

**VILLAGE OF PERRY
VILLAGE BOARD MEETING
August 7, 2017**

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 7th day of August 2017.

PRESENT:	Rick Hauser	Mayor
	Jacquie Billings	Trustee
	Dariel A. Draper	Trustee
	Eleanor Jacobs	Trustee
	Bonnie Matson	Trustee
ALSO PRESENT:	Matt Jensen	Village Administrator
	Gail Vosburg	Village Clerk
	Tim Neel	Property Maintenance Officer
GUESTS:	Lori Schofield	Richard Muolo
	Stacey Muolo	Mary Syberg

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

Mayor Hauser led in the pledge to the flag.

Mayor Hauser announced that three funding applications that have been applied for:

- \$1.4 million for dredging the Silver Lake Outlet from WQIP funding
- \$ 720,000 for Public Beach improvements through the EPF Parks Program
- \$ 1.2 million for the Municipal Parking Lot/Green Improvements through the GIGP

MINUTES

JULY 17, 2017 MINUTES APPROVED - Motion by Trustee Jacobs, second by Trustee Matson the minutes of the June 19, 2017 Board Meeting were approved as presented. Motion carried with all voting aye.

PUBLIC COMMENT

RICHARD MUOLO – APPLICATION FOR SOLICITING (FOOD TRUCK) – Mr. Muolo was present to discuss his application for soliciting (he has a food truck). He is asking for the board to approve his application and to change the \$25/day fee to be the permit fee for the year. He has operated his food truck on JN White Designs property for their employees. Mr. Muolo has all the necessary permits from the health department. Trustee Matson said that this is something that she needs to think about.

LORI SCHOFIELD – DRAINAGE ISSUES ON BENEDICT STREET – Ms. Schofield was present to discuss the drainage issues in front of her residence on Benedict Street. Everything there is a heavy rain, the street floods as well as her yard and basement. There are several storm drains in the area but they do not drain well. She states than when vehicles drive through the high water it sends waves of water towards her house. Administrator Jensen said that the DPW did camera the

storm drains and the camera hits an obstruction. The storm drains all connect underground with t's . They will be putting in a catch basin in the grass area and then look to find a more permanent solution. Ms. Schofield submitted a statement of her flooding issues.

WATER / SEWER REPORT – (as attached)

WATER

- Flushed all dead-end water mains
- Repaired water leak in Birchwood Acres
- Rebuilt Chlorine chemical feed pump
- Sealed driveways at the plant

SEWER

- GIS sewer lines
- Pulled pump at Park Ave pump station, sent in for repair and re-installed
- Pull #1 pump at A station, unplug and put back on line
- Run sludge press to dewater sludge
- Take down #3 filter at the finals for maintenance and put back on line.

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

PROPERTY MAINTENANCE REPORT - presented by Tim Neel (as attached)

Property Maintenance Officer Neel reported that he is re-citing properties for clutter and debris. Trustee Jacobs asked what happens when there is no response from a letter. PMO Neel said that he sends out a follow up letter. He does put them on a watch list.

Property Maintenance Report approved – Motion by Trustee Matson, seconded by Trustee Billings, to accept the property maintenance report as presented. Motion carried with all voting aye.

CLERK REPORT – presented by Village Clerk Gail Vosburg (attached)

Household Hazardous Waste/Pharmaceutical Collection Programs sponsored by GLOW is scheduled for Saturday, September 16, 2017 in Mt. Morris.

Vouchers approved for payment

Vouchers of all funds # 180368 - 180386

General Fund	\$ 38,869.05
Water Fund	\$ 9,187.82
Sewer Fund	\$ 7,308.96
SLWC	\$ 18.60
Trust & Agency	<u>\$ 50,078.31</u>
Total	\$105,462.74

Vouchers of all funds # 180387 - 180494

General Fund	\$111,065.26
Spec. Grant fund	\$ 5,769.29
Water Fund	\$ 14,320.75

Sewer Fund	\$ 10,442.26
Cap. Proj. Fund	\$ 2,547.75
Cap. Sewer Project	\$ 46,070.25
SLWC	\$ 16.62
Trust & Agency	\$ <u>1,735.50</u>
Total	\$191,967.68

Vouchers have been audited by Trustee Billings. Motion by Trustee Jacobs, seconded by Trustee Matson to approve the vouchers for payment. Motion carried with all voting aye.

