

**VILLAGE OF PERRY
VILLAGE BOARD MEETING
SEPTEMBER 18, 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 18th day of September 2017.

PRESENT:	Rick Hauser	Mayor
	Jacque Billings	Trustee
	Dariel Draper	Trustee
	Eleanor Jacobs	Trustee
ABSENT:	Bonnie Matson	Trustee
ALSO PRESENT:	Matt Jensen	Village Administrator
	Gail Vosburg	Village Clerk
	Michael Grover	Chief of Police
	Ed Koziel	Supt. Department of Public Works
	Renee Koziel	Park Maintenance Supervisor
GUESTS:	Dick Barth	Mary Syberg
	Bill Bark	

Mayor Hauser called the meeting to order at 7:30 pm and led in the pledge to the flag.

MINUTES

September 5, 2017 minutes approved – Motion by Trustee Jacobs, seconded by Trustee Billings to approve the minutes with 2 minor corrections. Motion carried with all voting aye.

PUBLIC COMMENT

No one from the public spoke

GUEST

Dick Barth was present to discuss the Perry Community Band's Community Arts Grant application for funds from the Arts Council of Wyoming County. Mr. Barth gave a brief history of the band. They currently play three venues with an average of 40-45 members at each one. Members are from the surrounding communities, not just Perry and are all volunteers. They are seeking \$3,000 in grant funds to support musician's fees, script writing services, marketing and advertising costs, general operating expenses and the purchase of sheet music for their concerts. As the Village is their fiscal sponsor, Mr. Barth is seeking permission from the Village to submit the grant application on behalf of the Perry Community Band.

Perry Community Band CAG application approved for submission – Motion by Trustee Billings, seconded by Trustee Jacobs, to approve the application on behalf of the Perry community Band and to act as the fiscal sponsor. Motion carried with all voting aye.

POLICE DEPARTMENT REPORT

Chief Grover reviewed the activity for the month of August:

- Total calls 391
- Domestic 5
- Vehicle Accidents 5
- Gallons of Gasoline used 390
- Value of Stolen Property/larceny \$ 1,150
- Loss Due to Mischief \$ 1,250
- Value of recovered property \$ 350
- Summons issued 97
- Arrested persons 13
- Number of vehicles past speed sign 101,774
- Highest speed 68 mph

Chief Grover commended Officers Smith and Hope for their quick work catching individuals that were taking items from unlocked vehicles. The owners were able to get most of their belongings back.

The new radar sign is up on North Center Street near Rite Aid. There should be data beginning next week.

Police Department Report approved – Motion by Trustee Billings, seconded by Trustee Draper, to approve the police department report as presented. Motion carried with all voting aye.

PARKS & RECREATION REPORT

Park Maintenance Supervisor Renee Koziel gave the following report:

- Splash Park is now set to Fall Hours
- Senior Citizen bus trip is September 21st
- Bees were removed from the Skate Cabin
- Mulched & weeded landscaped areas
- Some flower baskets on Main Street have been removed
- Rochester Lady Lions have submitted a facilities use form for June 1,2,3, 2018

Parks & Recreation Report approved – Motion by Trustee Jacobs, seconded by Trustee Draper, to approve the parks & recreation report as presented. Motion carried with all voting aye.

DEPARTMENT OF PUBLIC WORKS

Supt. of DPW Ed Koziel gave the following report:

- CDBG Drainage project on S Main/Needham St began on September 11th
- Crosswalks have been painted
- Watkins Ave drainage issue has been fixed – all catch basins working – including Benedict St

- Sidewalk work continuing on Covington St
- Water leak on Grove St was repaired

DPW report approved – Motion by Mayor Hauser, seconded by Trustee Billings, to approve the DPW report as presented. Motion carried with all voting aye.

CLERK/DEPUTY TREASURER REPORT

Vouchers approved for payment – Clerk Vosburg presented the following vouchers for payment:

Vouchers #180694 – 180786

General Fund	\$ 67,384.92
CD Spec Grant Fund	\$ 2,824.85
Water Fund	\$ 16,001.01
Sewer Fund	\$ 10,819.05
Trust & Agency Fund	<u>\$ 55,324.57</u>
TOTAL	\$152,354.40

Trustee Draper has audited the vouchers. Motion by Trustee Jacobs, seconded by Trustee Billings, that all vouchers are ordered to be paid.

Budget Amendment – SRO – approved – Motion by Trustee Billings, seconded by Trustee Draper, to approve the following budget amendment to reflect the SRO agreement with Perry Central School:

Increase	A 2389.B	SRO	\$ 20,000
Increase	A3120.12	P/T Officers	\$ 20,000

Motion carried with all voting aye.

