

**VILLAGE OF PERRY
VILLAGE BOARD MEETING MINUTES
APRIL 4, 2022**

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 4th day of April 2022.

PRESENT:	Rick Hauser	Mayor
	Dariel Draper	Trustee
	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.

PRESENTATIONS & BOARD ACTIONS

MINUTES

Trustee Lawrence made motion to approve the minutes from the March 21, 2022 and March 28, 2022 which was seconded by Trustee Draper, and carried. Trustee Billings abstained regarding March 21st but approved the minutes for March 28th.

ORGANIZATIONAL RESOLUTIONS

The presented resolution will be amended to remove Eleanor Jacobs as a Silver Lake Watershed Representative. The Police-Community Collaborative Review Committee contains three board members and a meeting will need to be scheduled and advertised to the public.

Village of Perry Board of Trustees Organizational Meeting and Resolutions – April 4, 2022

RESOLUTION SETTING THE VILLAGE BOARD MEETING SCHEDULE

BE IT RESOLVED, that the Village of Perry Board of Trustees meetings will, throughout April 1, 2022 until March 31, 2023, be held at 7:30pm on the 1st and 3rd Mondays of each month at the Perry Village Hall. The following exceptions apply for Independence Day, Labor Day, New Year's Day, Martin Luther King Jr. Day, and Presidents Day:

- a. First July meeting will be Tuesday, July 5, 2022
- b. First September meeting will be Tuesday, September 6, 2022
- c. First January meeting will be Tuesday, January 3, 2023
- d. Second January meeting will be Tuesday, January 17, 2023
- e. Second February meeting will be Tuesday, February 21, 2023; and

RESOLVED, special workshops may be called as required and allowed by Village Law; and

RESOLVED, that the minutes of the Board meeting shall be made available to the public after approval by the board at the next regular meeting and will be posted on the Village’s website within 7 business days after approval; and

RESOLVED; that the Village Clerk is hereby directed to post the Village Board meeting schedule on the official bulletin, on the Village website and to provide a copy of the schedule to the local media.

RESOLUTION APPROVING THE APPOINTMENT OF CERTAIN OFFICIALS

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby approves the following appointments and committee assignments:

		Expires:
Deputy Mayor	Dariel A. Draper	3/31/2023
Tax Collector	Christina Slusser	3/31/2023
Village Administrator/ Treasurer/Chief Fiscal Officer	Samantha Pierce	3/31/2023
Village Clerk	Christina Slusser	3/31/2023
Deputy Village Clerk	Laura Gifford	3/31/2023
Superintendent of Public Works	Steve Deaton	3/31/2023
Acting Village Justice	Tammy Kelsey	3/31/2023
Village Attorney	David DiMatteo	3/31/2023
Registrar of Vital Statistics	Christina Slusser	3/31/2023
Deputy Registrar of Vital Statistics	Laura Gifford	3/31/2023
Zoning Officer	Donald Roberts	3/31/2023
Property Maintenance Officer	Brittni Kwecien	3/31/2023

Zoning Clerk/Secretary	Christina Slusser	3/31/2023
Fair Housing Officer	Rick Hauser	3/31/2023
Section 3 Coordinator	Samantha Pierce	3/31/2023
Silver Lake Association Liaison	Rick Hauser	3/31/2023
Silver Lake Watershed Commission Representative	Jacque Billings	3/31/2023
Letchworth Cable Access Rep.	Ernie Lawrence	3/31/2023
Perry Main Street Association	Rick Hauser	3/31/2023
Letchworth Gateway Villages Rep	Rick Hauser	3/31/2023
Tree Board Representative	Ernie Lawrence	3/31/2023
BIL Committee – Trustee	Arlene Lapiana	3/31/2023
BIL Committee – Member at Large	Eleanor Jacobs	3/31/2023
BIL Committee – Member at Large	Howard Wood	3/31/2023
Planning Board Member	Bridget Givens	3/31/2027
Planning Board Member	Todd Mack	3/31/2027
Planning Board Alternate	Dana Grover	3/31/2023
Planning Board Alternate	Terri Humberstone	3/31/2023
Zoning Board of Appeals Member	Bethany Zerbe	3/31/2027
Zoning Board of Appeals Alternate	Joe Rebisz	3/31/2023