2017-18 Village Tax Collection – through August 3, 2017, 88.1% of the tax warrant has been collected.

The Annual Update Documents for the fiscal year ending May 31, 2017 have been filed for the Village of Perry and the Silver Lake Watershed Commission.

Bonadio Audit proposals approved – Discussion took place over the proposals from Bonadio for completing the audit of the V/Perry financials documents, justice procedures and the single audit. Total of the proposals is \$19,400. Trustees Matson and Draper this that having the justice audited is a good idea as it is a safeguard against fraud. Motion by Trustee Matson, seconded by Trustee Draper to approve the proposals from Bonadio for auditing for a total of \$19,400. Motion carried with all voting aye.

Budget Amendment approved – Motion by Trustee Jacobs, seconded by Trustee Matson, to approve the following budget amendment to the 2018-19 Village Budget to account for the shared cost of the Silver Lake Outlet Sediment Testing / Engineering Report as follows:

Increase	A2390	Shared Joint Activity	\$ 26,073.75
Increase	A1440.4	Engineering Contractual	\$ 26,073.75

Motion carried with all voting aye.

June Treasurer's report was presented.

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

Motion by Trustee Draper, seconded by Trustee Jacobs, to open the public hearing at 8:02 pm to authorize the transfer of funds from the Repair Reserve Fund to the Capital Projects Fund for the CDBG Drainage Project up the amount of \$68,500. Motion carried with all voting aye.

PUBLIC HEARING – 8:00 PM

Mayor Hauser read the public hearing notice: The Village of Perry proposed to authorize the appropriating monies from the Repair Reserve Fund to the Capital Projects Fund up to the amount of \$68,500 for the purpose of repairing the storm drainage system on S. Main Street, Washington Blvd, Competent Ave and Needham Street. This is in conjunction with the 2015 CDBG Drainage Project.

ADMINISTRATOR REPORT – presented by Administrator Matt Jensen (as attached)

2015 CDBG DRAINAGE PROJECT

The Village Attorney is reviewing the contract documents. Once he gives his okay, then the Mayor can sign the contract with Visone Construction.

WORK ORDERS PROCESS

Administrator Jensen provided the board with a copy of the new work order. He said that he is implementing a work order process for tracking and statistical practices. The work order will be completed and issued to the appropriate department for completion. Once completed, it will then be returned with actions recorded on the form.

BUILDING IMPROVEMENT LOAN PROGRAM

Meetings are being held to review final determination on the process for the BIL Program as we have received one application. The program outlines a committee of three: the consultant, a Village Trustee and one member at large. The Village Trustee has not been named. Administrator Jensen proposes Tim Neel for the member at large; or he could be named as a temporary member. Trustee Billings asked what made Mr. Neel a good candidate for the committee. Administrator Jensen said that he has the background for the residential issues. Trustee Matson volunteered for the Trustee position. Mayor Hauser stated that the consultant would be reviewing the financials documents, the village trustee would represent the Village goals and a zoning person would know the zoning laws. Trustee Jacobs feels that Administrator Jensen would help work out the kinks in the program.

BIL Program Review Committee approved – Mayor Hauser appointed the following to the BIL Program Review Committee:

Village of Perry trustee	Bonnie Matson
Member at Large	Village Administrator Matt Jensen

Motion by Trustee Billings, seconded by Trustee Draper, to approve the Mayor's appointments as presented. Motion carried with all voting aye.

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

Motion by Mayor Hauser, seconded by Trustee Draper, to close the public hearing at 8:25 pm. Motion carried with all voting aye.

Transfer of funds from Repair Reserve approved – Motion by Trustee Matson, seconded by Trustee Draper, to authorize the transfer of funds up to the amount of \$68,500 from the Repair Reserve Fund to the Capital Projects Fund for the purpose of covering the additional repair costs as part of the 2015 CDBG Drainage Project. Motion carried with all voting aye.

OLD BUSINESS

WEBSITE

There is a meeting on Friday.

ZONING LAW UPDATE

Mayor Hauser said that he forwarded trustees the draft zoning law for them to review.

RESTORE NY PROGRAM

Mr. O'Connell is working on his buildings putting in windows and getting the brick re-pointed.

LETCHWORTH GATEWAY VILLAGES PROGRAM

Mayor Hauser announced that the Village was awarded funding for year 2 of the LGV program from the USDA Rural Development.