ADMINISTRATOR REPORT

Administrator Jensen reported on the following:

BIRCHWOOD ACRES WATER IMPROVEMENTS

Two (2) options were presented for the water improvements in Birchwood Acres: repair services (\$115,000) and main line replacement (\$240,000). Administrator Jensen recommends that the Village repair the services with the funding source being \$15,000 from the water reserve and \$100,000 from the fund balance in the water fund. It was discussed to design and bid over winter with construction to begin in the spring.

VILLAGE STRATEGY RETREAT

A strategy retreat is being planned by staff to provide staff and trustees an opportunity to formulate long-term goals and strategies. This will be held in November at a site to be determined.

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

OLD BUSINESS

NY MAIN ST PROGRAM

Most of the property owners have signed agreements for their projects. Administrator Jensen is working on the street scape.

RESTORE NY PROGRAM

There is another round of funding for the Restore NY Program. Letters of intent are due in early October. Mayor Hauser is working to with developers to see if there is any interest in the program.

WEBSITE

Draft layouts of each department page are being worked on.

COMMITTEE REPORTS

Public Safety - Nothing to report.

Public Works – Trustee Jacobs received a notice from several residents requesting that the Village pave the roadway in the Village Park.

Recreation & Resources – A meeting with Perry Central School will be scheduled to discuss the tennis courts.

Office – Administrator Jensen will be doing the next newsletter.

Planning – Nothing to report. ZO Roberts will be asked to come to a meeting in October for the quarterly update.

NEW BUSINESS

No new business report.

Motion to adjourn the meeting at 8:20 pm was made by Trustee Draper, which was seconded by Trustee Billings. Motion carried with all voting aye.

Gail I. Vosburg

Gail I. Vosburg
Village Clerk

VILLAGE OF PERRY
BOARD MEETING AGENDA
September 18, 2017

1. Call Meeting to order at 7:30 p.m.
2. Pledge to flag.
3. Minutes
 - September 5, 2017 Regular Board Meeting
4. PUBLIC COMMENT
 - Dick Barth – Perry Community Band – ACWC grant
5. Police Department Report
6. Parks & Recreation Report
7. DPW Report
8. Fire Department Report
9. Clerk Report
10. Administrator Report
11. Old Business
 - NY Main Street Program
 - Zoning Law update
 - Restore NY Program
 - Letchworth Gateway Villages Program
 - Website
 - Tree Board
12. Committee Reports
 - Public Safety
 - Public Works
 - Recreation & Resources
 - Office
 - Planning
13. New Business
14. Executive

MEETING ATTENDANCE SIGN-IN

MEETING DATE: September 18, 2017

COMMITTEE/BOARD: Village Board Meeting

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

1	<u>Chief Grover</u>	21	_____
2	<u>Edward J. Koziel</u>	22	_____
3	<u>Kenneth M. Koziel</u>	23	_____
4	<u>Dick Barth</u>	24	_____
5	<u>Mary Sue</u>	25	_____
6	<u>Bill Burk</u>	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	_____

**PERRY POLICE DEPARTMENT
2017 REPORT**

	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Total Calls	265	276	359	326	329	375	333	391					2654
Domestics	11	3	7	4	12	7	6	5					55
Vehicle Accidents (vehicle injury)	1	2	5	3	0	9	4	5					29
	0	0	0	0	0	2	0	2					4
Gasoline	472	407	436	408	426	420	418	390					3377
Value of Stolen Property/larceny	\$580	\$2,740	\$172	\$4,162	\$1,588	\$1,010	\$1,430	\$1,150					\$12,832
Loss Due Mischief	\$140	\$45,000	\$200	\$0	\$1,700	\$66,600	\$0	\$1,250					\$114,890
Value of Recovered Property	\$300	\$50	\$0	\$20	\$500	\$420	\$0	\$350					\$1,640
Summons Issued	26	62	66	89	56	78	67	97					541
Arrested Persons	14	12	9	12	9	12	14	13					95
Misdemeanor (counts)	15	11	14	13	4	12	18	21					108
Felonies (counts)	1	2	0	3	4	1	4	0					15
Violation (counts)	2	2	4	2	3	5	2	13					33
Bench Warrants	2	3	1	2	1	1	2	1					13
MHA Arrest							4	2					6

