

**VILLAGE OF PERRY  
VILLAGE BOARD MEETING MINUTES  
DECEMBER 16, 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 16<sup>th</sup> day of December 2024.

PRESENT:	Rick Hauser	Mayor
	Arlene Lapiana	Trustee
	Joel Bouchard	Trustee
	Richard Muolo	Trustee
	Robin Kwiecien	Trustee
ALSO PRESENT:	Samantha Marcy	Administrator
	Christina Slusser	Village Clerk
GUESTS:	David Spink	Fire Chief
	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**

Trustee Lapiana made a motion to approve the minutes from the last meeting on December 2, 2024 which was seconded by Trustee Muolo and carried with all voting aye.

**RESOLUTION ACCEPTING RESIGNATION OF POLICE OFFICER, HUNTER ANDERSON**

**WHEREAS**, Officer Hunter Anderson has tendered his resignation from the position of Police Officer effective December 14, 2024; and

**NOW, THEREFORE BE IT RESOLVED**, the Village of Perry Board hereby accepts the resignation of Officer Anderson and wishes him well with future endeavors.

Mayor Hauser made a motion to approve the resolution accepting the resignation of Officer Anderson which was seconded by Trustee Lapiana and carried with all voting aye.

**RESOLUTION APPROVING AGREEMENT FROM LABELLA FOR ADMINISTRATION SERVICES FOR THE SMALL PROJECT FUND**

**WHEREAS**, the Village of Perry Board of Trustees approved the proposal from LaBella for the DRI Small Project Fund Administration in an amount not to exceed \$49,500.00 at their December 2, 2024 meeting; and

**BE IT RESOLVED**, that the Perry Village Board of Trustees hereby approves the agreement from LaBella in an amount not to exceed \$49,500.00 and authorizes the Mayor to sign the Professional Services Agreement.

Mayor Hauser sought a motion for the approval to work with LaBella. Trustee Lapiana made a motion to adopt the resolution approving the agreement from LaBella for administration services in an amount not to exceed \$49,500 for the Small Project Fund which was seconded by Trustee Kwiecien and carried unanimously.

### **RESOLUTION AUTHORIZING USE OF AMERICAN RESCUE PLAN ACT FUNDS AND TRANSFER TO CAPITAL PROJECT BUDGET**

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

**WHEREAS**, the Village of Perry Board of Trustees previously approved utilizing \$75,000.00 of ARPA funds towards the Silver Lake Trail Boardwalk Project; and

**WHEREAS**, the Village Administrator is requesting utilizing \$75,000.00 of ARPA funds towards the new DPW Leaf Machine instead of using the Equipment Reserve; and

**WHEREAS**, funding for the Silver Lake Trail Boardwalk Project can be allocated from the general fund unallocated fund balance instead of ARPA funds; and

**BE IT RESOLVED**, that the Village of Perry Board of Trustees hereby authorizes the use of ARPA funds towards the DPW Leaf Machine in an amount not to exceed \$75,000.00; and

**BE IT RESOLVED**, that the Village of Perry Board of Trustees hereby authorizes the transfer of \$75,000.00 to the Silver Lake Trail Boardwalk Capital Project Fund (HD) from the general fund unallocated fund balance.

Trustee Bouchard made a motion to adopt the resolution authorizing the use of ARPA funds and transfer to the capital projects budget. This motion was seconded by Trustee Muolo and carried unanimously.

### **RESOLUTION AUTHORIZING BUDGET TRANSFERS TO THE 2024-2025 VILLAGE BUDGET**

**WHEREAS**, the Village Administrator is proposing the following Budget Transfers to correct overspent accounts for the 2024-2025 fiscal year:

**General Fund:**

Increase:	A1010.41 (Board of Trustees – Labor Relations)	\$110.00	
Decrease:	A1325.4 (Treasurer – Contractual)		\$110.00
Increase:	A7020.11 (Rec. Admin - Overtime)	\$100.02	
Decrease:	A7020.1 (Rec. Admin – Pers Serv)		\$100.02
Increase:	A9015.8 (Police Retirement)	\$2,542.00	
Decrease:	A9010.8 (State Retirement)		\$2,542.00

**BE IT RESOLVED**, that the Village of Perry Board of Trustees hereby authorizes the Village Administrator to make the above budget transfers for the 2024-2025 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 the resolution authorizing the budget transfers above which was seconded by Trustee Bouchard and carried with all voting aye.

