

**VILLAGE OF FREEVILLE BOARD OF TRUSTEES**  
**MEETING MINUTES**  
**July 6, 2023**

A regular meeting of the Village of Freeville Board of Trustees was held on July 6, 2023, at the Village Hall.

**Call to Order:** Mayor McCarty called the meeting to order at 7:30 pm

**Present:** Mayor Miles McCarty; Trustees: David Fogel, Diana Radford; Stephanie Ortolano, Jason Cuykendall; Clerk-Treasurer Heather Murray.

**Privilege of the Floor:** No comments were heard at this time.

**Minutes:** Trustee Fogel motioned to approve the following Board of Trustee Meeting Minutes:

- ❖ March 7, 2023 Board of Trustee Meeting
- ❖ March 24, 2023 Public Hearing Minutes - Local Law #2
- ❖ March 24, 2023 Budget Work Session Minutes
- ❖ April 4, 2023 Public Hearing Minutes - Fire/Garbage Contracts
- ❖ April 4, 2023 Annual Organization Meeting
- ❖ April 4, 2023 Board of Trustee Meeting
- ❖ April 19, 2023 Public Hearing Minutes - FY 23-24 Budget
- ❖ April 19, 2023 Special Meeting - Budget Vote

Trustee Ortolano seconded the motion. All members present voted aye. Motion passed.

**Public Works:** Trustee Ortolano motioned to approve the Public Works Report. Trustee Radford seconded the motion. All members present voted aye. Motion passed.

**Treasurer:** Trustee Cuykendall motioned to approve the Treasurer Report. Trustee Ortolano seconded the motion. All members present voted aye. Motion passed.

**Code Enforcement:** Trustee Radford motioned to approve the Code Enforcement Report. Trustee Fogel seconded the motion. All members present voted aye. Motion passed.

**Planning Board:** Trustee Fogel motioned to approve the May 25th, 2023 Planning Board Meeting Minutes. Trustee Cuykendall seconded the motion. All members present voted aye. Motion passed.

**Justice Report:** Trustee Cuykendall motioned to approve the May 2023 Justice Report. Trustee Fogel seconded the motion. All members present voted aye. Motion passed.

**Clerk:** Trustee Ortolano motioned to approve the Clerk Report. Trustee Radford seconded the motion. All members present voted aye. Motion passed.

**Vouchers:** Trustee Cuykendall motioned to approve abstract #0723. Trustee Radford seconded the motion. All members present voted aye. Motion passed.

**Old Business:**

**DEC / WWTP:** Discussion was held regarding the status of the I/I Study being conducted by GHD engineering.

**Speed Limit Survey:** Discussion was held regarding the Village speed limits. According to NYCOM, a traffic study must be completed before lowering the limit. Trustee Cuykendall will research the costs involved with a traffic study.

**New Business:**

**Vote - Local Law #3, Local Law #4 Amendments to Land Use Law:** Trustee Radford motioned to adopt Local Law #3 of 2023 and Local Law #4 of 2023. Trustee Fogel seconded the motion. All members present voted aye. Motion passed.

**Door to Door Soliciting:** Discussion was held regarding solicitation within the Village. Trustee Fogel will present a draft amendment to the Solicitation Law at the next meeting.

**Building Roof Repairs:** Discussion was held regarding the costs to repair a leak in the roof of Village Hall.

**FY 23-24 Budget Modifications:** Trustee Cuykendall motioned to adopt the following budget modifications for the 2023-2024 fiscal year:

❖ To account for an increase in Buildings expense and refund received from Wright Insurance:

Expense Account	From	To	Difference
A1620.41 Buildings	\$ 2,000.00	\$ 3,500.00	\$ 1,500.00↑
Expense Account	From	To	Difference
A9040.8 Workers Compensation	\$ 8,862.00	\$ 7,362.00	\$ 1,500.00↓

❖ To account for Payroll Service expense: creation of account A1989.4 Other Governmental Services - Payroll Service; reduction in Clerk-Treasurer Salary; reduction in Payroll Software Expense, reduction in Office Supply Expense (W2 forms).

Expense Account	From	To	Difference
A1989.4 Payroll Service	\$ 0.00	\$ 2,000.00	\$ 2,000.00↑
Expense Account	From	To	Difference
A1325.11 Clerk-Treasurer Salary	\$ 31,231.00	\$30,031.00	\$ 1,200.00↓
Expense Account	From	To	Difference
A1325.41 Office Supplies	\$ 1,400.00	\$ 1,200.00	\$ 200.00↓
Expense Account	From	To	Difference
A1325.44 Software	\$ 1,000.00	\$ 400.00	\$ 600.00↓

Trustee Cuykendall seconded the motion. All members present voted aye. Motion passed.

**Employee Job Descriptions:** Discussion was held regarding employee job descriptions.

**Executive Session - Legal Matters:** Trustee Fogel motioned to enter into executive session for legal matters at 8:40 p.m. Trustee Ortolano seconded the motion. All members present voted aye. Motion passed. Trustee Cuykendall motioned to exit the executive session at 8:49 p.m. Trustee Ortolano seconded the motion. All members present voted aye. Motion passed.

Trustee Radford motioned to adjourn the meeting. Trustee Ortolano seconded the motion. All members present voted aye. Motion passed. Meeting adjourned at 8:50 p.m.

Respectfully submitted,

Heather Murray  
Village Clerk-Treasurer