

**VILLAGE OF PERRY  
VILLAGE BOARD MEETING MINUTES  
NOVEMBER 4, 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 4<sup>th</sup> day of November 2024.

|               |   |   |
|---------------|---|---|
| PRESENT:      | Rick Hauser<br>Arlene Lapiana<br>Joel Bouchard<br>Richard Muolo<br>Robin Kwiecien | Mayor<br>Trustee<br>Trustee<br>Trustee<br>Trustee |
| ALSO PRESENT: | Samantha Marcy<br>Christina Slusser   | Administrator<br>Village Clerk                    |
| GUESTS:       | Lorraine Sturm  | Perry Herald                                      |

Mayor Hauser called the meeting to order at 7:30 pm and led in the Pledge of Allegiance.

**PUBLIC COMMENT**

No comments.

**MINUTES**

Motion to approve the minutes from the last regular meeting on 10/21/2024 was made by Trustee Lapiana, seconded by Trustee Muolo, and carried with all voting aye.

**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 | Arlene Lapiana | 3/31/2025 |

Committee Assignments:

|                               |  |
|-------------------------------|--|
| Budget                        | Hauser, Lapiana, Bouchard, Muolo, Kwiecien |
| Public Safety (Police & Fire) | Bouchard, Lapiana                          |

|   |                  |
|---|------------------|
| Public Works (DPW, Water & Sewer)             | Lapiana, Muolo   |
| Recreation & Resources (Parks & Rec, SLWC)    | Bouchard, Hauser |
| Office (Oper., Employee Relations, Ins. Tech) | Lapiana, Muolo   |
| Planning (Plan/Zoning, Grant & Dev., Revit.)  | Hauser, Kwiecien |

Mayor Hauser made the appointments stated above. Trustee Muolo made a motion to endorse the appointments which was seconded by Trustee Bouchard 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:

|               |          |
|---------------|----------|
| November 2024 | Bouchard |
| December      | Lapiana  |
| January 2025  | Muolo    |
| February      | Kwiecien |
| March         | Bouchard |
| April 2025    | Lapiana  |

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

**RESOLUTION CREATING FULL-TIME LABORER POSITION**

**WHEREAS**, the Village Administrator and Superintendent of Public Works are requesting the creation of a full-time Laborer position; and

**WHEREAS**, due to the restructuring of departments, there is sufficient funds for the position in the 2024-2025 budget; and

**WHEREAS**, the Village currently only has one position of full-time Laborer and would need to create a second position; and

**NOW, THEREFORE BE IT RESOLVED**, the Village of Perry Board of Trustees hereby approves the creation of a second full-time position of Laborer with Wyoming County Civil Service.

The need for restructuring the water and sewer departments creates an opportunity for a laborer position. Trustee Lapiana made a motion to adopt the resolution creating a full-time laborer position which was seconded by Trustee Bouchard and carried with all voting aye.