Zoning Board of Appeals Alternate	Eleanor Jacobs	3/31/2023
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Committee Assignments:

Budget	Hauser, Billings, Draper, Lapiana, Lawrence
Public Safety (Police & Fire)	Draper, Lawrence
Public Works (DPW, Water & Sewer)	Billings, Draper
Recreation & Resources (Parks & Rec, SLWC)	Billings, Lawrence
Office (Oper., Employee Relations, Ins. Tech)	Hauser, Lapiana
Planning (Plan/Zoning, Grant & Dev., Revit.)	Lapiana, Hauser
Police-Community Collaborative Review Committee	D. Draper, E. Lawrence, J. Billings, M. Grover, G. Gentile, B. Doyle, S. Plantz, D. McLaughlin, T. McGinnis, J. Wheeler, E. Bryant, R. Lowery, D, O’Geen, N. Effman

RESOLUTION SETTING THE VOUCHER AUDITING SCHEDULE FOR 2022-2023

BE IT RESOLVED, that the Voucher Auditing Schedule is as follows:

April 2022	Lapiana
May	Lawrence
June	Billings
July	Draper
August	Lapiana
September	Lawrence
October	Billings
November	Draper
December	Lapiana
January 2023	Lawrence
February	Billings
March	Draper
April 2023	Lapiana

RESOLUTION DESIGNATING HOLIDAYS FROM APRIL 2022 TO MARCH 2023

BE IT RESOLVED, during the April 2022 – March 2023 year, the following holidays will be observed, and all Village Offices will be closed:

Memorial Day, Monday, May 30, 2022
Independence Day, Monday, July 4, 2022
Labor Day, Monday, September 5, 2022
Columbus Day, Monday, October 10, 2022
Veterans' Day, Friday, November 11, 2022
Thanksgiving Day, Thursday, November 24, 2022
Day After Thanksgiving, Friday, November 25, 2022
Christmas Day, observed on Monday, December 26, 2022
New Year's Day, observed on Monday, January 2, 2023
Martin Luther King Day, Monday, January 16, 2023
President's Day, Monday, February 20, 2023
Employees Birthday or observed on the closest scheduled workday; and

BE IT FINALLY RESOLVED, the Village Clerk is hereby directed to post the Village Board Holiday Schedule and Closings on the official bulletin and on the Village's website and to provide a copy of the schedule to the local media.

RESOLUTION DESIGNATING OF OFFICE DEPOSITORY

BE IT RESOLVED, Manufacturers and Traders Trust Company be named the official depository for the General Fund, Water/Sewer Funds, Community Development, Silverlake Watershed Commission and Capital Monies; Perry Office of the Bank of Castile be the official depository for the Trust and Agency, Payroll and Capital Monies. The Treasurer is authorized to invest Village Monies pursuant to the Village Investment policy adopted on December 7, 1992.

RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPER FOR PUBLICATIONS

BE IT RESOLVED, that the Perry Herald is hereby designated as the Official Village of Perry newspaper for publication of legal notices and the Village Clerk shall provide a copy of this resolution to the Perry Herald.

RESOLUTION AUTHORIZING PAYMENT OF BILLS FOLLOWING VILLAGE BOARD AUDIT

BE IT RESOLVED, the Perry Village Board hereby authorizes the Mayor, Village Administrator/Treasurer, or Village Clerk/Deputy Treasurer to make payments of all bills after audit & approval by the majority of the Village Board.