TREE BOARD

Trustee Jacobs asked that board members review the Village of Perry Tree Board Master Plan and the Standards and Specifications. The Master Plan is what the Tree Board envisions. They (the tree board) would like to have funds for projects so that they can implement items in the Master Plan. The Tree Board would make recommendations to the DPW for approval.

COMMITTEE REPORTS

Public Safety – Nothing to report.

Public Works – Letchworth State Park currently take the septic waste from campers to Wellsville for dumping and pays a fee. The Village is looking into the costs and requirements to provide this service for Letchworth State Park.

Sewer pumps – Chief Operator Drain is looking to have new pumps and repairs made at several sewer pump stations. Three (3) lift stations need new pumps (each station is down to one operable pump) and one (1) other pump needs repair. Total costs for the pump replacements and repairs is \$25,000.

Public Hearing scheduled to spend monies from Sewer Reserve – Motion by Mayor Hauser, seconded by Trustee Matson, to schedule a public hearing for Monday, August 21, 2017 at 8:00 pm to authorize the transfer of monies from the sewer reserve fund to the Sewer Fund in the amount of \$25,000 for new pump and repairs to the sewer pump stations. Motion carried with all voting aye.

Recreation & Resources – Meeting tomorrow.

Office – Nothing to report.

Planning – Nothing to report.

NEW BUSINESS

No new business.

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

Motion by Mayor Hauser to adjourn executive session at 9:15 p.m. and resume the regular meeting was seconded by Trustee Draper and carried with all voting aye.

Chatfield Engineers proposal accepted for Birchwood Acres water – Motion by Trustee Jacobs, seconded by Trustee Matson to approve the proposal from Chatfield Engineers for water

engineering service in Birchwood Acres in the amount of \$2,450 and authorize the Mayor to sign said proposal. Motion carried with all voting aye.

Six (6) month moratorium for food concessions approved – Motion by Trustee Matson, seconded by Trustee Jacobs, to approve a six (6) month moratorium for food concessions being licensed in the Village until further review and local law revisions. Motion carried with the following vote:

Ayes	3	Matson, Jacobs, Hauser
Nays	0	
Abstain	2	Draper, Billings

Motion carried.

NYSEG ROW easement authorized for signature – A ROW easement is needed on Standpipe Road for the Town of Castile water booster station by NYSEG so that an electric pole can be installed. Motion by Trustee Matson, seconded by Trustee Billings, to authorize the Mayor to sign the ROW Easement with NYSEG on Standpipe Road. Motion carried with all voting aye. NYSEG work will be 6-8 weeks out. The pump station work is about 2-3 weeks away for being done.

Reimbursement approved for Lisa Beals – Motion by Trustee Jacobs, seconded by Trustee Matson, to approve a water & sewer reimbursement in the amount of \$ 183.15 to Lisa Beals. Motion carried with all voting aye.

Motion to adjourn meeting at 9:25 p.m. was offered by Trustee Draper, second by Trustee Billings and carried with all voting aye.

Respectfully submitted,

Gail I. Vosburg

Gail I. Vosburg
Village Clerk

VILLAGE OF PERRY
BOARD MEETING AGENDA
August 7, 2017

1. Call Meeting to order at 7:30 p.m.
2. Pledge to flag
3. Minutes
 - July 17, 2017 Regular Board Meeting
4. Public Comment
 - Richard Muolo – Application for Soliciting (food truck)
5. Water & Sewer Report
6. Property Maintenance Report
7. Clerk Report
8. **8:00 pm – PUBLIC HEARING – APPROPRIATE MONES FROM REPAIR RESERVE – CDBG DRAINAGE – S MAIN ST, WASHINGTON BLVD, COMPETENT AVE, NEEDHAM ST**
9. Village Administrator Report
10. Old Business
 - Website update
 - Dredging
 - NY Main Street Grant
 - Zoning Law Update
 - Restore NY Grant
 - Letchworth Gateway Villages Grant
 - 2015 CDBG Drainage Grant
 - EFP Parks Program
 - GIGP
 - Tree Board
11. Committee Reports
 - Public Safety
 - Public Works
 - Recreation & Resources
 - Office
 - Planning
12. New Business
13. Executive

MEETING ATTENDANCE SIGN-IN

MEETING DATE: August 7, 2017

COMMITTEE/BOARD: Village Board Meeting

Please PRINT your name clearly to ensure the correct spelling in the minutes of this meeting.

