

**Village of Millport  
Board of Trustee Meeting Minutes  
February 3, 2025**

Meeting brought to order @ 7:00 pm by Mayor Damon

**Pledge of Allegiance & A Moment of Silence**

**Present:** Mayor Damon, Trustees Auld, Grow, Timber and Kraus.

**PUBLIC COMMENTS: (Session One)**

William Gruver, 4896 Hillview Road was present to distribute the revised Fire Company Constitution and By-Laws dated November 12, 2024. He requested that the board move into Executive Session during the meeting in order to discuss a Fire Company personnel issue.

**Communications:**

- Normal magazines and flyers
- A resignation from J. Manwaring in his position as a Director for the Millport Fire Department was received. Said resignation is effective February 11, 2025.

**Minutes & Bank Statements:** Trustee Auld moved, seconded by Trustee Grow to dispense with reading & accept the minutes and the bank statements as submitted. VOTE: Ayes: All ayes. Vote carried.

**Superintendent of Streets:**

- Mayor Damon stated that he looked at the ice problem on Maple Street. It appears that water is being pumped from resident's cellars out to the street. For the remainder of the winter, the only solution is to have the Town drop more salt on the area in question. This will need to be fixed before next Winter. The issue will be tabled until the Spring.
- The Village is in receipt of a proposed updated Intermunicipal Agreement between the Town of Veteran and the Village. Mayor Damon stated that the numbers quoted in the document are in error. The Village has not received an invoice for this year. It is expected that this issue will be discussed at the next Town of Veteran meeting. Mayor Damon expressed his desire to have a sit-down meeting with the Town to discuss this issue. He also stated that the Village is very satisfied with the service given to us from the Town of Veteran Highway Department.

**Water Technician Report:**

- Mike Coats reported that everything is running okay this month.
- A new checking account needs to be set up for the CDBG funds the Village will be receiving from the new grant. Mayor Damon moved, seconded by Trustee Auld authorizing the Village Clerk's office to open a new bank account for CDBG and to transfer \$100 into that account from the Water Maintenance Fund. VOTE: Ayes: All ayes. Vote carried.
- Regarding the paperwork required by the government for the new grant, Trustee Kraus moved, seconded by Trustee Timber authorizing the Mayor to sign all the appropriate paperwork for the CDBG grant. VOTE: Ayes: All ayes. Vote carried.
- A RESOLUTION FOR FAIR HOUSING PLAN AND FAIR HOUSING OFFICER  
Trustee Timber moved, seconded by Trustee Kraus to adopt the following Resolution regarding Fair Housing in the Village of Millport: WHEREAS, the Village Board of the Village of Millport hereby adopts the Chemung County Fair Housing Plan, which was developed in accordance with: Title 1 of the Housing and Community Development Act of 1974, as amended The Fair Housing Act (Public Law 90-284, 42 USC 3601-20) Human Rights Law of the State of New

York; and WHEREAS, in accordance with the Chemung County Fair Housing Plan, the Village Board of the Village of Millport shall appoint a Fair Housing Officer;  
NOW, THEREFORE, BE IT RESOLVED, that the Village of Millport Deputy Mayor be and is hereby designated as the Village of Millport's Housing Officer, and that the Code Enforcement Officer as alternate and said officer will:

Post Fair Housing and Affirmative Action posters in the Village Hall.  
Place Fair Housing advertisements in official newspaper(s).  
Post Fair Housing information on the Village's website.  
Document housing discrimination complaints on a standard form.  
Forward copies of all complaints to and, when appropriate, consult with the Fair Housing/Equal Opportunity Division of the HUD Office in Buffalo and/or the New York State Division of Human Rights in Rochester.

Compile information about fair housing-related services available to Village residents.  
Host trainings for both residents and public and private stakeholders to promote information sharing among all interested parties.

VOTE: Ayes: All ayes. Vote carried.

**Fire Council:** Chief's report and CHO report received.

- Mayor Damon moved, seconded by Trustee Grow to accept the resignation of J. Manwaring as a Director of the Millport Fire Department. VOTE: Ayes: All ayes. Vote carried. Mayor Damon stated that the Village owes Mr. Manwaring a big thank you for his years of service to both the Village and the Fire Department.

**Code Enforcement:** Report received.

- It was reported that an unregistered vehicle parked at 2005 Crescent Street has been cited for removal.

**Planning Board:**

- Chair Mary Hartsock stated that they are working on developing a Comprehensive Plan for the Village. Said plan will be forwarded to the Village Attorney for review prior to submission to the Village Board.

**Recreation & Youth Activities:**

- Trustee Auld reported the total fundraising for the Family Days (wreaths and cookies) was approximately \$580. These funds will go toward the expenses of the 2025 event. The kids Spring party will be held April 19<sup>th</sup> at 11am. They will be planting flowers.

**Old Business:**

- Reminder – February 11, 2025 is the deadline for the Clerk's office to receive independent petitions for those interested in running for a Trustee position on the Board.

**New Business:**

- Election Inspectors must be appointed. Mayor Damon moved, seconded by Trustee Auld to adopt the following Resolution: WHEREAS the Village Election is now scheduled for March 18, 2025; NOW THEREFORE BE IT RESOLVED, that the following individuals are hereby appointed Election Inspectors for the Village of Millport at the following rates of pay: Barb Kraus \$155/day and Priscilla McGrain \$155/day and Kathleen Becraft is named as an alternate to work if one of the appointed inspectors cannot be available. VOTE: Ayes: All ayes. Vote carried.
- The insurance renewal paperwork is due this month. Trustee Kraus moved, seconded by Trustee Trimmer to authorize the Mayor to sign the renewal paperwork as needed. VOTE: Ayes: All ayes. Vote carried.

**Village Accident, Sickness, Death:** Alton Hess, 6 Burch Hill Road has passed away.

**Bills:**

- Resolution for paying bills.

A motion was made by Trustee Trimmer and seconded by Trustee Grow to adopt the following resolution:

WHEREAS, the Board of Trustees requests to pay the prepared list of bills

Totaling: \$17,588.72;

IT IS FURTHER RESOLVED, that the Village Board authorizes the payment

In the amount of \$12,481.83 from the General Fund

\$1,712.89 from the Water Fund, and

\$3,394.00 from the Trust & Agency Fund.

VOTE: Ayes: All ayes. Vote carried.

**Public Comments:** (Session Two)

William Gruver, 4896 Hillview Road stated that there is only 6 years left on one of the fire trucks before it goes out of spec. It will cost a minimum of \$750,000 for a new engine. The Fire Department is looking into ways to continue to invest in their Truck Account.

At this time Mayor Damon moved, seconded by Trustee Grow to move into EXECUTIVE SESSION discuss a personnel issue with the Millport Fire Department. VOTE: Ayes: All ayes. Vote carried.

Mayor Damon moved, seconded by Trustee Auld to come out of EXECUTIVE SESSION. VOTE: Ayes: All ayes. Vote carried. Mayor Damon moved, seconded by Trustee Auld rescind sending letters to the Millport Fire Company and the Millport Fire Department stipulating that any alterations to the building and Village property need prior approval of the Village Board. Said letter is no longer necessary. VOTE: Ayes: All ayes. Vote carried.

Next meeting scheduled for March 3, 2025 @ 7 pm.

AJOURNED: A motion was made by Mayor Damon and seconded by Trustee Kraus to adjourn the meeting @ 8:26 p.m. **Vote:** Ayes: All Ayes. Vote carried.

Respectfully submitted by:  
Lillian West  
Village Clerk/Treasurer