



Village of Perry Board of Trustees

Village Board Meeting • Agenda • Monday, June 3, 2024 • 7:30 PM

Village Board Room • 46 N Main Street, Perry, NY 14530

1. Open Meeting and Pledge of Allegiance
2. Public Comment
3. Presentations & Board Actions
 - a. Approval of Minutes – May 20, 2024
 - b. Resolution Appointing Seasonal Laborer, Michael Duchnick
 - c. Resolution Acknowledging Delay in Base Rate Increases for Multi-Units
4. Clerk/Deputy Treasurer's Report
5. Department/Committee Reports
6. Trustee Reports
7. Executive Session to discuss collective negotiations pursuant to article fourteen of the civil service law

**VILLAGE OF PERRY
VILLAGE BOARD MEETING MINUTES
MAY 20, 2024**

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 20th day of May 2024.

PRESENT:	Dariel Draper	Deputy Mayor
	Arlene Lapiana	Trustee
	Joel Bouchard	Trustee
	Richard Muolo	Trustee
ALSO PRESENT:	Samantha Marcy	Administrator
	Christina Slusser	Village Clerk
GUESTS:	Lorraine Sturm	Perry Herald
ABSENT:	Rick Hauser	Mayor

In Mayor Hauser's absence, Deputy Mayor Draper called the meeting to order at 7:30 pm and led in the Pledge of Allegiance.

PUBLIC COMMENT

Public hearing at 8:00 pm for Expenditure of \$15,000.00 from the Repair Reserve Fund.

MINUTES

Motion was made by Trustee Lapiana and seconded by Trustee Bouchard to approve the minutes from the last regular board meeting on 5/6/2024. This motion was carried with all voting aye.

RESOLUTION APPOINTING PART-TIME POLICE OFFICER, ANTHONY CARUSO

WHEREAS, Chief Grover has determined the need for an additional part-time Police Officer; and

WHEREAS, Chief Grover is requesting the hiring of Mr. Anthony Caruso as a Part-Time Police Officer for the Village of Perry; and

NOW, THEREFORE BE IT RESOLVED, the Village of Perry Board of Trustees hereby approves the hiring of Mr. Anthony Caruso as a part-time Police Officer with a starting hourly rate of \$24.14 pending Wyoming County Civil Service approval and satisfactory background checks.

The request to appoint Mr. Caruso was reviewed at Police Committee. Trustee Lapiana made a motion to appoint part-time police officer Anthony Caruso which was seconded by Trustee Bouchard and carried unanimously.

RESOLUTION APPOINTING FULL-TIME POLICE OFFICER, HAYDEN LANGLESS

WHEREAS, there is a vacancy for a Full-Time Police Officer due to a recent resignation; and

WHEREAS, Chief Grover is requesting the hiring of Officer Hayden Langless as a Full-Time Police Officer; and

WHEREAS, Chief Grover is requesting starting Officer Langless on step 2; and

NOW, THEREFORE BE IT RESOLVED, the Village of Perry Board of Trustees hereby approves the hiring of Officer Hayden Langless as a full-time, benefit eligible, Police Officer with a starting hourly rate of \$27.76 effective June 1, 2024.

The request to appoint Mr. Langless full-time was reviewed at Police Committee. Trustee Lapiana made a motion to appoint full-time police officer Hayden Langless which was seconded by Trustee Bouchard and carried with all voting aye.

RESOLUTION ESTABLISHING 2024-2025 EMPLOYEE WAGE RATES AND PAYMENT

BE IT RESOLVED, that the Village Board of Trustees hereby fix employee wages and frequency of payment as noted below:

Position	2024-2025 Rate	Wage Calculated	Frequency
Mayor	\$4,800.00	Annual Salary	Monthly
Deputy Mayor	\$250.00	Annual Stipend	Monthly
Board Members (4)	\$2,900.00	Annual Salary	Monthly
Village Justice (Elected)	\$15,851.00	Annual Salary	Biweekly
Village Justice (Appointed)	\$6,072.00	Annual Salary	Biweekly
Court Clerk	\$18.36	Hourly	Biweekly
Village Administrator	\$86,700.00	Annual Salary	Biweekly
Village Clerk	\$56,100.00	Annual Salary	Biweekly
Deputy Clerk	\$19.38	Hourly	Biweekly
Clerk, PT	\$16.00	Hourly	Biweekly
Village Attorney	\$15,000.00	Annual Salary	Biweekly
Chief of Police	\$87,020.00	Annual Salary	Biweekly
Sergeant, FT (BR)	\$36.29	Hourly	Biweekly
Police Officer, FT (MC)	\$26.45	Hourly	Biweekly
Police Officer, FT (HA)	\$26.45	Hourly	Biweekly
Police Officer, FT (ZF)	\$30.72	Hourly	Biweekly
Police Officer, FT (HL)	\$27.76	Hourly	Biweekly
Police Officer, PT	\$24.14	Hourly	Biweekly
Crossing Guards (TP, DB)	\$31.00	Hourly	Biweekly
Superintendent of Public Works	\$76,408.00	Annual Salary	Biweekly

