

**VILLAGE OF PERRY  
VILLAGE BOARD MINUTES  
APRIL 6, 2020**

A regular virtual meeting of the Village of Perry Board of Trustees was held through live video conferencing on the 6<sup>TH</sup> day of April 2020 at 7:30 pm and that pursuant to Governor Andrew Cuomo’s Executive Order 202.1 dated March 7, 2020, said meeting was broadcast live and the public had ample notice of when and how to access the video conference.

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:	Lorraine Sturm	Brenda Kelly
	Bill Bark	Nicklas Strollo

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

**PUBLIC COMMENT**

No one from the public spoke.

**MINUTES**

**Minutes approved** – Motion by Trustee Billings, seconded by Trustee Lapiana, to approve the following minutes:

- February 18, 2020 Regular Meeting
- February 24, 2020 Special Meeting
- March 2, 2020 Regular Meeting
- March 16, 2020 Regular Meeting

Motion carried with all voting aye.

**PRESENTATIONS**

**COVID 19 IMPACT ON THE VILLAGE**

**Public Beach**

Administrator Jensen announced that the Public Beach Improvement Project is non-essential and work has stopped. An exemption to continue the construction work can be submitted for by the contractor as they would like to continue to work. Don Roberts, Wyo. C. Buildings & Codes, has been designated by NYS as the local enforcement of the NY PAUSE effort.

**TAP – Silver Lake Trail**

There will be a steering committee meeting on April 13<sup>th</sup>. The planned public meeting for April 22<sup>nd</sup> at the Perry School has been delayed.

### **Village Operations**

DPW employees are working on alternating weekly shifts. The Village Clerk's Office has been shut down temporarily during the hours of 12 pm to 1 pm. It was noted that customers can still pay their bill by placing their payment in the drop box in the hallway outside the office.

### **Late Fees for water/sewer charges**

Administrator Jensen asked the board to consider waiving late fees for water and sewer bills that are due March 31<sup>st</sup>.

**Late fees waived** – Motion by Trustee Billings, seconded by Trustee Lapiana, to waive late fees for water and sewer bills that are due March 31, 2020. Motion carried with all voting aye.

Trustee Billings asked if the Village should take down the swings and take a more aggressive approach to restricting use at the park. Administrator Jensen replied that signs at the park inform users that the Village is not sanitizing any equipment and encourages them to do so. Trustees feel that as long as signs indicate that we are not sanitizing, people should be able to use the park.

### **ITEMS DECLARED SURPLUS FOR DISPOSAL**

**Items declared surplus for disposal and auction** – Motion by Trustee Draper, seconded by Trustee Billings, to declare the following items as surplus and disposal at auction:

- 1954 Ingersoll Rand air compressor
- 5hp Honda engine
- 1 ¼ ton stone roller
- Wacker jumping jack tamper
- Pneumatic jack hammer for midsize-excavator
- 1989 JCB 4x4 backhoe (sewer plant)
- Kubota tractor (village park)
- Miscellaneous shop parts (filters, small wire feed welder, etc.)

Motion carried with all voting aye.

Motion by Mayor Hauser at 8:00 pm to open the public hearing on the 2020-2021 Village Budget. Motion carried with all voting aye.

### **2020-2021 VILLAGE BUDGET**

Mayor Hauser stated that nothing has changes from the discussion on the tentative budget at the last board meeting. Administrator Jensen anticipated leaving the public hearing open until the April 20<sup>th</sup> board meeting due to the COVID 19 virus. Questions, if received, would be distributed as soon as we receive them.

Lorraine Sturm asked is we were anticipating any changes to the budget due to the Coronavirus (i.e. sanitizing, PPE, etc.) Administrator Jensen said that so far, it has not been a large monetary expense. His concern is over the revenue of the property taxes.

Regular meeting continued...

**PROPOSED SWIMMING POOL DRAINAGE ORDINANCE**

A draft proposal for a swimming pool drainage ordinance was presented as there is nothing in our current village laws that address this issue. The proposed law stated that the pools must drain into a storm sewer or to a natural waterway, not across other people’s property. This law would be incorporated in two sections of our local laws, property maintenance and sewer use. The next step would be to schedule a public hearing on the proposed local law.

**CONSIDERATION OF USDA LOAN FOR AERIAL LADDER FIRE TRUCK PURCHASE**

Administrator Jensen reported on the conference call to discuss the consideration of a loan through the USDA for the aerial ladder fire truck. There is a loan program available that could cover this purchase (exactly like the program we utilized for the snow plow truck). There is a possibility of a small grant with this loan, in the range of \$50,000. Interest rate for the \$510,000 loan is an estimated 2.3% at a term of either 9 or 10 years, depending on when the truck came into service. Estimated annual payments are at \$52,000. There is considerable paperwork to complete the loan application but Clerk Vosburg feels that this is a great opportunity for the Village to take advantage of. Administrator Jensen asked for the board to authorize the submission of a loan application to the USDA in the amount of \$510,000. The fire committee will discuss the terms of the loan and bring back a recommendation to the full board.

**USDA loan application approved for fire truck** – Motion by Trustee Jacobs, seconded by Trustee Draper, to authorize the Village to submit a loan application in the amount of \$510,000 to the USDA for the purchase of the aerial ladder fire truck. Motion carried with all voting aye.

**CDBG ADA VILLAGE HALL ACTIONS**

Administrator Jensen asked the board pass two resolutions on the CDBG ADA Village Hall grant concerning the environmental review.

