

**VILLAGE OF PERRY  
VILLAGE BOARD MEETING MINUTES  
NOVEMBER 17, 2025**

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 17<sup>th</sup> day of November 2025.

PRESENT:	Rick Hauser	Mayor
	Arlene Lapiana	Trustee
	Joel Bouchard	Trustee
	Richard Muolo	Trustee (joined at 7:46)
	Sandy Lawrence	Trustee
ALSO PRESENT:	Samantha Marcy	Administrator
	Christina Slusser	Village Clerk
GUESTS:	Jeff Boorsma	MRB Group

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 dated November 3, 2025 which was seconded by Trustee Lawrence and carried unanimously.

**SEQR UPDATE FOR WATER TREATMENT PLAN IMPROVEMENTS PROJECT**

Jeff Boorsma of MRB Group was in attendance to provide an update on the recommendation to amend SEQR for the water plant upgrade project. The scope of the project changed when adding the installation of a new intake line, so out of an abundance of caution, MRB Group recommends amending SEQR to explicitly state that work is being done “in” the lake rather than “near” the lake. The full (long form) EAF is required by the state for state funded projects and coordinated review. The determination of lead agency was already completed and has been coordinated with the DEC. The water operators are on board with the plans. MRB Group is targeting spring for bidding the project.

**VILLAGE OF PERRY WATER SYSTEM IMPROVEMENTS PROJECT – AMENDED 2025**

**SEQR RESOLUTION DECLARING INTENT TO BE LEAD AGENCY**

**WHEREAS**, the Village of Perry Board of Trustees (hereinafter referred to as Village Board) has reviewed the Amended SEQR Full Environmental Assessment Form (EAF) Part 1, prepared by the

MRB Group (hereinafter referred to as Village Engineer) on the above referenced Village of Perry Water System Improvements Project - Amended (hereinafter referred to as Action); and

**WHEREAS**, the previous Action has since been amended to include the installation of a new raw water intake line from the lake shore out into Silver Lake; and

**WHEREAS**, the Village Board determines that said Action is classified as a Type 1 Action under the State Environmental Quality Review (SEQR) Regulations; and

**WHEREAS**, the Village Board determines that said Action is also subject to review and approval by other involved agencies under SEQR Regulations; and

**WHEREAS**, the Village Board determines that it is the most appropriate agency to insure the coordination of this Action and will provide written notifications to involved agencies, for the purposes of conducting a coordinated review and making the determination of significance thereon under the SEQR Regulations.

**NOW, THEREFORE BE IT RESOLVED** that the Village Board does hereby declare its intent to be designated as the lead agency for the Action and directs the Mayor to sign and date the Full Environmental Assessment Form (EAF) Part 1.

**BE IT FURTHER RESOLVED**, that the Village Engineer is directed to provide notice hereof to the involved and interested agencies, seeking their agreement (or objection thereto) in writing.

Motion made by Trustee Lapiana: Seconded by Trustee Bouchard.

The above Resolution was duly adopted on Monday, November 17<sup>th</sup>, 2025, by the Village of Perry Village Board.

#### **RESOLUTION APPOINTING PART-TIME CROSSING GUARD, DANIELLE ALLEN**

**WHEREAS**, there is a vacancy for a Crossing Guard and the Chief of Police is requesting the appointment of Danielle Allen; and

**BE IT RESOLVED**, that the Perry Village Board of Trustees does hereby appoint Danielle Allen as a Crossing Guard at a rate of \$31.93 per hour effective November 18, 2025.

Trustee Lapiana made a motion to adopt the resolution appointing part-time crossing guard Danielle Allen which was seconded by Trustee Bouchard and carried with all voting aye.

#### **RESOLUTION APPROVING APPOINTMENT OF PLANNING BOARD MEMBER, DENNIS MURPHY**

**WHEREAS**, there is a vacancy on the Planning Board due to a recent resignation; and

**WHEREAS**, Mr. Dennis Murphy currently serves as an alternate member of the Planning Board and Mayor Hauser wishes to appoint Mr. Murphy to the unexpired member term; and

**BE IT RESOLVED**, Mayor Hauser appoints Mr. Dennis Murphy to fill the Planning Board Member term that expires 4/3/2028; and

**BE IT RESOLVED**, that the Perry Village Board of Trustees does hereby approve the appointment of Mr. Dennis Murphy.

Trustee Lapiana made a motion to approve the appointment of Planning Board member Dennis Murphy which was seconded by Trustee Bouchard and carried with all voting aye.