**RESOLUTION APPROVING MUNICIPAL SHARED SERVICES AGREEMENT BETWEEN THE TOWN OF PERRY AND THE VILLAGE OF PERRY TO PROVIDE POLICE PROTECTION**

**WHEREAS**, the Village of Perry Board of Trustees had requested a speed limit reduction on Lake Street and Walker Road/Silver Lake Road within the Town of Perry just outside the village limits; and

**WHEREAS**, the speed limits in this area are directly impacting the safety of residents within the village and posing a traffic safety hazard; and

**WHEREAS**, Lake Street is a main entrance to the Village of Perry with a lot of foot traffic from the Silver Lake Meadows apartment complex and the Perry Village Park; and

**WHEREAS**, Walker Road/Silver Lake Road has seen increased pedestrian and cyclist activities since the completion of the Silver Lake Trail; and

**WHEREAS**, these sections of roads are outside of the village limits and the Chief of Police is requesting the ability to patrol outside the village limits, as identified in Appendix A, for the increased safety of village residents; and

**BE IT RESOLVED**, that the Village of Perry Board of Trustees hereby approves the Shared Services Agreement with the Town of Perry and authorizes the Mayor to sign the agreement.

Trustee Bouchard made a motion to adopt the resolution approving the municipal Shared Services Agreement between the Town of Perry and the Village of Perry to provide police protection. This motion was seconded by Trustee Lapiana and carried unanimously.

**RESOLUTION ADOPTING UPDATED VILLAGE OF PERRY DEPARTMENT OF PUBLIC WORKS FEE SCHEDULE**

**WHEREAS**, the Public Works Committee reviewed the cost of the sidewalk express program and the current rate is not covering the costs of materials; and

**WHEREAS**, the Public Works Committee has provided an updated Fee Schedule for consideration to more accurately capture costs of the materials for the sidewalk express program; and

**BE IT RESOLVED**, the Village of Perry Board of Trustees hereby adopts the Department of Public Works Fee Schedule effective December 16, 2024.

The sidewalk express program, currently at \$11 per linear foot no longer comes close to covering the cost of materials needed. The estimate is closer to \$15 per linear foot and the Village still covers labor. Trustee Muolo made a motion to approve the updated fee schedule which was seconded by Trustee Lapiana and carried with all voting aye.

**RESOLUTION APPROVING VILLAGE OF PERRY PRIVACY POLICY**

**WHEREAS**, the Village Clerk has provided a Privacy Policy for consideration that is necessary for registering for SMS messaging through The Campaign Registry (TCR); and

**BE IT RESOLVED**, that the Perry Village Board of Trustees hereby approves the Privacy Policy and authorizes the Village Clerk to post the policy on the website and register for SMS messaging with TCR.

The Village was lacking a compliant privacy policy in order to register for SMS messaging. Trustee Lapiana made a motion to adopt the resolution approving the Privacy Policy which was seconded by Trustee Bouchard and carried with all voting aye.

**CLERK/DEPUTY TREASURER REPORT**

**Abstract # 014**  
**Summary by Fund**

Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND	679.42	54,421.23	55,100.65
F	WATER FUND	570.64	7,898.57	8,469.21
G	SEWER FUND	322.90	11,117.30	11,440.20
HF	WATER TREATMENT PLANT PROJECT		517.50	517.50
HS	CAPITAL PROJECT - SEWER IMPROV		1,759.50	1,759.50
JA	SILVER LAKE WATERSHED COMMISSI		55.04	55.04
TA	TRUST & AGENCY		1,982.25	1,982.25
<b>Total:</b>		<b>1,572.96</b>	<b>77,751.39</b>	<b>79,324.35</b>

Vouchers #995-1082 were audited by Trustee Lapiana.

