

**VILLAGE OF PERRY
VILLAGE BOARD MEETING MINUTES
JULY 6, 2021**

A 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 6th day of July 2021.

PRESENT:	Rick Hauser	Mayor
	Jacquie Billings	Trustee
	Arlene Lapiana	Trustee
	Ernie Lawrence	Trustee
ALSO PRESENT:	Samantha Pierce	Administrator
	Christina Slusser	Village Clerk
GUESTS	Lorraine Sturm	Perry Herald

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

PUBLIC COMMENT

No members of the public offered comment.
A public hearing is scheduled for 8:00 pm.

PRESENTATIONS & BOARD ACTIONS

APPROVAL OF MINUTES

Minutes were reviewed from the regular board meeting on June 21, 2021 and the special board meeting on June 28, 2021. Trustee Lapiana made a motion to approve the minutes for both dates which was seconded by Trustee Lawrence and carried.

RESOLUTION ACCEPTING RESIGNATION OF POLICE OFFICER, JAMES PRUSAK

WHEREAS, Officer James Prusak has tendered his resignation from the full-time position of Police Officer effective July 19, 2021; and

WHEREAS, Officer Prusak has served as a Police Officer since September 2018; and

NOW, THEREFORE BE IT RESOLVED, the Village of Perry Board hereby accepts the resignation of Officer Prusak and thanks him for his service to the Village of Perry and wishes him well with future endeavors.

Motion to adopt this resolution accepting officer Prusak’s resignation with regret but gratitude for his time spent in Perry was made by Trustee Billings, seconded by Trustee Lapiana, and carried with all voting aye.

RESOLUTION ACCEPTING PROPOSAL FROM MRB FOR GRANT ADMINISTRATION SERVICES

The Village was awarded an Engineering Planning Grant (EPG) for an inflow and infiltration study of up to \$30,000 which will require matching funds of 20%. MRB Group provided a proposal for grant administration services including preparation of board resolutions and contract execution forms.

WHEREAS, the Village of Perry applied for an Engineering Planning Grant for an Inflow and Infiltration Study; and

WHEREAS, the Village of Perry was awarded the grant in an amount up to \$30,000 on May 12, 2021; and

WHEREAS, MRB has provided a proposal for grant administration for the Engineering Planning Grant in an amount of \$2,500.00; and

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby accepts the proposal from MRB for grant administration services for an amount of \$2,500.00 and authorizes the Mayor to execute the proposal

Mayor Hauser made a motion to accept the proposal for grant administration services from MRB Group which was seconded by Trustee Billings and carried unanimously.

RESOLUTION AUTHORIZING BUDGET TRANSFERS TO THE 2020-2021 VILLAGE BUDGET

WHEREAS, the Village Administrator is proposing the following Budget Transfers to correct overspent accounts for the 2020-2021 fiscal year:

General Fund

Increase:	A1110.4 (Village Justice – Contractual)	\$175.54
Increase:	A1410.41 (Clerk- Contractual Grants)	\$1,788.00
Increase:	A1420.4 (Attorney – Contractual)	\$1,447.50
Increase:	A1440.4 (Engineer – Contractual)	\$112.00
Increase:	A1620.41 (Village Hall Network)	\$325.20
Increase:	A1620.42 (Buildings – Utilities)	\$42.23
Increase:	A1680.4 (Data Processing Contractual)	\$135.41
Increase:	A3120.4 (Police – Contractual)	\$350.03
Increase:	A3650.4 (Demo of Unsafe Bldg)	\$10,596.36
Increase:	A5110.4 (Street Maintenance – Contractual)	\$290.15
Increase:	A5132.4 (Garage – Contractual)	\$1,007.00
Increase:	A5132.42 (Garage Utilities)	\$6.00

Increase: A5410.4 (Sidewalks – Contractual) \$720.00
 Increase: A8510.4 (Comm Beautification – Contractual) \$169.99
 Decrease: A5112.2 (Perm Improvements – Streets) \$17,165.41

Increase: A3410.4 (Fire Department – Contractual) \$85.84
 Decrease: A3410.41 (Fire Department – Training) \$85.84

Water Fund:

Increase: F1440.4 (Engineer – Contractual) \$772.00
 Increase: F8320.41 (Source of Supply Power – Utilities) \$266.07
 Decrease: F8320.4 (Source of Supply Power – Contractual) \$1,038.07

Sewer Fund:

Increase: G8130.41 (Sewage Treatment – Utilities) \$6.00
 Decrease: G8130.4 (Sewage Treatment – Contractual) \$6.00

; and

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby authorizes the Village Administrator to make the above budget transfers for the 2020-2021 fiscal year; and

BE IT RESOLVED, that the Village Clerk shall provide a copy of this resolution to the Village Administrator.

Trustee Lapiana made a motion to adopt this resolution which was seconded by Trustee Lawrence and carried with all voting aye.