1	<u>Lori Schofield</u>	21	_____
2	<u>Tim Mel</u>	22	_____
3	<u>Richard Smeaton Mero</u>	23	_____
4	<u>Mary Syke</u>	24	_____
5	_____	25	_____
6	_____	26	_____
7	_____	27	_____
8	_____	28	_____
9	_____	29	_____
10	_____	30	_____
11	_____	31	_____
12	_____	32	_____
13	_____	33	_____
14	_____	34	_____
15	_____	35	_____
16	_____	36	_____
17	_____	37	_____
18	_____	38	_____
19	_____	39	_____
20	_____	40	_____

2017 August Village Board Meeting

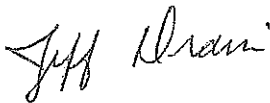
WTP

1. Collect all monthly water samples including Toluene for VOP and TOP.
2. Mow and weed eat WTP, 750 Tower, Swim Beach and Perry Center Booster Station.
3. Flush "dead-end" water mains.
4. GIS water valves and curb stops.
5. Repair water leak in Birchwood Acres approximately 25,000-30,000 GPD.
6. Re-build Chlorine Chemical feed pump.
7. Clean up shop.
8. Seal driveways at WTP.
9. Work with DPW crew on Leicester and Covington Streets.
10. Total gallons of water treated for the month of July was 13,977,078 for a daily average of 450,873 GPD.

WWTP

1. Complete all monthly wastewater samples including Bi-pass samples for VOP and East Hill Creamery.
2. Mow and weed eat WWTP, dump, roadside and Lake Street Pump Station.
3. GIS sewer lines.
4. Camera sewer lines, storm lines and manholes.
5. Run Sludge press to de-water sludge.
6. Leo Dixon hauled cake sludge for us.
7. Operators Mark Kingsley and Jaycob Bernard attended an operator training school in Fredonia to earn credits for license renewal.
8. Pull pump at Park Avenue PS, send in for repair and re-install pump.
9. Pull #1 pump at "A" station, unplug and put back on line.
10. Take down #3 filter at the finals for maintenance and put back on line.
11. Village of Perry's monthly flow was 73,160,000 gallons for a daily average of 2,360,000 GPD.
12. Town of Castile's monthly flow was 4,987,400 gallons for a daily average of 160,884 GPD.

Respectfully submitted,



From: brzk@aol.com
 Date: Fri, 04 Aug 2017 11:25:26 -0400
 To: gvosburg@villageofperry.com
 Subject: August Board Report

CU there

Property Maintenance Report
 Monday, August 7, 2017
 Timothy Neel, Property Maintenance Officer

	As of 12/31/15	As of 12/31/16	As of 3/5/17	As of 6/4/17	As of 7/1/17	As of 8/4/17
Letters Sent	84	255	290	308	322	352
Properties Completed	28	102	108	125	126	144
Properties In Process	59	73	80	89	88	86
No Response	25	73	104	94	107	120
Watch List	80	183	209	201	212	222
30 Day Violation Letters Sent	0	0	4	4 1 " ext 1 - done	4 1 " done 1 " in process	4 1 " done 1 " in process
10 Day Violation Letters Sent	0	0	0	2	2	2
Litigation				?	?	?

One and a half neighborhoods to go (approx. 65 properties) Hope to be complete by December 31
 Working currently on new properties in old zones
 Working on follow-up with cited properties
 Working on cited/resolved properties that need to be recited

VILLAGE OF PERRY

**RESOLUTION AUTHORIZING THE VILLAGE BOARD OF THE VILLAGE OF PERRY
TO HOLD A PUBLIC HEARING ON A PROPOSAL TO APPROPRIATE MONEYS
FROM THE REPAIR RESERVE FUND**

NOTICE IS HEREBY GIVEN, that a public hearing appropriating moneys from the repair reserve will be held on the 7th day of August 2017 at 8:00 p.m. in the Village Hall, in the Village of Perry, New York at a regular board meeting.

The Village of Perry proposes to authorize the appropriating moneys from the Repair Reserve Fund to the Capital Projects Fund up the amount \$68,500 for the purpose of repairing the storm drainage system on S. Main Street, Washington Blvd, Competent Ave and Needham Street.

A copy of the appropriation is available for review at the Village Clerk's Office during regular office hours.