Working Foreman (MN, MB)	\$27.57	Hourly	Biweekly
MEO (AR, TR, RT)	\$25.67	Hourly	Biweekly
Laborer (KB)	\$20.67	Hourly	Biweekly
Automotive Repair Worker (KZ)	\$26.00	Hourly	Biweekly
Laborer, Seasonal (SF)	\$19.73	Hourly	Biweekly
Laborer, Seasonal (AC)	\$18.00	Hourly	Biweekly
Laborer, Seasonal (JS)	\$15.30	Hourly	Biweekly
Zoning Officer (DR)	\$9,047.00	Annual Salary	Biweekly
Zoning Officer (BK)	\$17.85	Hourly	Biweekly
Zoning Clerk (CS)	\$1,200.00	Annual Salary	Biweekly
Chief WTP and WWTP Operator	\$63,673.00	Annual Salary	Biweekly
WTP Plant Operator (WS, MM)	\$25.67	Hourly	Biweekly
WWTP Plant Operator (TD, MK)	\$25.67	Hourly	Biweekly
Planning and Zoning Board Members	\$25.00		Per meeting

The annual employee wage rates were pulled from the village budget. One correction is needed to the PT Clerk rate from \$15 per hour to \$16 per hour. Motion to adopt the resolution establishing 2024-2025 employee wage rates and payments was made by Deputy Mayor Draper, seconded by Trustee Lapiana, and carried with all voting aye.

RESOLUTION APPROVING EVENT REQUESTS AND POLICE SUPPORT

WHEREAS, the Parks Committee and Police Committee have reviewed two event requests and request for police support; and

WHEREAS, the Parks Committee and Police Committee are recommending approving both event requests and donating eight hours of police support to each event; and

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby approves the event request for the Silver Serpent on June 1, 2024 and June 2, 2024 and will provide up to eight hours of police support; and

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby approves the event request for the Tour de Perry on July 13, 2024 and will provide up to eight hours of police support.

Two event requests were received from Wolfpack Multisport for the Silver Serpent and Tour de Perry. Motion to adopt the resolution approving the event requests was made by Trustee Lapiana, seconded by Trustee Muolo, and carried with all voting aye.

RESOLUTION APPROVING ANNUAL SOFTWARE SUPPORT CONTRACTS WITH WILLIAMSON LAW BOOK COMPANY

WHEREAS, the Village of Perry uses Williamson Law Book Company for their Municipal Accounting & Budget Preparation Software and Tax Collection Software; and

WHEREAS, both agreements are annual from June 1, 2024 until May 31, 2024; and

WHEREAS, the cost of the annual software for Municipal Accounting & Budget Preparation is \$1,853.00; and

WHEREAS, the cost of the annual software for Tax Collection is \$1,242.00; and

NOW, THEREFORE BE IT RESOLVED, that the Perry Village Board of Trustees does hereby approves the annual Municipal Accounting & Budget Preparation software contract in the amount of \$1,853.00 and the annual Tax Collection software contract in the amount of \$1,242.00 from June 1, 2024 until May 31, 2025.

The contract prices are about a 5% increase over last year. Motion was made by Trustee Lapiana and seconded by Trustee Muolo to approve the annual contracts with Williamson Law Book. This motion was carried with all voting aye.

RESOLUTION APPROVING MEMORANDUM OF UNDERSTANDING WITH THE TOWN OF PERRY

WHEREAS, a Payment in Lieu of Tax Agreement was made as of the 6th day of November 2017 by and among PKM Housing Development Fund Corporation, the Town of Perry and the Village of Perry for the construction of a project at 55 Hope Street, tax parcel 88.20-3-93.1; and

WHEREAS, in addition to the payments in lieu of taxes, the HDFC agreed to make an annual \$5,000 payment made directly to the Village to be allocated between the Town and the Village for the purposes of emergency services; and

WHEREAS, the Village and the Town wish to enter into this MOU to indicate the terms of allocation for the annual \$5,000 payment; and

WHEREAS, the Village will remit payment of \$2,500 to the Town of Perry within thirty (30) days of receiving payment from PKM Housing Development Fund Corporation; and

BE IT RESOLVED, that the Perry Village Board of Trustees hereby approves the Memorandum of Understanding with the Town of Perry.

