

VILLAGE OF PERRY
VILLAGE BOARD MEETING
December 2, 2013

The Regular Board Meeting of the Village of Perry was held at the Village Hall 46 North Main Street Perry New York at 7:30 p.m. on the 2nd day of December 2013.

PRESENT:	Frederic Hauser Anita Billings Dariel A. Draper Eleanor Jacobs	Mayor Trustee Trustee Trustee
ABSENT:	Bonita Matson	Trustee
ALSO PRESENT:	Terrence Murphy Gail Vosburg Jeff Drain	Village Administrator Village Clerk Chief Water & Sewer Plant Operator
GUESTS:	Mary Syberg Perry Tuesday Club	Bill Bark Craig Stevens, Bonadio Group

Mayor Hauser called the meeting to order at 7:30 PM.

Mayor Hauser led in the pledge to the flag.

MINUTES

NOVEMBER 18, 2013 MINUTES APPROVED – Correction on page 2, "... the Mayor to sign the DEC *Dam* Inspection Response letter." and on page one, "... any increase in the assessment would be phased in." Motion by Trustee Jacobs, second by Trustee Billings that the minutes of the November 18, 2013 Board Meeting be approved as corrected. Motion carried with all voting aye.

PUBLIC COMMENT

PERRY TUESDAY CLUB – Perry Tuesday Club was present and donated a check in the amount of \$1,000 towards benches for the Splash Pad Project. The money was raised through raffles at the farmer's market. Mayor Hauser thanked the group on behalf of the Village, Rotary and the Town of Perry for their donation.

CRAIG STEVENS – BONADIO GROUP – Craig Stevens of Bonadio Group was present to give the board the draft audit report for the fiscal year ending May 31, 2013. Mr. Stevens gave a summary of the village's fiscal status and reviewed the communication letter outlining information relating to the audit. It was noted that no new accounting policies were adopted and application of the existing policies were not changed during the fiscal year. They did not encounter any difficulties in dealing with management while performing and completing the audit. Mr. Stevens said that this report in an "unmodified report", the best that can be reported. He stated that this is a significant improvement from 10 years ago. It was also noted that the village has held its tax rate stable for the past several years. The village is in a financially healthy position. The report on the justice court revealed no exceptions, and everything was favorable. Mr. Stevens informed the board that the State Comptroller's office will have a different level of review that they will perform during the audit of the village's finances. Mayor Hauser thanked Mr. Stevens for attending the meeting.

Motion by Trustee Draper, seconded by Trustee Jacobs, to adjourn the regular meeting and open the public hearing at 8:05 pm. Motion carried with all voting aye.

Public hearing – CDBG Housing Grant

The Village of Perry is considering applying for Federal grant assistance to help owner occupied homeowners with essential home improvements in targeted neighborhoods throughout the Village. The Village contracted with LaBella Associates to send the surveys to homeowners on various streets to collect household information to determine the demand for a housing rehabilitation grant program. Grant funds would provide funds to enable homeowners to make home repairs with grant and low interest loan funding.

Mayor Hauser said that out of 483 survey mailings, 52 of the responses met the income criteria in order to proceed with the application. The maximum amount of the grant is \$400,000. This could benefit 15 – 18 projects in the target area. Ed Flynn, LaBella Associates, said that those residents who qualify would be sent information if the Village was awarded the grant. The board must make a determination if they want to proceed with the application as the deadline for the grant application is December 20, 2013. Mayor Hauser feels this is a good program and a great opportunity for residents.

Motion by Trustee Draper, seconded by Trustee Billings to close the public hearing and resume the regular meeting at 8:15 pm. Motion carried with all voting aye.

Mayor Hauser said that if the board feels this is something to pursue, they need to act quickly and authorize the grant writing proposal of \$6,500 for preparing the grant application. Trustee Billings thinks that this is a great opportunity.

LaBella Associates Grant writing proposal approved – Motion by Trustee Billings, seconded by Trustee Jacobs, to approve the proposal from LaBella Associates for grant writing services for the CDBG Housing Funding in the amount of \$6,500 and authorize the Mayor to sign the proposal. Motion carried with all voting aye.

Grant award announcements will be two – three months after the deadline.

WATER / SEWER REPORT – presented by Chief Operator Jeff Drain (as attached)

WATER

Trustee Jacobs asked if Jeff has heard from the divers. Chief Operator Drain said that he has not heard from them.

Water & Sewer report approved – Motion by Trustee Billings, seconded by Trustee Draper, to approve the water/sewer report as presented. Motion carried with all voting aye.

CLERK/TREASURER’S REPORT – presented by Village Clerk Gail Vosburg (attached)

Payment of Claims -

Vouchers # 141098 - -#141108

General Fund	\$ 33,024.14
Water Fund	\$ 7,658.88
Sewer Fund	\$ 5,839.70
Trust & Agency	<u>\$ 46,205.04</u>
TOTAL	\$ 92,727.76

Vouchers # 141109 - -#141162

General Fund	\$169,875.55
Water Fund	\$ 35,323.47
Sewer Fund	\$ 19,840.77
Trust & Agency	<u>\$ 58.00</u>
TOTAL	\$225,097.79

Trustee Draper has audited all vouchers. Motion by Trustee Jacobs, seconded by Trustee Billings that all vouchers are ordered to be paid. Motion carried with all voting aye.