By order of the Village Board,

GAIL VOSBURG, CLERK
VILLAGE OF PERRY

**VILLAGE BOARD MEETING
8/07/17
CLERK-TREASURER REPORT**

1. Notice received – Household Hazardous Waste/Pharmaceutical Collection Program – sponsored by GLOW scheduled for Saturday, September 16, 2017 in Mt Morris, NY.

2. Vouchers:

VOUCHERS OF ALL FUNDS #180368 - #180386

General Fund	\$ 38,869.05
Water Fund	\$ 9,187.82
Sewer Fund	\$ 7,308.96
SLWC	\$ 18.60
Trust & Agency	<u>\$ 50,078.31</u>
TOTAL	\$105,462.74

VOUCHERS OF ALL FUNDS #180387- #180494

General Fund	\$111,065.26
Spec. Grant Funds	\$ 5,769.29
Water Fund	\$ 14,320.75
Sewer Fund	\$ 10,442.26
Capital Projects Fund	\$ 2,547.72
Capital Sewer Project	\$ 46,070.25
SLWC	\$ 16.62
Trust & Agency	<u>\$ 1,735.50</u>
TOTAL	\$191,967.68

Vouchers were audited by Trustee Billings.

Need board permission to pay abstracts.

3. 2017-18 Village Tax collection – 88.1% of tax warrant collected as of 8/3/2017.

4. Annual Update Documents have been filed with the NYS Comptroller for the Silver Lake Watershed Commission and the Village of Perry.

5. Bonadio Group – Audits for the Village

V/Perry	\$ 12,950
Justice Court	\$ 3,700
Single Audit	\$ 2,750
Total	\$ 19,400

Board to approve/authorize Mayor to sign.

6. Budget Amendment – to account for Silver Lake Outlet Sediment/Engineering Report

Increase	A2390	Shared Joint Activity	\$ 26,073.75
Increase	A1440.4	Engineering Contractual	\$ 26,073.75

Board to approve.

7. June Treasurer's report.

MONTHLY REPORT OF TREASURER

TO THE VILLAGE BOARD OF THE VILLAGE OF PERRY:

The following is a detailed statement of all moneys received AND desbursed BY me during the month of June 2017.

DATED: August 3,2017

Gail J. Vosburg, Treasurer

	Balance 5/31/2017	Increases	Decreases	Balance 6/30/2017
A GENERAL FUND				
CASH - CHECKING	123,493.37	133,642.29	133,642.29	123,493.37
CASH - SAVINGS	47,739.93	1,568,110.17	133,369.94	1,482,480.16
CERTIFICATES OF DEPOSIT	975,944.72	46.30	-	975,991.02
PETTY CASH	50.00	-	-	50.00
SPECIAL RESERVE FIRE APPARATUS	75,040.15	3.08	-	75,043.23
SPECIAL REPAIR RESERVE	178,142.61	8.78	-	178,151.39
SPECIAL RESERVE - EQUIPMENT	248,439.47	6.13	-	248,445.60
EMPLOYEE BENEFITS ACCRD LIABIL	43,801.52	1.80	-	43,803.32
TOTAL \$	1,692,651.77	\$ 1,701,818.55	\$ 267,012.23	\$ 3,127,458.09
CD SPECIAL GRANT FUND				
CASH - CHECKING	358.23	3,504.89	3,504.89	358.23
CASH - SAVINGS	114,242.99	350.56	-	114,593.55
CASH - SAVING - LGV	-	26,423.52	16,716.65	9,706.87
CASH - HOUSING GRANT PROGRAM	-	-	-	-
TOTAL \$	114,601.22	\$ 30,278.97	\$ 20,221.54	\$ 124,658.65
CE SPECIAL GRANT FUND 2				
CASH - CHECKING	-	-	-	-
CASH - SAVINGS - NYMS GRANT	-	-	-	-
TOTAL	-	-	-	-
F WATER FUND				
CASH - CHECKING	52,180.71	89,354.26	89,354.26	52,180.71
CASH - SAVINGS	258,204.46	46,611.05	91,551.23	213,264.28
PETTY CASH	50.00	-	-	50.00
WATER RESERVE	85,147.79	5.60	-	85,153.39
TOTAL \$	395,582.96	\$ 135,970.91	\$ 180,905.49	\$ 350,648.38
G SEWER FUND				
CASH - CHECKING	50,799.93	25,534.79	25,534.79	50,799.93
CASH - SAVINGS	248,639.50	\$ 73,473.11	28,094.83	294,017.78
PETTY CASH	50.00	-	-	50.00
SEWER RESERVE	413,787.13	34.01	-	413,821.14
TOTAL \$	713,276.56	\$ 99,041.91	\$ 53,629.62	\$ 758,688.85