**Certifying Officer Resolution**

**Village of Perry  
CDBG Project No. 897PF151-19  
(Village Hall ADA Improvements)  
Certifying Officer Resolution**

At a meeting of the Village Board of the Village of Perry held on the 6<sup>th</sup> day of April 2020, at the Village Hall in said Village, Trustee Jacobs moved the adoption of the following resolution; Trustee Draper seconded the motion:

**RESOLVED**, that in accordance with the National Environmental Policy Act of 1069 (NEPA) and the related authorities listed at 24 CFP Part 58, the Village Board of the Village of Perry announces its intent to conduct an environmental review of a project to construct an addition to the Village Hall for an elevator and stairway to improve accessibility within the building; and

**FURTHER RESOLVED**, that the Village Board designates Matthew Jensen, Village Administrator as the Certifying Officer, responsible for all activities associated with the environmental review process to be completed in conjunction with the NYS CDBG project number 897PF151-19.

Upon being put to a vote, the resolution was approved: Ayes 5 Nays 0 Abstain 0.

## Lead Agency Resolution

### Village of Perry Village Hall ADA Improvements (2019 CDBG Award) Lead Agency Resolution

At a meeting of the Village Board of the Village of Perry held on the 6th day of April 2020, at the Board Meeting Room in said Village, Trustee Jacobs moved the adoption of the following resolution; Trustee Lapiana seconded the motion:

**RESOLVED**, that in accordance with the New York State Environmental Quality Review regulations (SEQR), the Village Board of the Village of Perry announces its intent to serve as Lead Agency to conduct an environmental review of a project to construct an addition to the Village Hall at 46 North Main Street for an elevator and stairway to improve accessibility within the building, under Section 617.7 of the New York State Codes, Rules, and Regulations (NYSCRR); and be it

**FURTHER RESOLVED**, that the Village Board has determined that the proposed action is an Unlisted Action under SEQR; and be it

**FURTHER RESOLVED**, that the Village Board, in its capacity of lead agency, has caused to be prepared the short form Environmental Assessment Form for this project. The Village Board hereby accepts the environmental assessment of the proposed project prepared by LaBella Associates, D.P.C., dated April 2, 2020; and be it

**FURTHER RESOLVED**, that in accordance with the requirements of the funding agency, the Village Board will notify the Involved Agencies of its intent to act as Lead Agency for this project and will provide them with a copy of the short form Environmental Assessment Form. Comments regarding the Environmental Assessment and the Village's intention to assume Lead Agency status will be received from the Involved Agencies during the 30-day review period.

Upon being put to a vote, the resolution was approved: Ayes 5 Nays 0 Abstain 0.

#### **REQUEST FOR WAIVER SEWER CHARGES**

Matt Baird, 4 Lake Ave, sent a request to waive sewer charges due to a water leak. Administrator Jensen asked the board to consider waiving \$173.60 on the sewer usage due to the water not entering the sewer system.

**Waiver of sewer charges approved** – Motion by Trustee Jacobs, seconded by Trustee Draper, to approve the waiver of \$173.60 on the sewer charges for Matt Baird, 4 Lake Avenue. Motion carried with all voting aye.

#### **MAIN STREET MEDIAN LANDSCAPING PROPOSALS**

Administrator Jensen reviewed proposals for redoing the landscaping in the Main Street Medians. The original landscaping was installed in 2016 and the plantings have struggled since then due to varying factors. Three proposals were received with VersaScape, Inc. being the lowest at \$11,106.87 (including an irrigation system). They also provided an option for a maintenance agreement to maintain the medians at a cost of \$150 per month. This is

an unplanned expense which, if the board chooses to approve, funds would have to come from the unallocated fund balance. Board did not take any action.

**CONTINUING EMPLOYMENT LETTER FOR VILLAGE ADMINISTRATOR**

**Continuing Employment letter for Village Administrator approved** – Motion by Trustee Billings, seconded by Trustee Lapiana, to approve continuing employment letter for Village Administrator Matthew Jensen and authorize the Mayor to sign said letter. Motion carried with all voting aye.

**CLERK/DEPUTY TREASURER REPORT**

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

Vouchers # 201966 - # 201998

General Fund	\$110,304.54
Spec Grant Fund	\$ 5,533.01
Water Fund	\$ 25,508.46
Sewer Fund	\$ 56,443.73
Trust & Agency	<u>\$144,206.49</u>
Total	\$341,996.23

Vouchers # 20999 - # 202118

General Fund	\$ 29,865.86
Spec. Grant Fund	\$ 4,920.92
Water Fund	\$ 11,145.62
Sewer Fund	\$ 10,160.60
Cap. Projects Fund	\$ 584.36
WWTF Project	\$ 36,564.75
SLWC	\$ 29.31
Trust & Agency	<u>\$ 26,203.38</u>
Total	\$119,474.80

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

Treasurer’s reports through February were presented.

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

**TRUSTEE REPORTS**

Trustee Lapiana reported the PMO is doing a good job of following up on the junk properties. Administrator Jensen will forward the zoning department’s most recent report to all board members.

Trustee Jacobs reported on the Parks & Rec committee meeting discussion about clean sweep and the park forms.

Trustee Billings reported on the public safety committee meeting. Administrator Jensen reported that he speaks with Chief Grover on a daily basis.

Trustee Jacobs asked about the status of the BIL program remake. Mayor Hauser said that there has been some dialog between Administrator Jensen, Attorney DiMatteo and Brian Bieger. He thinks that we should wait and see what the small business needs are. Trustee Billings would like to remove herself from the BIL discussions; Trustee Jacobs volunteered to take her position.

Motion to adjourn the meeting at 9:08 pm was made by Trustee Draper, seconded by Trustee Lapiana and carried with all voting aye.

*Gail I. Vosburg*

Gail I. Vosburg  
Village Clerk