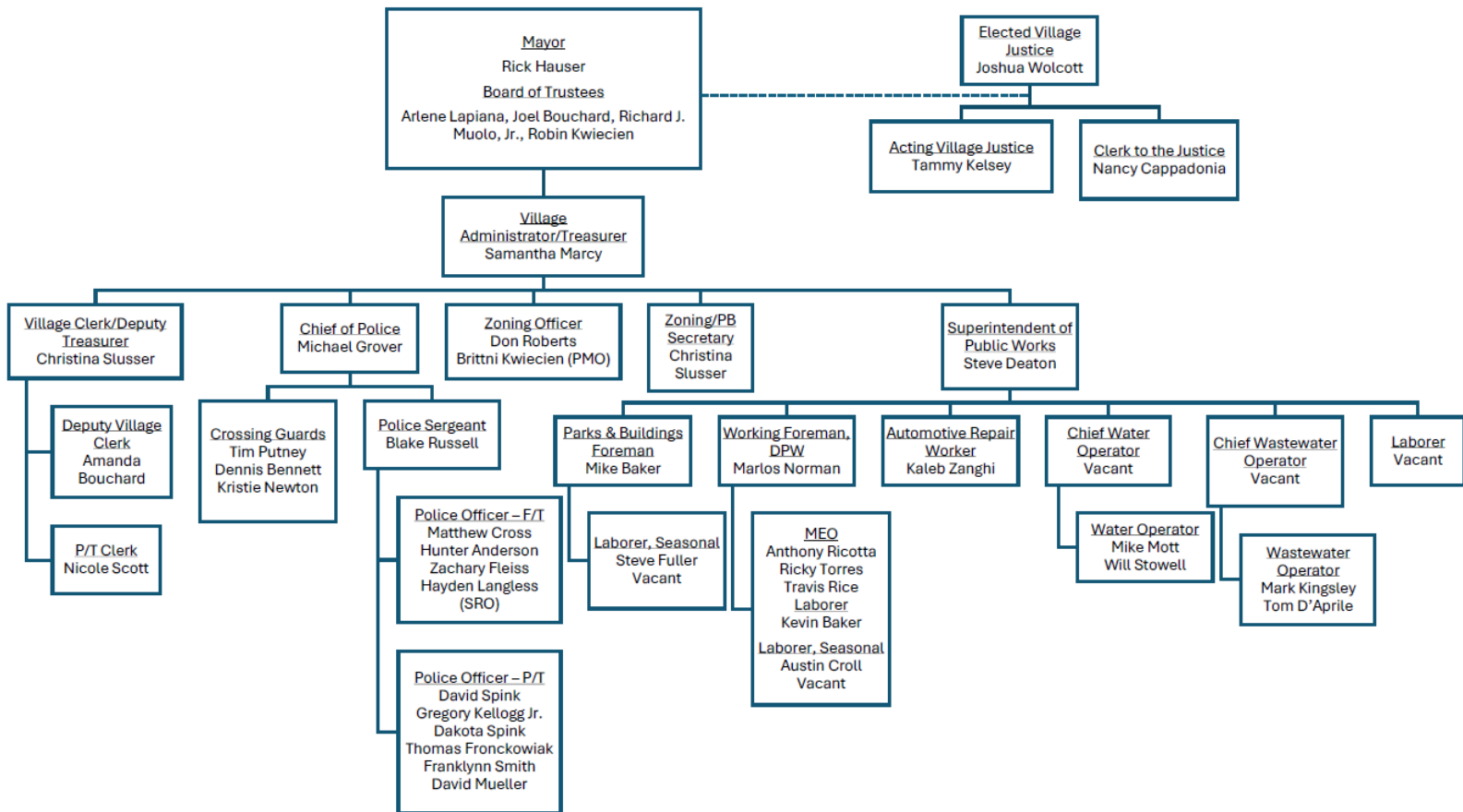
**RESOLUTION APPROVING VILLAGE OF PERRY ORGANIZATIONAL CHART**

**WHEREAS**, due to recent changes, an update to the organizational chart is needed to reflect current operations; and

**WHEREAS**, the Village Administrator has presented an updated organizational chart for consideration; and

**NOW, THEREFORE BE IT RESOLVED**, the Village of Perry Board of Trustees hereby approves the organizational chart as presented.

The main changes to the organizational chart is that there will be one chief operator and one operator at each plant. Motion was made by Trustee Lapiana to approve the organizational chart which was seconded by Trustee Muolo and carried unanimously.



**RESOLUTION APPROVING MEMBERSHIP TO THE PERRY FIRE DEPARTMENT**

**WHEREAS**, the Perry Fire Department Chief has provided the Village with the consideration of one new member, Elizabeth Brundage; and

**WHEREAS**, the new member has been interviewed by the Fire Department and voted favorably by the membership pending Village Board approval; and

**NOW THEREFORE BE IT RESOLVED**, that the Village Board of Trustees hereby approves the new member, Elizabeth Brundage, to the Village of Perry Fire Department.

Trustee Muolo made a motion to approve the membership of Elizabeth Brundage to the Perry Fire Department which was seconded by Trustee Lapiana and carried with all voting aye.