RESOLUTION AUTHORIZING ENCUMBRANCE OF FUNDS FROM THE 2020-2021 ADOPTED VILLAGE BUDGET TO THE 2021-2022 ADOPTED VILLAGE BUDGET

WHEREAS, the Village of Perry Board of Trustees has adopted the 2020-2021 Village of Perry budget with certain appropriations relating to projects or orders that have begun in the 2020-2021 fiscal year but will continue into the 2021-2022 fiscal year; and

WHEREAS, the inspection of the clear well at the Water Treatment Plant was put on hold due to the pandemic and services were not able to be provided until June 2021; and

WHEREAS, it is necessary to encumber appropriations from the 2020-2021 Village of Perry budget into the 2021-2022 Adopted Village Budget for the items identified below:

Description	Amount to Encumber	2020-2021 Budget Account	2021-2022 Budget Account
Water Treatment Plant Clear Well Excavation	\$5,569.92	F8320.4	F8320.4

NOW, THEREFORE BE IT RESOLVED, the Village of Perry Board of Trustees hereby directs the appropriations identified above be encumbered for the purposes herein specified and authorizes the Village Administrator to make the associated journal entries; and

BE IT FURTHER RESOLVED, that Village Clerk shall provide a copy of this resolution to the Village Treasurer.

Motion was made by Trustee Lawrence to encumber funds for the WTP excavation as explained above. The motion was seconded by Trustee Lapiana and carried unanimously.

RESOLUTION APPROVING PAYMENTS FOR WASTEWATER TREATMENT PLANT PROJECT

Pay applications have been reviewed by engineers of MRB Group. Jeff Boorsma of MRB Group has been onsite at the Wastewater Treatment Plant often and the Administrator and Village Clerk took a tour of the plant today to check out the progress of construction.

WHEREAS, the Village Clerk has received pay apps from contractors for the Waste Water Treatment Plant Project; and

WHEREAS, Pay App #1 was received from the General Contractor on the project, Crane-Hogan Structural Systems, Inc., in the amount of \$723,914.25; and

WHEREAS, Pay App #1 was received from the HVAC Contractor on the project, John W. Danforth Company, in the amount of \$3,990.00; and

WHEREAS, Pay App #1 was received from the Plumbing Contractor on the project, Crosby-Brownlie, Inc., in the amount of \$2,527.00; and

WHEREAS, Pay App #1 was received from the Electrical Contractor on the project, M. W. Controls Service, Inc., in the amount of \$21,356.95; and

NOW, THEREFORE BE IT RESOLVED, that the Perry Village Board of Trustees hereby approves the following payments for Pay App #1 and directs the Village Clerk to submit a voucher for payment:

Crane-Hogan Structural Systems, Inc.	\$723,914.25
John W. Danforth Company	\$3,990.00
Crosby-Brownlie, Inc.	\$2,527.00
M.W. Controls Service, Inc.	\$21,356.95

Trustee Lapiana made a motion approving the pay applications for the four contractors working on the Wastewater Improvement Project Phase II. The motion was seconded by Trustee Lawrence and carried with all voting aye.

RESOLUTION ACCEPTING PROPOSAL FROM LITTLEHIVE, LLC FOR PHOTOGRAPHY BUDGET

WHEREAS, the Village of Perry contracts with littleHive, LLC for the photography licensing for the Village’s website; and

WHEREAS, littleHive, LLC is requesting a replenishment of \$500.00 for the photography budget for the Village’s website; and

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby accepts the proposal from littleHive, LLC for replenishment of the photography budget in an amount of \$500.00 and directs the Village Clerk to prepare a voucher for payment to be paid from account A1620.41.

Trustee Billings made a motion to pass the resolution approving the proposal from littleHive, LLC which was seconded by Trustee Lapiana and carried with all voting aye.

RESOLUTION APPROVING SUBMISSION OF A CONSOLIDATED FUNDING APPLICATION LWRP PLANNING GRANT

A proposal was received from Steve Perkins of the Wyoming County Health Department. The County is looking to apply for a grant for Local Waterfront Revitalization Planning (LWRP) and is looking for support from the Village of Perry, Town of Perry, and Town of Castile where each municipality would share the cost of the match at \$10,000 each. The County is taking the lead on grant administration and is covering the grant writing. The grant would help with the dredging project.

WHEREAS, NYS Governor Andrew Cuomo, has created ten Regional Economic Development Councils; and

WHEREAS, as part of the Regional Economic Development strategy, a unified funding process, the Consolidated Funding Application has been developed and made available to distribute grant funds to advance the preparation of strategies for community and waterfront revitalization through the preparation of a Local Waterfront Revitalization Planning Document to increase and support job creation, increased tourism, further infrastructure improvements, increase public access to outdoor recreation activities, and advance regionally significant economic development projects; and

WHEREAS, the Department of State of the State of New York has made funding available for 2021 Local Waterfront Revitalization Program Grants to assist applicants in implementing plans to community and waterfront revitalization efforts, and

WHEREAS, the following communities in the Wyoming County deem it advantageous to join together in seeking a Local Waterfront Revitalization Planning grant from the Department of State to study and develop a strategic plan to improve and protect the water quality of Silver Lake and promote sustainable economic and community

revitalization in the Towns of Perry and Castile and the Village of Perry, and

WHEREAS, the County of Wyoming will act as the lead applicant and all the other constituent municipalities consisting of the Town of Perry, Town of Castile and the Village of Perry will act as co-applicants in this application, and

WHEREAS, the application will seek \$120,000.00 in total monies, \$90,000.00 in a Department of State LWRP Planning Grant, and a pro-rated share from each from the three (3) municipalities for a total local share of \$30,000 (25% match required).