This MOU puts in writing what has been happening by practice for a number of years. Motion to adopt the MOU with the Town of Perry was made by Deputy Mayor Draper, seconded by Trustee Bouchard, and carried with all voting aye.

RESOLUTION APPROVING MEMORANDUM OF UNDERSTANDING WITH THE PERRY ROTARY CLUB

WHEREAS, the Village and the Perry Rotary Club wish to enter into this MOU to collaborate on the construction of the Rotary Peace Garden at the Main Street Trailhead on the corner of Main Street and Dolbeer Street and allow for a plaque to be installed honoring the Perry Rotary Club's donation; and

BE IT RESOLVED, that the Perry Village Board of Trustees hereby approves the Memorandum of Understanding with the Perry Rotary Club.

Trustee Lapiana made a motion to adopt the resolution approving the MOU with Perry Rotary which was seconded by Trustee Bouchard and carried with all voting aye.

RESOLUTION APPROVING WAIVER OF SEWER CHARGES FOR 67 SOUTH MAIN STREET

WHEREAS, the Village of Perry received a request from the owner of 67 South Main Street to waive the sewer charges due to a burst pipe that caused thousands of gallons of water to spill into the creek; and

WHEREAS, the Water Department confirmed that the water spilt into the creek and did not pass through the Village's sewer system; and

WHEREAS, the Public Works Committee has reviewed the request and is recommending approval; and

WHEREAS, the owner has paid the bill in full; and

NOW, THEREFORE BE IT RESOLVED, the Village of Perry Board of Trustees hereby approves the waiver of sewer charges for 67 South Main Street and authorizes the Village Clerk or designee to issue a check in the amount of \$235.20 to Heywood Holdings, LLC.

Deputy Mayor Draper made a motion to approve the waiver of sewer charges for 67 S. Main Street which was seconded by Trustee Muolo and carried unanimously.

RESOLUTION APPROVING THE 2023 ANNUAL DRINKING WATER QUALITY REPORT

WHEREAS, to comply with New York State regulations, the Village of Perry is required to issue an annual drinking water quality report of the Village's public water supply; and

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby approves the 2023 Annual Drinking Water Quality Report.

Trustee Lapiana made a motion to adopt the resolution approving the 2023 Annual Drinking Water Quality report which was seconded by Trustee Muolo and carried with all voting aye.

RESOLUTION UPDATING THE VOUCHER AUDITING SCHEDULE FOR 2024-2025

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

April 2024	Lapiana
May	Draper
June	Muolo
July	Bouchard
August	Lapiana
September	Draper
October	Muolo
November	Bouchard
December	Lapiana
January 2025	Draper
February	Muolo
March	Bouchard
April 2025	Lapiana

Trustee Lapiana made a motion to adopt the updated voucher auditing schedule which was seconded by Trustee Muolo and carried with all voting aye.

RESOLUTION AUTHORIZING BUDGET TRANSFERS TO THE 2023-2024 VILLAGE BUDGET

WHEREAS, the Village Administrator is proposing the following Budget Transfers to correct overspent accounts for the 2023-2024 fiscal year:

General Fund:

Increase:	A1010.41 (Board of Trustees-Labor Relations)	\$1,127.50	
Decrease:	A1325.4 (Treasurer – Contractual)		\$1,127.50
Increase:	A1110.4 (Village Justice-Contractual)	\$1,280.89	
Decrease:	A1110.11 (Village Justice-Court Clerk)		\$1,280.89
Increase:	A1410.12 (Clerk, FT Deputy)	\$336.00	
Decrease:	A1410.13 (Clerk, PT)		\$336.00
Increase:	A1670.4 (Central Print &	\$325.23	
Decrease:	Mail) A1345.4 (Office Supplies)		\$325.23

Increase:	A3120.12 (Police – Part-Time)	\$10,771.53	
Decrease:	A3120.1 (Police – Full-Time)		\$10,771.53
Increase:	A5132.42 (Garage- Utilities)	\$1,491.70	
Decrease:	A5132.4 (Garage - Contractual)		\$1,491.70
Sewer Fund:			
Increase:	G8130.4 (Sewage Treatment-Contractual)	\$13,952.82	
Decrease:	G1910.4 (Contingency)		\$13,952.82

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby authorizes the Village Administrator to make the above budget transfers for the 2023-2024 fiscal year; and

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

Motion to adopt the resolution authorizing budget transfers to the 2023-2024 village budget was made by Deputy Mayor Draper, seconded by Trustee Muolo, and carried unanimously.