#### **RESOLUTION APPROVING EVENT REQUEST FOR HOLIDAY DELIGHTS FESTIVAL**

**WHEREAS**, an event request form was received for the annual Holiday Delights Festival for December 7, 2024 from 5:00pm to 8:00pm; and

**WHEREAS**, Main Street between Gardeau Street and Dolbeer Street will need to be closed from 4:00pm-9:00pm; and

**BE IT RESOLVED**, that the Village of Perry Board of Trustees hereby approves the event request for the Holiday Delights Festival; and

**BE IT RESOLVED**, that the Village of Perry Board of Trustees hereby authorizes the Village Clerk to submit the application for the road closure and the temporary liquor licenses for the event.

Motion to approve the event request for the Holiday DeLights festival from 5-8pm on December 7<sup>th</sup> was made by Trustee Lapiana, seconded by Trustee Bouchard, and carried with all voting aye.

#### **RESOLUTION AUTHORIZING CHARGES FOR GARBAGE REMOVAL**

**WHEREAS**, Chapter 465-14 A of the Village of Perry Code states that all exterior of the premises shall be kept free from hazards including garbage, solid waste, hazardous waste and trash; and

**WHEREAS**, garbage will be permitted adjacent to the roadway on the day before and on the night hours of pickup only; and

**WHEREAS**, on October 8, 2024, a couch was observed at 27 Benedict St. (tax map no. 88.19-6-2) adjacent to the roadway; and

**WHEREAS**, on October 8, 2024, a mattress was observed at 43 Watkins Ave. (tax map no. 88.19-5-41) adjacent to the roadway; and

**WHEREAS**, notices were placed at both properties with a 24 hour time frame for removal; and

**WHEREAS**, since the items were not removed within the designated time frame, the Village of Perry DPW removed the items; and

**WHEREAS**, per Chapter 465-18 all costs incurred by the Village of Perry for such removal including but not limited to; labor, fuel, tipping fees, benefits, tax and insurance, shall be assessed against the owner of said property; and

**BE IT RESOLVED**, that the Village of Perry Board of Trustees hereby authorizes the Village Clerk's Office to produce a bill for 27 Benedict St for costs associated with garbage removal totaling \$162.50; and

**BE IT RESOLVED**, that the Village of Perry Board of Trustees hereby authorizes the Village Clerk's Office to produce a bill for 43 Watkins Ave for costs associated with garbage removal totaling \$136.25.

Trustee Lapiana made a motion to adopt the resolution authorizing charges for garbage removal which was seconded by Trustee Muolo and carried with all voting aye.

**RESOLUTION AUTHORIZING ADJUSTMENT FOR FRESH START LOAN DUE TO "BAD DEBT"**

**WHEREAS**, on April 27, 2020 the Village of Perry adopted a Small Business Support Loan Program under the name, Fresh Start 2020; and

**WHEREAS**, Giuseppe Gentile declared for bankruptcy on May 25<sup>th</sup>, 2023; and

**WHEREAS**, the Village of Perry has received notice that we are unable to collect the debt owed, principal balance of \$3,200.00; and

**WHEREAS**, the Village Administrator is proposing the following adjustment to the reflect the debt not collected:

|         |  |            |
|---------|--|------------|
| Debit:  | CD389 (Allowance for Doubtful Loan)    | \$2,500.00 |
| Debit:  | CD6330.4 (Bad Debt Expense)            | \$700.00   |
| Credit: | CD390C (Fresh Start – Bibliotech Café) | \$3,200.00 |

**BE IT RESOLVED**, that the Village of Perry Board of Trustees hereby authorizes the Village Administrator to make the above adjustments; and

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

Five Fresh Start Loans were given out by the Village in 2020. The balance of one loan was unable to be collected so a budget adjustment is needed to write off the balance. Mayor

Hauser made a motion to approve adjusting the fresh start loan budget line due to bad debt which was seconded by Trustee Lapiana and carried with all voting aye.