**PARKS & RECREATION
AGENDA
SEPTEMBER 18, 2017**

1. Splash park program set to Fall hours
2. Senior bus trip is Thursday, September 21st
3. Bees were removed from Skate Cabin September 8th, so renovations can be completed.
4. Downtown:
 - Medians were weeded
 - Trees were weeded and mulched
 - With DPW - Memorial Park was pruned, weeded and mulched
5. With DPW – Covington Street was mulched
6. With DPW – Covington Street by Bowling Alley, planted tree
7. Started to weed, mulch and restaked 25 CPP tree plantings
8. Rainy days – decorations have been checked
9. Continue to water flowers, medians and tree committee trees
10. Continue mowing and have pavilion rentals every weekend
11. Continue to mulch Village park trees
12. Have 2 interested parties in purchasing a sponsored bench
13. Usage Form Approval: Rochester Lady Lions June 1, 2, 3, 2018

**DPW AGENDA
SEPTEMBER 18, 2017**

1. Drainage Project started September 11th – going smooth
2. New MPH Sign installed N. Center Street in front of Rite Aid
3. All crosswalks painted
4. All streets swept with street sweeper
5. Watkins Avenue drainage is fixed, all catch basins working including Benedict Street
6. Covington Street still working on sidewalks
7. Planted one new tree
8. Found water leak on Grove Street – fixed main break

UPCOMING PROJECTS

1. Will continue to work on finishing Covington, Leicester and Church Street
2. Planting trees

**VILLAGE BOARD MEETING
9/18/17
CLERK-TREASURER REPORT**

1. Vouchers:

VOUCHERS OF ALL FUNDS # 180694 - #180786

General Fund	\$ 67,384.92
CD Spec Grant Fund	\$ 2,824.85
Water Fund	\$ 16,001.01
Sewer Fund	\$ 10,819.05
Trust & Agency	<u>\$ 55,324.57</u>
TOTAL	\$ 152,354.40

Vouchers were audited by Trustee Draper.

Board approval to pay vouchers.

2. Amend Budget – to account for School Resource Officer

Increase	A2389.B	SRO	\$ 20,000
Increase	A3120.12	P/T officers	\$ 20,000

Board to approve budget amendment.

ADMINISTRATOR REPORT

From: Matthew Jensen

To: Mayor Hauser & Village Trustees

Date: September 18, 2017

Re: Board Meeting Agenda



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

- ***Birchwood Acres Water Improvements*** – Attached, please find a breakdown of funding options for the Birchwood Acres Water Improvement project. It is proposed that the Village proceed with pursuing engineering plans and contract services for Alternate #1 – Service Repair per Chatfield's recommendation with Funding Option #2.
- ***Village Strategy Retreat*** – Staff is working on dates for a strategy retreat meeting for the Board. This meeting will be held off-site and will provide staff and Trustees an opportunity to formulate long-term strategies and goals in a workshop format. Proposed dates are during the week of November 13th-17th or November 27th- December 1st.
- ***Village Audit*** – The Bonadio Group was here from September 11th to 15th. There are a few details still being pursued. Two minor items of concern include delinquent status of Old School Development loan and a missed payroll adjustment for a single employee. Staff is working on process for the first and has already resolved the second issue. Audit presentation to the Board is scheduled for November 6th.
- ***South Main Street Drainage Project*** – Construction has begun along Needham Street. DOT Permit is pending. Completion by November 27th.
- ***Village Administrator Meetings***– Meetings were held with the following individuals & organizations:
 - Herbie Carr – South Main Street Easement Issues
 - Troop 45 Scout Committee – Status of Scout Cabin
 - Jason Schwartz, Bernard P. Donegan – WWTF Funding
 - Clark Patterson Lee – WWTF Project

Birchwood Acres Funding Options

Funding Sources

Water Reserve \$85,000
Fund Balance \$295,000

Alternate 1 - Repair Services - \$115K

Option 1 - Full Use of Fund Balance
 \$115,000 Fund Balance

Option 2 - Full Use of Existing Funds
 \$15,000 Water Reserve
 \$100,000 Fund Balance

Option 3 - Short Term Debt
 \$40,000 Reserve Fund/Fund Balance
 \$75,000 BAN - \$15K per year over 5 years

Alternate 2 - Main Line Replacement - \$240K

Option 1 - Full Use of Existing Funds
 \$85,000 Reserve Fund
 \$155,000 Fund Balance

Option 2 - Short-term Debt
 \$40,000 Reserve Fund/Fund Balance
 \$200,000 BAN - \$40K per year over 5 years

Option 3 - Mixed use of Funds & Loans
 \$40,000 Water Reserve
 \$100,000 Fund Balance
 \$100,000 BAN - \$20K per year over 5 years