RESOLUTION AUTHORIZING TRANSFER TO FIRE APPARATUS RESERVE FUND

WHEREAS, on June 5, 2023, the Village of Perry approved an updated Payment in Lieu of Tax Agreement with Silver Lake Wyoming Housing Development Fund, Silver Lake Meadows, LLC, and the Town of Perry for 165 Lake Street; and

WHEREAS, Silver Lake Meadows LLC agreed to a one-time payment of \$15,00 towards the ladder truck for the Perry Fire Department; and

WHEREAS, the payment of \$15,000 was received on May 9, 2024; and

BE IT RESOLVED, that the Perry Village Board of Trustees authorizes the Village Administrator to transfer \$15,000.00 to the Fire Apparatus Reserve Fund.

Trustee Lapiana made a motion to adopt the resolution authorizing the transfer of \$15,000 to the Fire Apparatus Reserve Fund. This motion was seconded by Trustee Bouchard and carried unanimously.

RESOLUTION AUTHORIZING USE OF AMERICAN RESCUE PLAN ACT FUNDS FOR HAUCK COURT REPAIRS

WHEREAS, the Village of Perry was awarded \$357,742.50, in American Rescue Plan Act (ARPA) funds; and

WHEREAS, the Village Administrator is requesting the use of ARPA funds towards repairs for the Hauck Courts at the Perry Village Park in an amount not to exceed \$15,000.00; and

NOW, THEREFORE BE IT RESOLVED, that the Perry Village Board of Trustees hereby authorizes the use of ARPA funds towards repairs for the Hauck Courts in amount not to exceed \$15,000.00.

Trustee Lapiana made a motion to adopt the resolution authorizing the use of \$15,000 of ARPA funds for tennis court repairs which was seconded by Trustee Muolo and carried with all voting aye.

**VILLAGE OF PERRY
RESOLUTION**

Adopted: May 20, 2024

WHEREAS, the Village Board of the Village of Perry met at a regular board meeting at the Village Offices located in the Village of Perry, New York on the 20th day of May, 2024, commencing at 7:30 p.m., at which time and place the following members were:

<u>Present:</u>	Deputy Mayor	Dariel Draper
	Trustee	Arlene Lapiana
	Trustee	Joel Bouchard
	Trustee	Richard Muolo

<u>Absent:</u>	Mayor	Rick Hauser
----------------	-------	-------------

WHEREAS, all Board Members, having due notice of said meeting, and that pursuant to Article 7, §104 of the Public Officers Law, said meeting was open to the general public and due and proper notice of the time and place whereof was given as required by law; and

WHEREAS, the Village Board is considering adopting a proposed local law entitled, "Mobile Food Vehicle Vendors" under §327-4 of Chapter 327, "Peace and Good Order, of the Code of the Village of Perry; and

WHEREAS, the purpose of this local law is to further clarify the definition of mobile food vehicles and mobile food vehicle vendors and the provisions, license requirements, license conditions, fees and special event permits under §327-4 of Chapter 327, "Peace and Good Order", of the Code of the Village of Perry; and

WHEREAS, the Village Board of the Village of Perry finds it in the best interest of the Village to hold a public hearing to consider the adoption of said local law.

NOW ON MOTION OF Trustee Lapiana which has been duly seconded by Trustee Muolo, be it

RESOLVED, by the Village Board of the Perry will hold a public hearing on the proposed adoption of said local law on the 17th day of June, 2024 at 8:15 p.m., at which time all interested parties and citizens for or against the proposed law will be heard.

Ayes: 4

Nays: 0

Quorum Present: Yes No

RESOLUTION APPOINTING PART-TIME CROSSING GUARD, KRISTIE NEWTON

WHEREAS, there is a vacancy for a Crossing Guard and the Chief of Police is requesting the appointment of Kristie Newton; and

BE IT RESOLVED, that the Perry Village Board of Trustees does hereby appoint Kristie Newton as a Crossing Guard at a rate of \$30.38 per hour effective May 21, 2024.