**RESOLUTION SETTING SECOND PUBLIC HEARING FOR THE CDBG WATKINS-OLIN STORMWATER IMPROVEMENTS PROJECTS**

**WHEREAS**, recipients of CDBG funding are required under 24CFR570.486 and New York State’s Citizen Participation Plan to conduct two public hearings, one prior to the completion of a CDBG funding application and a second one prior to close out of the CDBG-funded project; and

**WHEREAS**, the second public hearing will be held to obtain citizen input and solicit comments on the effectiveness of the program’s administration; and

**NOW, THEREFORE, BE IT RESOLVED** that the Perry Village Board will conduct the second public hearing for CDBG Project #897PR105-21 Watkins-Olin Stormwater Improvements during the Village Board meeting on November 18, 2024 at 7:30PM.

Trustee Lapiana made a motion to adopt the resolution setting a second public hearing for the CDBG stormwater project which was seconded by Trustee Bouchard and carried unanimously.

**CLERK/DEPUTY TREASURER REPORT**

**Abstract # 011  
Summary by Fund**

11/01/2024  
11:44:23

| <b>Code</b>   | <b>Fund</b>                    | <b>Prepays</b> | <b>Unpays</b>     | <b>Totals</b>     |
|---------------|--------------------------------|----------------|-------------------|-------------------|
| A             | GENERAL FUND                   | 320.08         | 158,339.12        | 158,659.20        |
| F             | WATER FUND                     | 99.16          | 36,778.91         | 36,878.07         |
| G             | SEWER FUND                     | 37.99          | 32,818.13         | 32,856.12         |
| HE            | CDBG STORMWATER IMPROVEMENTS P |                | 517.50            | 517.50            |
| JA            | SILVER LAKE WATERSHED COMMISSI | 37.99          |                   | 37.99             |
| TA            | TRUST & AGENCY                 |                | 901.28            | 901.28            |
| <b>Total:</b> |                                | <b>495.22</b>  | <b>229,354.94</b> | <b>229,850.16</b> |

Vouchers were audited by Trustee Bouchard. The largest expense is for the annual insurance renewal through Tompkins for a total of \$159,644.36. Trustee Muolo made a motion to approve

payment of abstract #11, vouchers #783-854 totaling \$229,850.16 which was seconded by Trustee Lapiana and carried with all voting aye.

An updated tax collection trial balance was also provided which will be the final unless postmarked payments are received. Local laws 3-2024, 4-2024, and 5-2024 have been submitted to the state. The Village Clerk will follow up with the board when the receipt of filing is received from the Department of State. E-code will also need to be updated at that time.

### **TRUSTEE/COMMITTEE REPORTS**

Trustee Bouchard had a Parks Committee meeting today who met with the trail stewards about raising awareness and accessibility of the trail and trail extensions. Trustee Bouchard looks forward to the future engagement with the trail stewards.

Trustee Muolo recently met with the DPW Committee who discussed the restructuring of the water and sewer departments and the addition of a laborer position. The Office Committee continues to go through the employee handbook for necessary language updates and mandatory and recommended changes per law updates and suggestions from NYCOM.

Trustee Lapiana attended a Police Committee meeting and reported that the Police Chief has the fleet where he wants it now. The Tesla is officially totaled so the Chief looked at an electric Chevy Blazer. Research will be done on the cost effectiveness for gas vehicles vs. electric or hybrid with consideration given to the low prices the police chief has been able to find vehicles for on GovDeals vs. the cost of the Tesla, its electrical issues, need for frequent replacement of tires, and the expected low insurance payout. The Police Chief initiated a study with the state on crosswalks and the potential for an electric crossing guard station. Sidewalks will need to be updated to be ADA compliant, but then the state will cover the cost of a crossing guard station. It is expected that sidewalks will be updated in 2025 with a new station install in 2026.

Mayor Hauser spoke about known water pressure issues on Euclid Ave. and Walker Rd. The water lines in that area are old and have some corrosion. The DPW Superintendent feels that repair or replacement is important but is very expensive. The road needs repairs as well. The Village Administrator met with the engineer and was informed that new technology came out last year that would allow water lines to be checked without digging up the road. The engineer is also looking into funding opportunities. An RFP for the DRI (Downtown Revitalization Initiative) was sent out for grant administration with proposals due on 11/22/2024.

With no further business, motion to adjourn was made by Trustee Lapiana at 8:16 pm which was seconded by Trustee Muolo and carried.

Respectfully submitted,  
Christina Slusser, Village Clerk