RESOLUTION AUTHORIZING PAYMENT OF BILLS PRIOR TO AUDIT

BE IT RESOLVED, the Perry Village Board hereby authorizes the Mayor, Village Administrator/Treasurer, or Village Clerk/Deputy Treasurer to make payments of all bills without prior audit for public utility services such as gas, electric, water, sewer, fuel oil, telephone services as well as for postage, payment of bills to avoid late charges, medical payments, and payroll.

RESOLUTION AUTHORIZING COUNTERSIGNING CHECKS

BE IT RESOLVED, the Village will require two signatures for disbursement of funds by check from Village bank accounts with one signature from an elected official and one appointed official. The Treasurer's signature is required on all investments including savings and CD's as per the investment policy. The designated officials authorized to be signers for the bank accounts are Mayor Frederic Hauser, Deputy Mayor Dariel A. Draper, Treasurer Samantha Pierce, and Village Clerk Christina Slusser.

RESOLUTION ACKNOWLEDGING YEARLY REVIEW OF CERTAIN VILLAGE POLICIES AND PROCEDURES

BE IT RESOLVED, the Village of Perry Board of Trustees will review all Village Policies and the Comprehensive Plan on an annual basis.

RESOLUTION APPOINTING HANDICAP PARKING PERMIT ISSUING AGENT

BE IT RESOLVED, pursuant to Vehicle and Traffic Law, §1203-a (1), the Village of Perry Board of Trustees does hereby designate the Village Clerk and Deputy Village Clerk as the Village of Perry handicap parking permit issuing agents and the Village Clerk shall post this designation and information on how to obtain a handicap parking permit on the Village's website.

RESOLUTION REQUIRING DEPARTMENT HEAD PRESENTATIONS

BE IT RESOLVED, the Village of Perry Board of Trustees requires all department heads to give presentations to the Village Board at a minimum of two times per year in addition to yearly budget presentations.

RESOLUTION APPROVING REIMBURSEMENT RATE FOR TRAVEL

BE IT RESOLVED, that the Village of Perry Board of Trustees approves the reimbursement of the federal IRS rate per mile for travel related to municipal business when using private transportation for Village Officials and employees.

RESOLUTION AUTHORIZING TRAININGS AND CONFERENCES FOR OFFICIALS AND EMPLOYEES

BE IT RESOLVED, the Village of Perry Board of Trustees hereby authorizes municipal officials and employees to attend schools, conferences, association meetings and seminars that would benefit the municipality provided funds are available in the current fiscal year budget.

RESOLUTION ACKNOWLEDGING POLICY OF GRANT APPLICATIONS ON BEHALF OF THE VILLAGE OF PERRY

BE IT RESOLVED, that it is the policy of the Village of Perry Board of Trustees that any Grant Application or any form of financial assistance or obligation that is intended to be made on the Village of Perry's behalf, must be submitted to the board in writing prior to the Village Board granting its approval and the Village's approval must be received prior to any grant application

being made. This includes any public area the Village has jurisdiction over and any program or policy that is within the purview of the Village, per municipal law.

Mayor Hauser made a motion to approve all of the above organizational resolutions which was seconded by Trustee Billings and carried with all voting aye.

RESOLUTION APPOINTING SEASONAL LABORERS, DON KELSEY AND STEVE FULLER

WHEREAS, Mr. Don Kelsey has been employed with the Village’s Department of Public Works since April 2018; and

WHEREAS, Mr. Steven Fuller has been employed with the Village’s Parks Department since June 2020; and

WHEREAS, the Superintendent of Public Works is requesting the appointments of Mr. Kelsey and Mr. Fuller for the 2022 season; and

BE IT RESOLVED, that the Perry Village Board of Trustees does hereby appoint Mr. Don Kelsey as a Seasonal Laborer designated to the Department of Public Works at a rate of \$20.40 per hour effective April 4, 2022; and

BE IT FURTHER RESOLVED, that the Perry Village Board of Trustees hereby appoints Mr. Steven Fuller as a Seasonal Laborer designated to the Parks Department at a rate of \$17.34 per hour effective April 11, 2022.

