

**VILLAGE OF PERRY  
VILLAGE BOARD MINUTES  
August 19, 2019**

A regular board meeting of the Village of Perry was held at the Village Hall, 46 North Main Street, Perry, New York at 7:30 pm on the 19<sup>th</sup> day of August 2019.

PRESENT:	Rick Hauser	Mayor
	Jacque Billings	Trustee
	Dariel Draper	Trustee
	Eleanor Jacobs	Trustee
	Arlene Lapiana	Trustee

ALSO PRESENT:	Matt Jensen	Village Administrator
	Gail Vosburg	Village Clerk

Guests: Nicole Manapol

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

**BOARD MEETING MINUTES**

**July 15, 2019 Regular Board Meeting minutes approved** – Motion by Trustee Jacobs, seconded by Trustee Draper, to approve the minutes from the July 15, 2019 Regular Board meeting. Motion carried with the following vote:

Ayes	4	Hauser, Draper, Jacobs, Lapiana
Nays	0	
Abstain	1	Billings

**August 5, 2019 Regular Board Meeting minutes approved** – Motion by Trustee Jacobs, seconded by Trustee Draper, to approve the minutes from the August 5, 2019 Regular Board meeting. Motion carried with the following vote:

Ayes	4	Hauser, Draper, Jacobs, Lapiana
Nays	0	
Abstain	1	Billings

**PUBLIC COMMENT**

Tracey Borek – Gardeau Street – discussed her concerns over the heavy truck traffic on Gardeau Street. She feels that there has been an increase in traffic over the last ten years and is concerned about the wear and tear to the streets, which may require many taxpayer dollars to repair. The trucks travel by her home all day long, as close as five minutes apart. Ms. Borek suggested that the trucks could use county and state roads rather than the village streets.

Richard Barth – Covington Street – has some of the same concerns with the trucks that travel down Covington Street, especially the manure trucks. The smell descends on the neighborhood during the days that the trucks pass by. He has noticed the increase in traffic

volume over the past 14 years and feels that the value of his property has decreased. He suggested that the residents, farmers and village officials meet to work on a sensible solution.

April & Charlie Pelton – Euclid Ave – expressed their concern with access to the public beach after the improvement project is completed. Streets in the area are extremely narrow and they feel the increase in traffic could cause hazardous conditions.

Thomas Hall – Lake Ave – asked who would block off the ROW to vehicles between Euclid Ave and the public beach. He is not in favor of blocking this access to the beach. He asked that something be done with the residents that run golf carts and ATV's down the streets. Mayor Hauser said the ROW will be used for handicap parking and will allow access for emergency vehicles, in case of an emergency; however, there will be no through traffic from the ROW to Walker Road.

Mary Jane Halstead – Lake Ave – advised the board of a manhole that is below grade and residents have to swerve to miss it, making this a safety concern. Residents were told that the fire department was involved in the design of the improvements and will be able to have access in case of a fire in that area.

## **PRESENTATIONS**

### **VILLAGE TREE INVENTORY STUDY – ART TAVER WITH WENDEL**

Art Tavers gave a summary of the Village wide Tree Inventory Study. He stated that overall, the Village is in good shape. He noted that tree maintenance has been going on and suggested that we plant more trees than we remove. There was a period of time that there were no new tree plantings. There will be a public meeting upcoming in September so the public will be able see the complete study. This tree inventory, along with a tree management plan, can be used towards applying for grant funds that would be for tree maintenance.

### **WINDOW REPLACEMENT – 59-61 S MAIN STREET**

Administrator Jensen is requesting board approval for the replacement of two large pane glass windows at the property located at 59-61 S Main Street that the Village obtained. An estimate for the window replacements was obtained from Robb's Glass at a cost of \$1,604. Two options were presented to cover the expense, as it was not part of the budget: transfer funds from contingency or use funds from the BIL program. The Mayor proposed adding a new component to the BIL program allowing Village use.

**Expenditure for windows from BIL program approved** – Motion by Mayor Hauser, seconded by Trustee Draper, to approve the quote from Robb's Glass for the two new windows at 59-61 S Main Street and modify the BIL program to allow the Village use of funds, subject to reimbursement from the sale of village properties. Motion carried with all voting aye.

### **CONTRACT FOR ELECTRIC VEHICLE CHARGING STATION**

Administrator Jensen reported that the Village qualified for a \$8,000 grant from NYSERDA to install an Electric Vehicle Charging Station. We would be required to maintain the station on a commercial cloud plan for five years to help facilitate and track use. Several sites were discussed and a location near the back corner of the Festival Plaza was selected. It is a

central location that could tap into an existing Town of Perry electric meter. The Town approved moving forward with an MOU to allow the charging station and use of the electric meter. The project costs are: charging station from Charge Point \$8,283, electrical work \$1,000; and \$920 for a prepaid discount on the commercial cloud plan. This is a reimbursable grant. The Mayor said that PMSA may be interested in contributing \$1,000 towards the project.

**Electrical Charging Station contract awarded** – Motion by Trustee Jacobs, seconded by Trustee Lapiana, to award the contract for the Electrical Charging Station to Plug In Stations Online at a cost of \$8,283. Motion carried with all voting aye.

#### **WEBSITE MAINTENANCE CONTRACT**

Little Hive was contracted to redesign and implement a website for the Village that was completed. A maintenance contract was presented by no action was taken at the time of the website rollout. There was 31.75 additional hours of work done after the rollout that was required for additional website development and testing platforms that were not part of the original contract for the website design. Administrator Jensen recommends that the Village purchase a 50 hour block of time at a discount rate of \$85 per hour. The amount budgeted is \$1,500, leaving a shortage of \$2,750. It was recommended that this be transferred from contingency to cover the additional cost.