MONTHLY REPORT OF TREASURER

H CAPITAL PROJECTS FUND

CASH - CHECKING	1,775.70		32,403.60		32,403.60		1,775.70
CASH - SC DRAINAGE CKING	1.00		-		-		1.00
CASH - SC SAVINGS	119,431.21		-		-		119,431.21
CASH - SAVINGS - SPLASH PAD			-		-		
CASH - TEP GRANT PROGRAM	50,063.69		-		32,403.60		17,660.09
CASH - SL TRAIL STUDY	9,759.75		-		15,526.75		(5,767.00)

TOTAL \$ 181,031.35 \$ 32,403.60 \$ 80,333.95 \$ 133,101.00

HS CAPITAL PROJECT - WWTF

CASH - CHECKING	-		33,652.24		33,652.24		
CASH - SAVINGS	-		33,652.44		33,652.24		0.20

TOTAL - 67,304.68 67,304.48 0.20

JA SILVER LAKE WATERSHED

CASH - CHECKING	118.91		59.23		59.23		118.91
CASH - SAVINGS	42,497.53		5,201.78		59.23		47,640.08

TOTAL \$ 42,616.44 \$ 5,261.01 \$ 118.46 \$ 47,758.99

TA TRUST & AGENCY

CASH - CHECKING	140,975.04		120,513.77		109,940.34		151,548.47
CASH - SAVINGS- SURETY FEE	713.32		0.03		-		713.35
CASH - CHALK ART FESTIVAL	-		-		-		
CASH - SAVINGS - P&R IMPROVE	0.11		-		-		0.11

TOTAL \$ 141,688.47 \$ 120,513.80 \$ 109,940.34 \$ 152,261.93

TOTAL ALL FUNDS \$ 3,281,448.77 \$ 2,192,593.43 \$ 779,466.11 \$ 4,694,576.09

STAFF REPORT

From: Matthew Jensen
To: Mayor Hauser & Village Trustees
Date: August 7, 2017
Re: Board Meeting Agenda



The following items will be discussed as part of the Village Administrator's report:

- **Work Order Process** – The Village is implementing a work order process for tracking and statistical practices. As a general rule, requests for work and needs should be submitted through either the Village Administrator or the Clerk's Office. A work order form (attached) will be completed and issued to the appropriate department. Once completed, work orders will be returned with actions recorded on the form.
- **County Shared Services** – The County Shared Services report has been approved on July 27th and submitted to the State for consideration. The Village did not have substantial contributions that were recordable according to the Governor's guidelines and due to the short turnaround schedule. There are several items that should be explored for next year's process.
- **Building Improvement Loan Program** – Meetings are being held to review final determination on process for BIL program. One application is in and needs to be reviewed. Confirmation of review committee composition is required with one Trustee being designated and another individual to serve along Brian Bieger.
- **Stormwater System Issues** – Work continues to address the issues with incidental flooding during torrential downpours. Locations not included in current projects include Lake Street and Watkins/Benedict Streets. Lake Street has had lines cleared but will need system improvement in the near future. Watkins/Benedict Street has received initial exploration but will receive additional attention once the Leicester/Covington paving project is completed.
- **South Main Street Drainage Project** – Have received the contractor signed documents. Awaiting attorney and insurance approval in order to have Mayor Hauser sign contract documents.
- **Village Administrator Meetings**– Meetings were held with the following organizations:
 - R.S. Maher – Meg Keeves
 - 6ixr – Craig Spangler
 - Hot Dawgz – Richard Muolo
 - Birchwood resident – Lydia Lonsberry
 - Clark Patterson Lee – Weekly conference calls

WORK ORDER REQUEST FORM

VILLAGE OF PERRY

46 North Main Street, Perry, New York 14530

(585) 237-2216; fax (585)237-5975

Name: _____ Date: _____

Department: _____ Phone: _____

Location: _____ Urgent: yes no

Description of Work Order Requested:

-----*Office Use Only*-----

Description of work completed and materials used:

Completed By: _____ Dated: _____