An increase of 2% for these rates of pay was included in the budget. Motion to approve the resolutions appointing Don Kelsey and Steve Fuller was made by Trustee Lawrence, seconded by Trustee Lapiana, and carried with all voting aye.

RESOLUTION APPROVING PAYMENT FOR THE SILVER LAKE TRAIL PROJECT

WHEREAS, the Village has received payment #3 from the engineer, C&S Companies, for the Silver Lake Trail project in the amount of \$5,780.64; and

NOW, THEREFORE BE IT RESOLVED, that the Perry Village Board of Trustees hereby approves the following payment for the Silver Lake Trail project and directs the Village Clerk to submit a voucher for payment:

C&S Companies

\$5,780.64

BE IT FURTHER RESOLVED, that the Perry Village Board of Trustees hereby authorizes the Mayor to sign the payment invoice.

Trustee Draper made motion to approve the resolution approving payment for the Silver Lake Trail project which was seconded by Trustee Lapiana and carried with all voting aye.

RESOLUTION ACKNOWLEDGING AND APPROVING PERRY FIRE DEPARTMENT NOMINATIONS AND ELECTIONS

WHEREAS, the Perry Fire Department Chief has provided the Village with a list of nominations for review for the Fire Department Elections on April 5, 2022; and

Chief – Dave Laraby

1st Assistant Chief – Dakota Spink

2nd Assistant Chief – David Spink

Sr. Captain – Mason Hinsken

Jr. Captain – Dylan Hinsken

Sr. Lieutenant – Nathan Lyke

Jr. Lieutenant – No Nomination

NOW THEREFORE BE IT RESOLVED, that the Village Board of Trustees hereby acknowledges and approves the nominations for the Perry Fire Department Elections to be held on April 5, 2022.

The Fire Department requested that the Board acknowledge and approve the nominations for tomorrow's election. Motion to approve the resolution for the fire department election was made by Trustee Lawrence, seconded by Trustee Draper, and carried unanimously.

RESOLUTION APPROVING ROCHESTER LADY LIONS SOFTBALL RESERVATION REQUEST

WHEREAS, the Parks Committee has reviewed the request from the Rochester Lady Lions Softball team; and

WHEREAS, the Rochester Lady Lions are requesting to reserve five softball fields from July 20 – July 24 for a softball tournament; and

WHEREAS, the Parks Committee is suggesting charging a fee of \$2,000 for the usage of the five fields for the five days requested; and

NOW, THEREFORE BE IT RESOLVED, the Village of Perry Board hereby accepts the Rochester Lady Lions Softball reservation request; and

BE IT FURTHER RESOLVED, the Village of Perry Board directs the Village Clerk to charge a fee of \$2,000 and to obtain all applicable documents including insurance certificate.

Trustee Lawrence made motion approving the Rochester Lady Lions softball reservation request. The motion was seconded by Trustee Lawrence and carried unanimously.

RESOLUTION SUPPORTING PERRY ROTARY DISTRICT GRANT APPLICATION

WHEREAS, the Perry Rotary Club has submitted a grant application to the Rotary Foundation for additional seating and signage along the Silver Lake Trail for a total of \$5,650; and

WHEREAS, if awarded, the Village of Perry would take ownership of the benches and signs, assist in installation, and provide ongoing maintenance; and

NOW THEREFORE BE IT RESOLVED, that the Village Board of Trustees hereby supports the Perry Rotary District Grant Application for seating and signage along the Silver Lake Trail.

Motion to approve the resolution above for the grant submitted by the Perry Rotary club for seating and signage along the Silver Lake Trail was made by Trustee Billings, seconded by Trustee Lapiana, and carried with all voting aye.