NOW THEREFORE BE IT RESOLVED, that the Village of Perry hereby agrees to act as a co-applicant with the County of Wyoming as the lead applicant for a Consolidated Funding Application LWRP Planning Grant administered by the New York State Department of State for the purposes of improving and protecting the water quality of Silver Lake and to promote sustainable economic and community revitalization in the Towns of Perry and Castile and the Village of Perry, and it is further

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby agrees that said grant will be administered by the County of Wyoming through the auspices of the Wyoming County Water Resource Agency, and it is further

BE IT RESOLVED, that the Board of Trustees hereby authorizes the Mayor to execute all necessary Grant Application Documents for submission to the Consolidated Funding Application, Department of State LWRP program.

Trustee Billings made a motion to adopt this resolution which was seconded by Trustee Lawrence and carried with all voting aye.

PUBLIC HEARING – COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

At 8:00 pm, Mayor Hauser opened the public hearing for the Community Development Block Grant (CDBG) Program. The purpose of the hearing is to hear public comments on the Village of Perry's community development needs and to discuss the possible submission of one or more CDBG grant applications for the 2021 year. No one from the public offered comment and the hearing was closed at 8:05 pm.

RESOLUTION AGREEING TO HOST THE ARTS COUNCIL FOR WYOMING COUNTY'S LETCHWORTH ARTS & CRAFTS SHOW & SALE AT THE PERRY VILLAGE PARK

WHEREAS, the Village of Perry Board of Trustees were approached by the Arts Council for Wyoming County (ACWC) to consider hosting the annual Arts and Crafts Festival at the Perry Village Park from October 9, 2021-October 11, 2021; and

WHEREAS, the Village of Perry Attorney is currently working with the ACWC Attorney to draft an agreement for review between the Village of Perry and the ACWC for said event; and

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby agrees to host the ACWC’s Letchworth Arts & Crafts Show & Sale at the Perry Village Park from October 9, 2021 – October 11, 2021; and

BE IT RESOLVED, that Village of Perry Board of Trustees will be signing the agreement subject to final revisions at their August meeting.

Mayor Hauser made a motion to adopt the resolution agreeing to host the festival noting that work is being done to finalize the draft contract. The motion was seconded by Trustee Lapiana and carried with all voting aye.

ROAD CLOSURE REQUEST BY THEATER@37

A request was received from Theater@37 to sign the Perm 33c application for the State Department of Transportation to shut down Main Street on July 15th, 16th, and 17th from 7:00pm – 8:30pm and from 2:00pm – 3:00pm on July 17th for a Storefront Theatre Festival. The purpose is to cut down on traffic noise as it would create a distraction during the festival. The request was discussed but no motion was made based on the precedent of closing Main Street for events taking place in the street (parades, Holiday DeLights), concerns for downtown businesses – the lack of time to properly notify and prepare, and lack of time and information to plan for proper road closure signs and barriers. It was also noted that it adds a certain element to the performance when street performers are able to adapt to the changes in their surroundings. The board agreed that there was not enough time or information to make a motion and therefore it was tabled.

CLERK/DEPUTY TREASURER’S REPORT

FY 2020-2021		FY 2021-2022	
Abstracts 27 & 28		Abstract 3	
Vouchers #1623-1649		Vouchers #27-91	
General Fund	\$ 22,132.25	General Fund	\$ 15,576.81
Special Grant Fund	\$ 1,167.00	Special Grant Fund	\$ 8,173.65
Water Fund	\$ 1,076.54	Water Fund	\$ 11,759.10
Sewer Fund	\$ 2,478.31	Sewer Fund	\$ 956.87
Capital Projects Fund	\$ 130.00	Capital Projects Fund	\$ 85.00
Trust & Agency	\$ 528.44	Trust & Agency	\$ 2,188.50
Silver Lake Watershed	\$ 12.08	Silver Lake Watershed	\$ -
Total	\$ 27,524.62	Total	\$ 38,739.93

Total to be paid: \$ 66,264.55

Vouchers were audited by Trustee Draper. Motion was made by Trustee Billings authorizing payment of vouchers in the amount of \$66,264.55 which was seconded by Trustee Lawrence and carried with all voting aye.

There were no department reports to review and nothing additional noted by trustees. With there being no further business, motion to adjourn the meeting was made by Mayor Hauser at 8:27 pm, seconded by Trustee Lapiana, and carried unanimously.

Respectfully submitted,
Christina Slusser, Village Clerk