**Little Hive Website Maintenance Contract approved** – Motion by Trustee Billings, seconded by Trustee Draper, to approve the website maintenance contract with Little Hive and purchase a 50 hour block of time at a rate of \$85 per hour. Motion carried with all voting aye.

**Budget Transfer approved** – Motion by Trustee Billings, seconded by Trustee Draper, to approve the transfer of funds in the amount of 42,750 from Contingency (A1990.4) to Village Hall Network (A1620.41) to cover the difference in the website website maintenance contract. Motion carried with all voting aye.

**Little Hive outstanding invoice approved** – Motion by Trustee Billings, seconded by Trustee Lapiana, to approve applying the outstanding invoice (#721) from Little Hive - 31.75 hours from the 50 hour block of time in the website maintenance contract. Motion carried with all voting aye.

#### **SEWER SMOKE TESTING**

Administrator Jensen presented a proposal from MRB Group to perform a Sanitary Sewer Collection system Smoke Test Study. This study was anticipated and is in the sewer budget. The purpose is to identify sources of inflow and infiltration. The cost for MRB Group to do the smoke testing is not to exceed \$28,500.

**MRB Group Contract for Smoke Testing approved** – Motion by Trustee Jacobs, seconded by Trustee Draper, to approve the website maintenance contract with Little Hive and purchase a 50 hour block of time at a rate of \$85 per hour. Motion carried with all voting aye.

#### **UPDATE TO SEWER USE LAW**

Administrator Jensen presented a proposal from MRB Group to update the Sewer Use Law in the amount of \$7,800. The current law is outdated and there are several issues that are not if the law that will impact the operation and maintenance of our system. Bill Davis from MRB believes that the cost to update the law can be rolled into the current WWTP project.

**MRB Group proposal to update Sewer Use Law approved** – Motion by Trustee Jacobs, seconded by Trustee Lapiana, to approve MRB Group’s proposal to update the Sewer Use Law for a cost of \$7,800. Motion carried with all voting aye.

**WATER PLANT CLARIFIER EVALUATION**

Administrator Jensen presented an updated proposal from Graver Water System for an inspection and evaluation of the Water Treatment Plant’s primary clarifier system. This would provide options for repairs and improvements to extend its usefulness. We anticipate working on an update to the Water Treatment Plant in three – five years.

**Graver Water System evaluation & inspection proposal approved** – Motion by Trustee Jacobs, seconded by Trustee Draper, to approve the proposal from Graver Water System for an evaluation and inspection of the clarifier system at the water plant. Motion carried with all voting aye.

**BOARD RETREAT**

Administrator Jensen said a new date had been proposed for the board retreat this fall to that the full board can be involved. The new date is October 29<sup>th</sup> with the retreat being held at the Firemen’s Building at the Village Park.

**FULL TIME DEPUTY CLERK POSITION**

Administrator Jensen is requesting permission to fill a full time deputy clerk position that has been vacated due to a recent resignation as this is a crucial position in the front office.

**Authorization to hire full-time deputy clerk approved** – Motion by Trustee Lapiana, seconded by Trustee Jacobs, to authorize the filling of a full time deputy clerk position. Motion carried with all voting aye.

**CLERK/DEPUTY TREASURER REPORT**

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

Vouchers # 200554 - # 200662

General Fund	\$131,645.97
Spec Grant Fund	\$ 17,402.54
Water Fund	\$ 10,401.38
Sewer Fund	\$ 15,324.64
SLWC	\$ 146.11
Trust & Agency	<u>\$ 54,448.00</u>
Total	\$229,368.64

Trustee Lapiana has audited the vouchers. Motion by Trustee Billings, seconded by Trustee Draper to approve payment of the vouchers as presented. Motion carried with all voting aye.

**Resignation of Heather Bellinger, Deputy Clerk accepted** – Motion by Trustee Jacobs, seconded by Trustee Billings, to accept the resignation of Heather Bellinger, Deputy Clerk, with regrets, effective August 23, 2019. Motion carried with all voting aye.

The management letter from Bonadio Group to conduct the audit of the financial statements was presented.

Notice was received that the VFW is renewing their liquor license.

**Clerk/Deputy Treasurer Report approved** – Motion by Mayor Hauser, seconded by Trustee Billings to approve the Clerk/Deputy Treasurer report. Motion carried with all voting aye.

**Department Head Reports**

The following department head reports were presented:

Department of Public Works  
Water & Sewer

**Trustee Reports**

Trustee Jacobs reported on items from the DPW Committee meeting:

- Lead Service Line Replacement Grant
- Sludge Drying – cost to run electric to the WWTF storage facility building is an estimated \$50,000.

Trustee Billings reported that the Perry Fire Department is working on a priority plan for truck replacement.

Trustee Jacobs updated the board on the county dredging meeting. If the DEC approved the sampling plan, the samples will be taken this fall with the intent to apply for a grant next year. There is not a cost estimate for the sampling that will have to be done at the north end of Silver Lake and in the wetland area. Hopefully the sludge material will match the material in the wetland area.

Motion to adjourn the meeting at 9:07 pm was made by Trustee Draper, seconded by Trustee Billings and carried with all voting aye.

*Gail I. Vosburg*

Gail I. Vosburg  
Village Clerk