

**VILLAGE OF PERRY
VILLAGE BOARD MEETING MINUTES
JULY 5, 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 5th day of July 2022.

PRESENT:	Rick Hauser	Mayor
	Dariel Draper	Trustee
	Jacque Billings	Trustee
	Arlene Lapiana	Trustee
	Ernie Lawrence	Trustee

ALSO PRESENT:	Samantha Pierce	Administrator
	Christina Slusser	Village Clerk

GUESTS:	Jared Shepard	MRB Group
	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

PUBLIC COMMENT

No comments were received.

MINUTES

Motion to approve the minutes from the regular Board Meeting on June 20, 2022 was made by Trustee Lawrence, seconded by Trustee Lapiana, and carried with the following vote:

Ayes	4
Nays	0
Abstain	1

**JARED SHEPARD, MRB GROUP – PERRY ECONOMIC RESILIENCY AND RECOVERY PLAN
PRESENTATION**

Jared Shepard, Senior Planning Associate with MRB Group gave a presentation on the Village of Perry’s draft Economic Resiliency Plan. Mayor Hauser stated that this process has been going on for a long time as a specialty plan for NY Main Street around January of 2021. Last summer a steering committee was appointed for the initial work. Since then, there have been several

community meetings and draft versions of the plan have been circulated to the steering committee. The Mayor recommends to adopt a plan to be added to the current Comprehensive Plan which can then be implemented.

Jared Shepard covered the tasks that have been completed with stakeholder engagement: steering committee meetings, public forums, a local business survey, community focus group, individual interviews, and a streetscape assessment and walking tour. The plan began with a base analysis as a reference point then data was gathered by researching and looking at examples.

The problem/question statement: “Working with local and regional partners, what can the Village of Perry do in the next 5 years to help develop the long-term viability of downtown businesses by supporting the community, preparing the built environment for the future, mitigating seasonal business impacts, and building capacity for local business support?”

Five goal areas were identified: Housing, Childcare, the Built Environment (streetscape), Seasonality of the Local Economy, and Business Support Capacity (Ex. PMSA, Chamber of Commerce).

Housing goals are to increase access to homeownership and increase housing stability. Some objectives are to increase the level of multifamily units in the Village, grow residential density in and near downtown, and connect people to resources for financing.

The second goal is to reduce the childcare gap. The gap percentage in Wyoming County is among the highest in the state. The NYS invest childcare program is expected to be renewed in 2023 as a grant for private childcare providers to expand their services.

The Built Environment goal is to increase the safety and amenities for downtown businesses by reducing the impact of traffic and increasing the parking capacity. Some objectives include encouraging redevelopment, promoting Complete Streets, and maximizing parking availability through partnerships with private lot owners and development of Village-owned parcels.

The fourth goal, Seasonality of the Local Economy, focuses on retail growth by identifying current retail gaps and considering ways to expand outdoor recreation in the off-season.

Business Support Capacity looks at continuing to support entrepreneurs through networking and the use of volunteer organizations.

The next steps are to refine recommendations and define specific actions and align them with zoning so that the final plan can be presented to the Village Board for adoption.

RESOLUTION APPROVING PROPOSAL FROM ALLIED CPAS, PC FOR AUDIT SERVICES FOR THE YEAR ENDED MAY 31, 2022

WHEREAS, the Village of Perry received two proposals to perform the 2021-2022 fiscal year audit; and

WHEREAS, the Office Committee reviewed the proposals and is recommending approving the proposal from Allied CPAs, PC; and

WHEREAS, the cost for the 2022 audit is \$10,800 with a fee of \$2,000 for the single audit procedure; and

NOW, THEREFORE BE IT RESOLVED, that the Perry Village Board of Trustees hereby approves the proposal from Allied CPA's, PC for the 2021-2022 fiscal year audit in an amount of \$10,800 and approves the fee of \$2,000 for the single audit procedure.

The two proposals received were reviewed by the Office Committee. The Village will need a single audit because of federal funds received. Allied CPAs completed the last court audit with no negative feedback. Motion to adopt the resolution approving the proposal from Allied CPAs was made by Trustee Billings, seconded by Trustee Lawrence, and carried with all voting aye.