Board meetings rescheduled due to holidays approved - Motion by Trustee Jacobs, seconded by Trustee Draper, to reschedule the following board meetings due to holidays:

January 20, 2014	Martin Luther King Holiday	reschedule to January 21, 2014
February 17, 2014	President’s Day Holiday	reschedule to February 18, 2014

Motion carried with all voting aye.

Budget Transfers approved - Motion by Trustee Draper, seconded by Trustee Billings, authorizing the budget transfers as follows:

General Fund

From: A1620.2	Village Hall Equipment	\$ 7,000.00	
A1620.41	Village Hall Network	\$ 4,000.00	
A5110.4	Streets Contractual	\$ 3,500.00	
A5132.4	Garage Contractual	\$ 2,000.00	
A5182.4	Street Lighting Contractual	\$ 3,000.00	
A9015.8	Police Retirement	\$ 5,000.00	
To: A1325.2	Treasurer Equipment	\$ 1,000.00	
A1910.4	Municipal Insurance	\$ 12,000.00	
A5110.12	Streets – Seasonal Laborers	\$ 3,500.00	
A5112.2	Perm. Improvements	\$ 6,000.00	
A9050.8	Unemployment	\$ 2,000.00	
		<u>\$24,500.00</u>	\$ 24,500.00

Water Fund			
From: F1440.4	Water Engineering Contract	\$ 500.00	
F8340.42	Davis Rd Waterline	\$ 2,000.00	
To: F1440.4	Water Law Contractual	\$ 500.00	
F8340.42	Walker Road Waterline	\$ 2,000.00	
		<u>\$ 2,500.00</u>	\$ 2,500.00

Motion carried with all voting aye.

Notice was received from the Arts Council for Wyoming County that the 2014 Shake on the Lake has been approved for \$2999 in funding for the Community Arts grant program.

Clerk/Treasurer’s report approved – Motion by Trustee Billings, seconded by Trustee Draper, to approve the Clerk/Treasurer’s report as presented. Motion carried with all voting aye.

ADMINISTRATOR REPORT – presented by Village Administrator Terry Murphy

Administrator Murphy reported on the following:

- Truck #294 (snow plow truck) has been taken to Marquart’s for diagnosis and repair. The Supt. has arranged for the spare Wyo. Co. plow truck to be available to us and it will be garaged here.
- Uncapped vents were found in the basement and have been capped, which have fixed the odors in the building.
- The village attorney is working on the draft local laws for the tax abatements.

- E-mails on the Watrous Street parking have been forwarded onto the board members.
- Arrangements have been made for traffic control for the Holiday DeLights Festival this Saturday evening. Chief Case, Supt. Koziel and Renee have met to organize the details.

Administrator report approved – Motion by Trustee Jacobs, seconded by Trustee Draper, to approve the Administrator’s report as presented. Motion carried with all voting aye.

OLD BUSINESS

Nothing to report.

COMMITTEE REPORTS

Public Safety – Trustee Billings said that they plan to give the residents of Watrous/Callahan Street one more week to turn in their comments on the parking situation. One pedestrian crossing sign has been destroyed. It was recommended that the sign not be put out on windy or snowy days. They hope to respond to the request for the Children at Play sign on Cherry Street. Chief Case said that children should not be playing the street at any time.

Public Works – Trustee Jacobs had nothing to report.

Recreation & Resources – Mayor Hauser updated the board on the Splash Pad Project – there was a meeting with Clark Patterson to discuss the project and set a clear timeline. An equipment list was received from Parkitects and Clark Patterson is okay with the fixtures. Rotary has approved the selection of fixtures. **Splash Pad Equipment and Fixtures approved for purchase** - Motion by Trustee Draper, seconded by Trustee Billings, to approve the equipment/fixture list and authorize the purchase from Fountain People Inc. in the amount of \$66,111.00. Motion carried with all voting aye.

Mayor Hauser said the rec committee is still working on the facilities use form.

Office – Trustee Billings had nothing to report.

Planning – Mayor Hauser reported that the committee have a meeting with the Village’s Planning Board on December 11, 2013 at 7:00 pm to discuss the RFQ for the Comprehensive Plan, the sidewalk Snow Removal Policy and the TEP grant. The intern is working on the vacant parcel inventory.

NEW BUSINESS

No new business.

Motion by Trustee Draper to adjourn the regular meeting and enter into executive session to discuss pending litigation at 8:47 p.m. was seconded by Trustee Jacobs and carried with all voting aye.

Motion by Trustee Draper to adjourn executive session at 8:59 p.m. and resume the regular meeting was seconded by Trustee Billings and carried with all voting aye.

Motion to adjourn meeting at 9:03 p.m. was offered by Trustee Draper, second by Trustee Billings and carried with all voting aye.

Respectfully submitted,

Gail Vosburg, Village Clerk