes shall permanently remain on the village website in separate monthly files, and also in separate calendar yearly files, and also in separate 5-year files (EG: 2001-2005, 2006-2010, etc). They must be in WORD format, easily viewable and searchable, and also easily downloadable by the public in Microsoft WORD and PDF format.

15. RECORDING: *Audio and/or video recording of all public meetings is permitted except recording during Executive Sessions is prohibited. By majority vote, the Board may determine whether the recording(s) being done is disruptive to the meeting after taking into consideration, but not limited to, brightness of lights, distance from the Board, size of the equipment, the amount of noise generated by the activity, and the ability of the public to observe or hear the meeting. By majority vote, the Board*

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may require that any individual(s) stop recording, or leave the meeting, or be removed from the meeting. By majority vote, the Board may adopt any other rules governing audio and video recording of public meetings which shall be effective immediately unless otherwise stated. It shall be the mayor's responsibility to keep the rules for recording meetings posted conspicuously in the Village Board room and in any other room(s) where any Village public meetings are held.

16. ZOOM: Those attending Endicott public meetings by video conferencing (with Zoom or similar programs) must use the "raise hand" feature to indicate if they would like to speak and the meeting administrator will unmute them. Those attending by telephone conferencing will be unmuted one at a time by the meeting administrator and allowed to speak. For details on how to join village meetings with Zoom: Go to the Endicott website. Then click "Local Government". Then click "Board Meetings".

ENDICOTT HAS THREE TYPES OF COMMITTEES (or BOARDS, or COMMISSIONS)

The Board creates Committees, Boards, Commissions by resolution or by passing a law. Endicott volunteers serve as members.

17. (#1 of 3) LEGISLATIVE COMMITTEES (or BOARDS or COMMISSIONS): These are created by the Board of Trustees. NYS and/or Village law govern, but not limited to, choosing members and the Chair, the members term length, and guidelines the members must follow when making their decisions. Currently the Village of Endicott has these ten:

- | | | |
|---|--|--|
| 1.) <u>Planning Board</u> | 4.) <u>Board of Light Commissioners</u> | 7.) <u>Parking Advisory Commission</u> |
| 2.) <u>Zoning Board of Appeals</u> | 5.) <u>Waste-Water Oversight Committee</u> | 8.) <u>Library Board of Trustees</u> |
| 3.) <u>Board of Water Commissioners</u> | 6.) <u>Airport Advisory Commission</u> | 9.) <u>Veterans Memorial Committee</u> |
| 10.) <u>Youth Recreation Commission</u> (inactive for decades). | | |

18. (#2 of 3) BOARD ADVISORY COMMITTEES (BAC): By majority vote, the Board of Trustees may create or disband 'Board Advisory Committees' (BAC) at any time during a Board meeting which shall be effective immediately. Each BAC shall serve at the sole direction and pleasure of the Board of Trustees who may determine, but not limited to, its duties, purpose(s), members, chairperson, beginning date, ending date, meeting place and times, and frequency of meetings. Being approved and sanctioned by a majority vote of the Board of Trustees, BACs may use Village of Endicott buildings and properties for their meetings and may use other Village resources for their work including audio/video conferencing equipment and the Village website and Facebook site. They may call on Village employees and department heads to attend a meeting(s) and to provide advice, and may call on people and entities who are under contract with the Village, or who are receiving money from the Village, to attend meetings and to provide advice and other purpose(s). Minutes for BAC meetings must include the following: the name of the committee, the meeting date, time, and location, the names of committee members who are present and absent, any committee members' time of arrival and/or time of departure if different from the time the meeting was called to order and adjourned, the names and titles of other Village officials and employees present, the number of attendees from the public, a record of communications presented, a record of reports made by the

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committee members and other Village personnel, a record of all motions, proposals, resolutions or any other matter, the person who made each motion, the person who seconded each motion, how each committee member voted, a statement of the final vote results as either APPROVED or NOT APPROVED, the time the meeting was adjourned, and the signature of the person who took the minutes.

19. (#3 of 3) MAYORAL ADVISORY COMMITTEES (MC) *The mayor may create or disband 'mayoral advisory committees' (MC). MCs serve at the direction and pleasure of the mayor for the sole purpose of providing advice to the mayor. Being not approved or sanctioned by a majority vote of the Board of Trustees MCs may not use Village buildings or properties for their meetings, or Village resources for their work, or the Village website or Facebook site. They may not call on Village employees or department heads to attend meetings or for advice, may not call on people/entities under contract with the Village or who receive money from the Village to attend meetings or for advice or any other purpose(s). MCs may provide minutes to the Village Manager and the Board by five business days after each meeting. Minutes must include the items listed in Item 18 (BAC) above.*

20. CONTACT INFORMATION - BOARD MEMBERS: *The public may contact Trustees or the mayor with comments, questions, or concerns. For Contact information: Go to the village website. Click 'Local Government'. Then, Click 'Mayor and Village Board.'*

c. Presentation 3 Trustees' 10-point Plan

PRO-BUSINESS GOALS

1. *Amend the new recycling law to allow clean and safe recycling companies.*
2. *Maintain an open dialogue with Huron Campus to bring more businesses, tenants, and jobs.*
3. *Provide support and regular input for the \$6.3 Million Washington Avenue revitalization project of major streetscape, 3 gateways, & East Alley improvements.*
4. *Work closely with developer of \$20 Million, 120 living-unit project on E. Franklin St. (Skyview Phase II).*
5. *Support the Imperium 3 (iM3) battery production project with its influx of new jobs.*
6. *Support and facilitate ongoing and possible development of three Endicott projects:*
 - A. *Project 1: Developer purchasing & upgrading 10 properties on Washington Avenue*
 - B. *Project 2: Buildout on two large plots of land to the front (W) & rear (E) of Wendy's*
 - C. *Project 3: Development of the K-Mart Plaza property*

QUALITY OF LIFE GOALS

7. *Improve the appearance and pride of ownership of Endicott through positive changes.*
8. *Collaborate with local organizations to benefit the community:*
 - A. **Endicott Proud**
 - B. **Vines** Community Gardens

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C. Endicott Community Center (Former Boys & Girls Club)

9. Monitor and report on improvements to the **Endicott water system.**

10. Restore dignity, decorum, professionalism, **honesty, integrity,** and good judgement to Endicott.

(end of insert)

17. 2nd Hearing of Visitors- (3) Minute Limit

Maria Pezzuti, Cornell Ave- Question for consideration from the Board re: Skye View Phase II Project changes and zoning changes and any issues that may arise down the road

Jackie Sammon- Comments re: Skye View Phase II Project and developer approval. She feels this is a positive project for the Village.

18. Board Member –Comments

Trustee Burlingame- stated he would like to see this momentum change continue and keep moving forward in a positive direction amongst the Village Board and the residents

Trustee Warner-A motion to cancel the Special Meeting for 2/17 was made by Trustee Warner and seconded by Trustee Dorner

Roll Call

Mayor Jackson- Abstain Konecny-Yes Dorner-Yes
Warner-Yes Burlingame-Yes

19. Executive Session-Personnel Issues

A motion to enter into executive session at 7:40pm was made by Trustee Konecny and seconded by Trustee Burlingame

A motion to exit executive session at 8:45pm was made by Trustee Konecny and seconded by Trustee Burlingame

No motions were made in Executive Session

20. Adjournment

Motion by Konecny 2nd Burlingame

To adjourn meeting at 8:46pm

Roll Call

Mayor Jackson- Abstain Konecny-Yes Dorner-Yes
Warner-Yes Burlingame-Yes