RESOLUTION ACCEPTING RESIGNATION OF PART-TIME CLERK, BETHANY ZERBE

WHEREAS, Mrs. Bethany Zerbe has tendered her resignation from the position of Part-Time Clerk effective June 23, 2022; and

NOW, THEREFORE BE IT RESOLVED, the Village of Perry Board hereby accepts the resignation of Mrs. Zerbe and wishes her well with future endeavors.

Motion to accept the resignation of Bethany Zerbe was made by Trustee Lapiana, seconded by Trustee Draper, 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:

General Fund

Increase:	A1010.1 (Board of Trustees – Pers. Serv.)	\$0.12
Increase:	A1110.1 (Court –Justices)	\$0.04
Increase:	A1110.11 (Court – Court Clerk)	\$0.06

Increase:	A1110.12 (Court – Court Officer)	\$40.13	
Increase:	A1110.4 (Court – Contractual)	\$278.56	
Increase:	A1410.12 (Clerk – Part-time)	\$470.11	
Increase:	A1420.1 (Law – Pers. Serv.)	\$0.08	
Increase:	A1420.4 (Law – Contractual)	\$491.75	
Increase:	A1620.42 (Buildings - Utilities)	\$189.72	
Increase:	A1670.4 (Central Print & Mail - Contractual)	\$233.19	
Increase:	A3120.1 (Police – Full-Time)	\$5,715.35	
Increase:	A3120.12 (Police – Part-Time)	\$36,956.48	
Increase:	A3120.14 (Police – SRO)	\$4,390.50	
Increase:	A3120.4 (Police – Contractual)	\$2,631.10	
Increase:	A3410.42 (Fire Truck Maintenance)	\$6,255.25	
Increase:	A5110.11 (Street Maintenance – Overtime)	\$1,621.38	
Increase:	A5110.12 (Street Maintenance – Seasonal)	\$2,434.56	
Increase:	A5132.1 (Garage – Pers. Serv)	\$300.50	
Increase:	A5132.4 (Garage – Contractual)	\$147.18	
Increase:	A5132.42 (Garage – Utilities)	\$2,066.28	
Increase:	A5680.4 (Electric Charging Station)	\$278.02	
Increase:	A7020.1 (Rec Admin. – Pers. Serv.)	\$2,644.92	
Increase:	A7110.4 (Parks – Contractual)	\$2,707.38	
Increase:	A7180.21 (Spec. Rec. Fac. – Paving)	\$8,027.53	
Increase:	A7180.42 (Spec. Rec. Fac. – Utilities)	\$1,243.99	
Increase:	A8010.1 (Zoning – Pers. Serv.)	\$5.92	
Increase:	A8160.4 (Refuse & Garbage – Contractual)	\$26.58	
Increase:	A9015.8 (Police Retirement)	\$3,400.00	
Increase:	A9710.64 (Bond – Snow Plow Truck Princ.)	\$440.00	
Increase:	A9710.65 (Bond – Fire Truck Princ.)	\$15,000.00	
Decrease:	A1010.4 (Board of Trustees – Contractual)		\$0.12
Decrease:	A1010.41 (Board – Labor Relations)		\$3,265.00
Decrease:	A1410.13 (Clerk – PT)		\$470.11
Decrease:	A1430.1 (Personnel Services)		\$810.62
Decrease:	A1620.41 (Buildings - Network)		\$189.72
Decrease:	A1680.4 (Data Processing - Contractual)		\$233.19
Decrease:	A3120.11 (Police – Crossing Guards)		\$421.43
Decrease:	A3120.13 (Police – Overtime)		\$4,255.53
Decrease:	A3120.2 (Police – Equipment)		\$460.68
Decrease:	A3410.2 (Fire Department Equipment)		\$6,255.25
Decrease:	A5110.1 (Street Maintenance – Pers. Serv.)		\$7,752.73
Decrease:	A5110.4 (Street Maintenance – Contractual)		\$1,615.00
Decrease:	A5132.11 (Garage – Overtime)		\$898.96
Decrease:	A5182.4 (Street Lighting – Contractual)		\$278.02
Decrease:	A5410.4 (Sidewalks – Contractual)		\$11,335.00
Decrease:	A7020.15 (Rec Admin. – Longevity)		\$500.00
Decrease:	A7110.1 (Parks – Pers. Serv.)		\$4,208.67