Trustee Kwiecien made a motion to approve payment of abstract #14, vouchers #995-1082, in the amount of \$79,324.35 which was seconded by Trustee Bouchard and carried with all voting aye. A legal notice for electing village officers for the March 18, 2025 election has been published. Clerk’s Office holiday hours have also been advertised.

**DEPARTMENT/COMMITTEE REPORTS**

The Village Administrator provided updates on PMSA, financials, SLWC, and comp time. The proposed budget for SLWC includes an increase of \$173 for the village. A policy on compensatory time was proposed for salary exempt employees:

**“Policy on Comp Time for full-time, exempt, salaried positions for discussion  
 Compensatory Time**

**Union-Represented Employees** - *An employee who is a member of a collective bargaining unit is not covered by or eligible for the Compensatory Time provisions set forth below and should refer to the applicable collective bargaining agreement on Compensatory Time.*

In the event that a full-time, exempt, salaried employee is required to work more than forty hours in a week, the employee shall be allowed to receive compensatory time off at rate of one hour for each hour of authorized overtime worked.

The use of compensatory time must be mutually agreed upon with the department head and the Village Administrator at least two weeks in advance. Compensatory time can accumulate but must be used by the end of the fiscal year (May 31st).

An employee who is eligible for compensatory time under this section may not convert more than 40 hours into compensatory leave time in any given fiscal year. An employee must use all the compensatory leave credits within the fiscal year in which it is earned.

An employee who resigns, retires, is laid off, or leaves employment due to disciplinary action, will not receive payment for unused compensatory credits.”

Mayor Hauser made a motion to approve the policy and clarify it as noted. A salary exempt employee may not convert more than 40 hours and must use all time in the fiscal year. The Board agrees to review the policy at the end of the fiscal year and review data collected between now and the end of the fiscal year. Trustee Lapiana seconded the motion and it was carried unanimously.

Financial reports were provided for halfway through the fiscal year. The Village Administrator noted that the sewer fund contractual is going to be way over due to the increased cost of chemicals and sludge hauling. There is 7% remaining in the sewer contractual line and it should be closer to 50%. There is some money budgeted in contingency that is expected to help with this overage.

#### **DEPARTMENT/COMMITTEE REPORTS**

Department reports reviewed: Village Administrator, Financial Reports, Department of Public Works, Water Department, Sewer Department, Police Department, Fire Department, Property Maintenance Officer.

#### **TRUSTEE REPORTS**

Trustee Bouchard attended the Fire Committee meeting prior to the Board Meeting. A \$15 part for the fire whistle has been ordered which may get the whistle working for now. Truck maintenance is done for the year.

Mayor Hauser spoke about the LWRP (Local Waterfront Revitalization Program) mentioning that the Board should be interested in the boundary that is established.

Trustee Muolo attended the Public Works Committee meeting where the following was discussed: sidewalk express cost increase, reallocating ARPA funds, lead service line updates, grease trap inspections, and the Euclid/Walker Rd. water main. The Office Committee is scheduled to meet tomorrow. Trustee Muolo has also reached out to Brady Fergusson with Color Your Community Green about sustainability programs.

Trustee Lapiana also attended the Fire Committee meeting, adding that Leicester and Cuylerville have merged their fire departments and she will inquire more about the process.

## **EXECUTIVE SESSION**

At 8:35 pm, Mayor Hauser made a motion to enter executive session to discuss matters related to the employment of a particular person which was seconded by Trustee Kwiecien and carried with all voting aye.

At 9:09 pm, Mayor Hauser made a motion to exit the executive session which was seconded by Trustee Lapiana and carried. Also at 9:09 pm, Trustee Lapiana made a motion to adjourn the meeting which was seconded by Trustee Muolo and carried.

Respectfully submitted,  
Christina Slusser, Village Clerk