RESOLUTION AUTHORIZING BUDGET TRANSFERS TO THE 2021-2022 VILLAGE BUDGET

WHEREAS, the Village Administrator is proposing the following Budget Transfers to correct overspent accounts for the 2021-2022 fiscal year:

Increase:	A1420.4 (Attorney – Contractual)	\$3,000.00	
Decrease:	A1440.4 (Engineer – Contractual)		\$3,000.00
Increase:	A5132.42 (Garage - Utilities)	\$2,500.00	
Decrease:	A5410.4 (Sidewalks – Contractual)		\$2,500.00
Increase:	A7180.42 (Spec. Rec. Facil. – Utilities)	\$1,000.00	
Decrease:	A7180.4 (Spec Rec. Facil. - Contractual)		\$1,000.00

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby authorizes the Village Administrator to make the above budget transfers for the 2021-2022 fiscal year; and

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

The Village Administrator, in regularly monitoring the budget, noticed 3 budget lines were overdrawn. Motion to approve the resolution authorizing the above budget transfers was made by Trustee Billings, seconded by Trustee Lapiana, and carried with all voting aye.

Village of Perry
Perry Storm Drainage Improvements Project (2021 CDBG Award)
Lead Agency Resolution

At a meeting of the Village Board of the Village of Perry held on the 4th day of April 2022, at the Village Hall in said Village, Trustee Draper moved the adoption of the following resolution and 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 replace and improve drainage facilities along Olin Ave from Main St to the end of the Village owned portion of the Road, Benedict St from Olin Ave to Main St, Watkins Ave from Benedict St to N. Center St and Hawthorne St from Watkins Ave to Leicester St, under Section 617.7 of the New York State Codes, Rules, and Regulations (NYSCR).

FURTHER RESOLVED, that the Village Board has determined that the proposed action is an “Unlisted Action” as defined under SEQR.

FURTHER RESOLVED, that the Village Board, in its capacity of lead agency, has caused to be prepared Part 1 of the 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 March 18, 2022.

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 Part 1 of the short 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 adopted.

STATE OF NEW YORK:
COUNTY OF WYOMING: ss:
VILLAGE OF PERRY:

I, Christina Slusser, Village Clerk of the Village of Perry, County of Wyoming and State of New York, DO HEREBY CERTIFY that I have compared the foregoing resolution duly adopted by the

Village Board of the Village of Perry on the 4th day of April 2022, with the original now on file in my office, and the same is a correct and true copy of said resolution and of the whole thereof.

The above resolution was amended to replace Samantha Pierce with Christina Slusser as Village Clerk. With this correction, Trustee Draper made a motion to approve the resolution designating the lead agency for the CDBG Stormwater Improvements Project. Motion was seconded by Trustee Lapiana and carried with all voting aye.

FUNDING SUPPORT FOR 2022 EVENTS BROCHURE

A letter was received from Jacquie Billings, Chairwoman of the Perry Main Street Association, Inc. (PMSA), requesting financial support of \$800 to help with the fundraising efforts coordinated by Meghan Hauser for the 2022 Events Brochure. This is an increase of \$50 from the last request. A request was also sent to the Town. PMSA is planning to raise additional money to cover the rest of the expense. Trustee Lapiana made a motion for the Village to contribute \$800 for the 2022 Events Brochure to the payee: Perry Farmers’ Market c/o Town of Perry. Motion was seconded by Trustee Lapiana and carried; Trustee Billings abstained.

CLERK/DEPUTY TREASURER REPORT

FY 2021-2022

Abstract #21

Vouchers #1592 - 1657

General Fund	\$ 17,306.57
Special Grant Fund	\$ -
Water Fund	\$ 6,004.47
Sewer Fund	\$ 7,236.10
Capital Projects Fund	\$ 41,807.93
Trust & Agency	\$ 1,028.03
Silver Lake Watershed Commission	\$ -
<hr/> Total	<hr/> \$ 73,383.10

Trustee Draper made a motion to accept the clerk report and to pay abstract #21 in the amount of \$73,383.10. Trustee Billings seconded the motion and it was carried with all voting aye.