Decrease:	A7110.2 (Parks – Equipment)	\$4,387.43
Decrease:	A7140.2 (Rec – Equipment)	\$3,508.27
Decrease:	A7180.4 (Spec. Rec. Fac. – Contractual)	\$51.29
Decrease:	A7550.4 (Celebrations – Contractual)	\$1,968.16
Decrease:	A8010.4 (Zoning – Contractual)	\$5.92
Decrease:	A8170.4 (Street Cleaning – Contractual)	\$26.58
Decrease:	A8560.4 (Shade Trees – Contractual)	\$5,625.00
Decrease:	A9030.8 (Social Security)	\$1,900.00
Decrease:	A9050.8 (Unemployment Ins)	\$1,500.00
Decrease:	A9060.8 (Benefits - Medical Insurance)	\$32,580.95
Decrease:	A9710.74 (Bond – Snow Plow Truck Int.)	\$515.00
Decrease:	A9710.75 (Bond – Fire Truck Int.)	\$2,542.00
Decrease:	A9730.71 (BAN – Fire Truck Int.)	\$436.05

Water Fund:

Increase:	F1420.4 (Law – Contractual)	\$5.00
Increase:	F8310.4 (Water Admin – Contractual)	\$3,067.12
Increase:	F8320.1 (Source of Supply – Pers. Serv.)	\$4,180.78
Increase:	F8320.41 (Source of Supply – Utilities)	\$3,992.92
Increase:	F9030.8 (Benefits – Social Security)	\$435.18
Decrease:	F1440.4 (Engineer – Contractual)	\$7,252.90
Decrease:	F8320.4 (Source of Supply – Contractual)	\$3,992.92
Decrease:	F9060.8 (Benefits – Medical Insurance)	\$435.18

Sewer Fund:

Increase:	G8130.2 (Sewage Treatment Disp. Equip.)	\$391.27
Increase:	G8130.41 (Sewage Treat. Disp. Utilities)	\$4,772.33
Increase:	G9030.8 (Benefits – Social Security)	\$1,136.51
Decrease:	G8130.4 (Sewage Treatment Disp. Contractual)	\$5,163.60
Decrease:	G9060.8 (Benefits – Medical Insurance)	\$1,136.51 ; 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 2021-2022 fiscal year; and

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

These fiscal year end budget transfers will correct over or underspent accounts so that the treasurer can move forward with final reports. Trustee Lapiana made a motion to adopt the resolution approving the budget transfers which was seconded by Trustee Billings and carried unanimously.

RESOLUTION AUTHORIZING ENCUMBRANCE OF FUNDS FROM THE 2021-2022 ADOPTED VILLAGE BUDGET TO THE 2022-2023 ADOPTED VILLAGE BUDGET

WHEREAS, the Village of Perry Board of Trustees has adopted the 2021-2022 Village of Perry budget with certain appropriations relating to projects or orders that have begun in the 2021-2022 fiscal year but will continue into the 2022-2023 fiscal year; and

WHEREAS, it is necessary to encumber appropriations from the 2021-2022 Village of Perry budget into the 2022-2023 Adopted Village Budget for the items identified below:

Description	Amount to Encumber	2021-2022 Budget Account	2022-2023 Budget Account
Administrator - Office Chairs	\$319.98	A1325.2	A1325.2
Office – Equipment	\$825.96	A1345.4	A1345.4
Clerk – Desk	\$989.99	A1410.4	A1410.4
Landmark Society – National Register Nomination	\$3,680.00	A1620.4	A1620.4
Signs – Wyoming County	\$4,033.08	A3310.4	A3310.4
Fire Department Cameras	\$2,691.37	A3410.4	A3410.4
General Code Updates	\$5,750.00	A1620.41	A1620.41
Siding of Maintenance Bldg at Park	\$5,000.00	A7110.2	A7110.2
Playground Equipment	\$1,125.00	A7140.2	A7140.2
LittleHive SLT Sign Design	\$7,500.00	A7180.4	A7180.4
Furnace at WTP	\$2,819.00	F8320.2	F8320.2
PAX Mixer Replacement	\$2,500.00	F8320.4	F8320.4
Clarifier Parts	\$52,225.00	F8320.4	F8320.4
Calibration and Troubleshoot for gas detectors and O2 sensor- Koester	\$2,430.00	G8130.4	G8130.4

WHEREAS, the items identified above totaling \$91,889.38 are deemed to be in process; and

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.

Encumbering funds from the last fiscal year will ensure these funds are available when the invoices are received. Motion to adopt the resolution authorizing the encumbrance of funds was made by Trustee Lawrence, seconded by Trustee Draper, and carried with all voting aye.

RESOLUTION APPROVING REQUEST FROM THE SILVER LAKE FIREWORKS FUND

WHEREAS, the Village of Perry received a request from the Silver Lake Fireworks Fund in the amount of \$250.00; and

WHEREAS, the Village has supported the Silver Lake Fireworks Fund in past years; and

WHEREAS, the Fireworks display will be on Sunday, July 3rd at 10PM; and

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby approves the request from the Silver Lake Fireworks Fund and directs the Village Clerk to process a check in the amount of \$250.00.

Many compliments were received on the fireworks show. Lorraine Sturm reported that the show was 18 minutes long and cost \$9,000. Expenses were more than expected due to shipping and transportation costs. Mayor Hauser noted that the Public Beach was well used for the event. Trustee Billings enthusiastically motioned to adopt the resolution approving the request for a donation to the Silver Lake Fireworks Fund which was seconded by Trustee Lawrence and carried unanimously.

RESOLUTION APPOINTING SEWAGE TREATMENT PLANT OPERATOR, THOMAS D'APRILE

WHEREAS, the Village of Perry has a vacancy at the Sewer Plant and posted for the Sewage Treatment Plant Operator position; and

WHEREAS, the interview committee consisted of the Chief Water and Sewer Plant Operator, Village Administrator, and Trustee Billings; and

WHEREAS, the interview committee is recommending the hiring of Mr. Thomas D'Aprile; and

WHEREAS, the interview committee is recommending the hourly rate to start at 90% of the job rate with an increase to 95% after successful continuous completion of 6 months and 100% after successful continuous completion of one year based on experience and current licenses held for the position; and

BE IT RESOLVED, that the Perry Village Board of Trustees does hereby appoint Mr. Thomas D'Aprile as a full-time Sewage Treatment Plant Operator at a starting rate of \$22.54 per hour effective July 6, 2022.

Mr. D'Aprile comes with 20 years of waste water experience and a Class 3 license which is what the Waste Water Treatment Plant is being upgraded to. There was another applicant but the interview committee was not able to get an appointment scheduled with the applicant. The Committee feels very confident with Mr. D'Aprile's level of experience and the explanations he provided in his interview to move forward with an offer. Motion to adopt the resolution appointing sewage treatment plant operator Thomas D'Aprile was made by Trustee Billings, seconded by Trustee Lapiana, and carried unanimously.

**VILLAGE OF PERRY
SEQR RESOLUTION - NEGATIVE DECLARATION**

**STORM DRAINAGE IMPROVEMENTS
(2021 COMMUNITY DEVELOPMENT BLOCK GRANT)**

At a meeting of the Village Board of the Village of Perry held on the 5th day of July, 2022, at the Village Hall in said Village, Trustee Billings moved adoption of the following resolution; Trustee Lapiana seconded the motion:

WHEREAS,

1. In accordance with the New York State Environmental Quality Review regulations (SEQR), the Village Board of the Village of Perry announced its intent to serve as Lead Agency on March 21, 2022, to conduct an environmental review of proposed storm drainage improvements 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.
2. The Village Board has determined that the proposed action is an "Unlisted Action" as defined under SEQR.
3. The Village Board, in its capacity of Lead Agency, has caused to be prepared an environmental assessment of the significance of and potential environmental impact of the action described above.
4. On April 6, 2022, the Village Board notified the Involved and Interested Agencies of its intention to act as Lead Agency for this project and circulated Part 1 of the short Environmental Assessment Form.
5. Comments received on the project have been addressed in Part 2 of the Environmental Assessment Form. The Village will continue to work with Federal, State and local agencies until all necessary permits and approvals have been obtained.

6. The Village Board has considered the Environmental Record prepared for this action, including any comments received from the Involved Agencies, and the proposed Negative Declaration.

NOW THEREFORE BE IT RESOLVED,

The Village Board declares that it will serve as Lead Agency for the Perry Storm Drainage Improvements project; and,

The Village Board declares that, based on the Environmental Record which has been prepared, the project will result in no major impacts and, therefore, will not cause significant damage to the environment. A Negative Declaration under SEQR is therefore issued for this project.

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 5th day of July, 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

DATED: July 5, 2022

Christina Slusser, Village Clerk

This SEQR resolution of negative declaration for the Hawthorne-Benedict area confirms that there will be no negative environmental impact. As stated in the resolution above, motion was made by Trustee Billings, seconded by Trustee Lapiana, and carried unanimously adopting the negative declaration.

CLERK/DEPUTY TREASURER REPORT

FY 2022-2023
Abstract #03
Vouchers #45 - 108

General Fund	\$ 35,739.90
Special Grant Fund	\$ 4,260.00
Water Fund	\$ 62,373.67
Sewer Fund	\$ 8,696.05

Capital Projects Fund	\$ 23,121.62
Trust & Agency	\$ 4,058.20
Silver Lake Watershed Commission	\$ -
Total	\$ 138,249.44

Vouchers were audited by Trustee Draper. Motion to pay abstract #3 in the amount of \$138,249.44 was made by Trustee Billings, seconded by Trustee Lawrence, and carried with all voting aye.

LETCHWORTH GATEWAY VILLAGES

The Board reviewed the Employment Agreement for the Project Manager of the Letchworth Gateway Villages Project modeled from the previous agreement with Nicole Manapol. Dues received from participating municipalities will be enough to fund Emily Ashworth as Project Manager for LGV based on 20-24 hours per week with a 3-month extension. Mayor Hauser requested authorization to sign the contract. Trustee Billings made a motion for Mayor Hauser to sign the Employment Agreement for Emily Ashworth as Project Manager for Letchworth Gateway Villages which was seconded by Trustee Lapiana and carried unanimously.

DEPARTMENT REPORTS

There were no reports to review.

TRUSTEE REPORTS

There is a Zoning/Problem Properties Meeting Thursday morning. Mayor Hauser looked for any feedback on the proposed signage update. No feedback was received so the Village Administrator will send the proposal along to Village Attorney David DiMatteo.

Trustee Billings informed that the Perry Rotary will offer \$5,000 of community fundraising for the Serpent Mound. Two picnic tables, two benches, and two grills will be donated by Perry Rotary for the Park Ave. Park to help create a picnic area for families. Park Ave. is a target area for investment and part of the Parks Master Plan.

Trustee Lawrence is still trying to reach someone with Built to Play. The next round of funding will be in August.

Mayor Hauser said that a Restore NY grant was announced today. This could be something to move on if an investor with a specific project is identified.

EXECUTIVE SESSION

At 8:45 pm, Mayor Hauser made a motion to enter executive session to discuss the employment history of a particular individual which was seconded by Trustee Draper and carried.

Motion to exit executive session was made by Mayor Hauser at 8:50 pm which was seconded by Trustee Billings and carried. This motion was immediately followed by a motion from Trustee Draper to adjourn the meeting which was seconded and carried.

Respectfully submitted,
Christina Slusser, Village Clerk