Trustee Lapiana made a motion to appoint crossing guard Kristie Newton which was seconded by Trustee Muolo and carried with all voting aye.

CLERK/DEPUTY TREASURER REPORT

FY 2023-2024

Abstract # 24

Vouchers # 1884 -1986

General Fund	\$ 27,923.23
Special Grant Fund	\$ -
Water Fund	\$ 8,536.14
Sewer Fund	\$ 6,120.31
Capital Projects Fund	\$ 1,030,289.00
Trust & Agency	\$ 2,153.25
Silver Lake Watershed Commission	\$ 38.01
Total	\$ 1,075,059.94

It was noted that \$1,000,000 from the capital projects fund was the return of WQIP funds sent to the village in error. Vouchers were audited by Trustee Draper. Motion to approve payment of abstract #24, vouchers 1884-1986, in the amount of \$1,075,059.94 was made by Trustee Bouchard, seconded by Trustee Lapiana, and carried with all voting aye.

DEPARTMENT REPORTS

The following reports were reviewed with no action needed: Village Administrator report, NYCLASS statement, budget detail of revenues & expenditures, DPW/Parks, WTP/WWTP and Police department reports.

At 8:00 pm, Deputy Mayor Draper opened the public hearing for the expenditure of \$15,000.00 from the Repair Reserve Fund. With no one present for comment, the public hearing was left open and later closed at 8:04 pm.

With no further business, motion to adjourn was made by Deputy Mayor Draper at 8:05 pm which was seconded by Trustee Muolo and carried.

Respectfully submitted,
Christina Slusser, Village Clerk

DRAFT



RESOLUTION APPOINTING SEASONAL LABORER, MICHAEL DUCHNICK

WHEREAS, there's a vacancy for a Seasonal Laborer in the Parks Department; and

WHEREAS, the Superintendent of Public Works is requesting the appointment of Michael Duchnick for the 2024 season; and

BE IT RESOLVED, that the Perry Village Board of Trustees does hereby appoint Michael Duchnick as a Seasonal Laborer designated to the Parks Department at a rate of \$15.00 per hour effective June 4, 2024.



RESOLUTION ACKNOWLEDGING DELAY FOR BASE RATE INCREASES FOR MULTI-UNITS

WHEREAS, on May 2, 2022, the Village of Perry Board of Trustees adopted the local law entitled “Chapter 355 Sewer Law” and implemented additional base rate charges to a building or structure that contains one or more separate apartments, effective June 1, 2023; and

WHEREAS, on May 6, 2024, the Village of Perry Board of Trustees adopted the Policy for Delay in Base Rate Increase for Multi-Units for newly discovered multi-units to receive a one billing cycle delay in additional unit(s) increases to allow sufficient notification to the homeowner; and

WHEREAS, the following addresses have been discovered as multi-units and will receive, or have received, a one billing cycle delay before additional units are charged:

<u>Tax Map #</u>	<u>Address</u>	<u>Account #</u>
100.7-10-21	1 N. Main St	22637
100.7-10-22	5 N. Main St	22637

BE IT RESOLVED, that the Perry Village Board of Trustees hereby acknowledges the delay in increases for the accounts as provided in this resolution.

**Village of Perry
Village Board Meeting
6/3/2024**

Clerk/Deputy Treasurer Report

FY 2023-2024
Abstract # 25
Vouchers # 1987 - 2057

General Fund	\$ 88,316.78
Special Grant Fund	\$ -
Water Fund	\$ 43,243.86
Sewer Fund	\$ 6,652.49
Capital Projects Fund	\$ 30,988.64
Trust & Agency	\$ 1,881.39
Silver Lake Watershed Commission	\$ -
Total	\$ 171,083.16

- Vouchers were audited by Trustee Muolo
- Prepaid to avoid late fees \$ 2,585.19
- Breakdown of Capital Projects:
 - CDBG Stormwater \$ 9,695.30
 - WTP Project \$ 21,293.34

**Village of Perry
Village Board Meeting
6/3/2024**

Clerk/Deputy Treasurer Report

FY 2024-2025
Abstract # 1
Vouchers # 1 - 14

General Fund	\$ 51,132.73
Special Grant Fund	\$ -
Water Fund	\$ 2,996.21
Sewer Fund	\$ 1,334.36
Capital Projects Fund	\$ -
Trust & Agency	\$ 311.68
Silver Lake Watershed Commission	\$ -
Total	\$ 55,774.98

- Vouchers were audited by Trustee Muolo
- Prepaid to avoid late fees \$ -