DEPARTMENT REPORTS

Nothing to report.

TRUSTEE REPORTS

Trustee Billings reported that funding has been secured for everything needed at the Public Beach. A commemorative plaque naming Anita Billings was ordered and will be placed there. Trustee Billings thanked Sandy Schneible for her work on the project stating that she deserves credit for her work. It was called a terrific achievement.

Meeting for the Arts and Crafts Show and Sale have started. There is a huge increase in interest and contributions. The Fire Department plans to build an access road behind their building at the park to make it easier on vendors. The Village should be seeing an agreement from the Arts Council.

Trustee Billings advocated for a Memorial Day parade committee. A meeting took place with representatives from many organizations including the American Legion, VFW, Veterans Club, Perry Fire Department and Perry Center Fire Department. The boy scouts, girl scouts, and members of the dance center on Main Street will be invited. There is belief that there will be a kid's bike parade again. The Police Tesla will open the parade and a Fire Department ladder truck will be at the Vets Club.

Trustee Lawrence is attending the annual Perry Fire Department banquet at the VFW where he will swear in the new officers.

One application was received for the Letchworth Cable Access director. Trustee Lawrence is working to identify possible candidates and gain other interest. He has spoken to Warsaw, Letchworth, and Perry schools.

PUBLIC HEARING ON THE 2022-2023 TENTATIVE BUDGET

At 8:00 pm Mayor Hauser opened the public hearing. Information has been advertised and the tentative budget was presented at the last meeting. No changes have been to the tentative budget since the last presentation. No comments were made from the public and the public hearing was left open while concluding regular business. The expectation is that the 2022-2023 budget will be approved at the next regular board meeting.

TRUSTEE REPORTS CONTINUED

Mayor Hauser spoke about the Economic Resiliency Strategic Plan stating that there is a great steering committee which met on Wednesday. It was a good session with live polling. This provides an opportunity to improve resilience from the effects of the COVID pandemic. Consideration will be on the opportunity of outdoor spaces and the parking situation. There are more residents living downtown and Main Street businesses also require parking. There is

limited space for overnight parking so the group will look for strategies to accommodate more parking. No real analysis has been done on this since the 70s or 80s.

The GVRR grant was submitted last week. This is a round two attempt to secure funds for a new front door and windows in the Village Hall.

Mayor Hauser received an email from Congressman Jacobs office today inquiring on expressing interest in a community project fund. This is out of a federal community fund where the Village could seek approval at a federal level to expedite the approval of grants in the future. Approval would be on "shovel-ready" projects. The financial scope is up to \$1 or 2 million. The opportunity was announced today and all information, including letters of support, need to be submitted by April 20th.

An extension will likely be requested for construction of the serpent mound. The Village Administrator will present information to the parks committee. A gaga ball project was mentioned. Information will be gathered and also presented to the parks committee.

EXECUTIVE SESSION

At 8:17 pm, Mayor Hauser made a motion to enter into executive session for the purpose of discussing the employment history of a particular individual. This motion was seconded by Trustee Draper and carried. Motion to exit executive session was made by Mayor Hauser at 8:20 pm which was seconded by Trustee Draper and carried.

SEWER RATES

Upon exiting executive session, it was brought up that a public hearing was not set on adjusting sewer rates. A rate increase will be needed due to the higher than expected estimate for Wastewater Treatment Plant upgrades. An increase could be a fairly large shock and the Board wants to look at all options to best phase this in with consideration to sewer customers and to best cover the debt being incurred. Administrator Pierce will reach out to the Village's financial advisor to confirm the items taken into consideration for the budget and also to look at the possibility of using some money from fund balance to delay an increase.

With no further business, motion to adjourn was made at 9:00 pm by Trustee Draper which was seconded by Trustee Lapiana and carried.

Respectfully submitted,
Christina Slusser, Village Clerk