**RESOLUTION APPROVING APPOINTMENT OF PLANNING BOARD ALTERNATE, CRAIG UNTERBORN**

**WHEREAS**, Mr. Dennis Murphy has been appointed to the Planning Board member seat leaving an alternate member of the Planning Board position open; and

**BE IT RESOLVED**, Mayor Hauser appoints Mr. Craig Unterborn to fill the Planning Board Alternate term that expires 4/6/2026; and

**BE IT RESOLVED**, that the Perry Village Board of Trustees does hereby approve the appointment of Mr. Craig Unterborn.

Motion was made by Trustee Lapiana and seconded by Trustee Lawrence approving the appointment of Planning Board Alternate Craig Unterborn. This motion was carried with all voting aye.

**RESOLUTION APPROVING SUBMISSION OF BULLETPROOF VEST PARTNERSHIP APPLICATION BY PERRY POLICE DEPARTMENT**

**WHEREAS**, the Perry Police Department would like to apply for a Bulletproof Vest Partnership grant for the cost of bulletproof vests and related equipment for five officers totaling \$6,180.85; and

**BE IT RESOLVED**, that the Village of Perry Board of Trustees hereby approves the submission of the Bulletproof Vest Partnership grant application and authorizes the Chief Financial Officer to submit and approve the application.

Trustee Bouchard made a motion to approve the submission of the Bulletproof Vest Partnership grant application which was seconded by Trustee Lapiana and carried unanimously.

**RESOLUTION APPROVING ALLIED CPAS, PC FINANCIAL STATEMENTS AUDIT FOR THE 2024-2025 FISCAL YEAR**

**WHEREAS**, the Village of Perry Board of Trustees has hired Allied CPAs, PC to conduct an audit for the fiscal year ending May 31, 2025; and

**WHEREAS**, Allied CPAs, PC presented the draft audit report at the November 3, 2025 Village Board meeting and no changes have been made; and

**BE IT RESOLVED**, that the Perry Village Board of Trustees approves Allied CPAs, PC Financial Statements Audit for the 2024-2025 Fiscal Year.

Trustee Muolo made a motion to approve the financial statements for the 2024-2025 fiscal year. This motion was seconded by Trustee Bouchard and carried unanimously.

**RESOLUTION AUTHORIZING THE RELEVY OF UNPAID VILLAGE TAXES**

**WHEREAS**, the deadline for payment of Village Taxes for the 2025-2026 Village Tax Year was October 31, 2025; and

**WHEREAS**, unpaid Village taxes are subject to relevy and collection pursuant to Real Property Tax Law and resolution duly adopted by the Village of Perry Board of Trustees; and

**WHEREAS**, the Village of Perry Clerk/Tax Collector has provided the total amount of all unpaid Village of Perry taxes for the 2025 Tax Roll in an amount of \$152,998.35; and

**WHEREAS**, the total unpaid amount for Perry (SWIS code 564201) is \$127,640.48, which includes a penalty of 8% and the total unpaid amount for Castile (SWIS code 562603) is \$25,357.87, which includes a penalty of 8%; and

**BE IT RESOLVED**, that the Village Clerk of the Village of Perry is hereby authorized and directed to relevy any and all unpaid Village taxes to the county; and

**BE IT RESOLVED**, that the Village of Perry Board of Trustees authorizes the Village Clerk and Board of Trustees to sign the 2025 Affidavit of Collector forms.

Trustee Lapiana made a motion to adopt the resolution authorizing the relevy of unpaid village taxes which was seconded by Trustee Lawrence and carried with all voting aye.

**CLERK/DEPUTY TREASURER REPORT**

VILLAGE OF PERRY

Abstract # 012  
Summary by Fund

11/13/2025  
16:39:53

Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND	847.61	198,437.39	199,285.00
CD	SPECIAL GRANT FUND		723.00	723.00
F	WATER FUND	41.15	39,213.76	39,254.91
G	SEWER FUND	88.51	42,718.58	42,807.09
HF	WATER TREATMENT PLANT PROJECT		532.50	532.50
HS	CAPITAL PROJECT - SEWER IMPROV		14,069.35	14,069.35
TA	TRUST & AGENCY		1,890.00	1,890.00
<b>Total:</b>		<b>977.27</b>	<b>297,584.58</b>	<b>298,561.85</b>

Vouchers #965-1069 were audited by Trustee Lawrence. A large expense in this abstract is \$171,039.49 for the annual insurance invoice. A final tax collection trial balance was also provided. Trustee Bouchard made a motion to approve payment of abstract #12, vouchers 965-1069, in the amount of \$298,561.85 which was seconded by Trustee Muolo and carried with all voting aye.

**DEPARTMENT REPORTS**

Reports were reviewed for the following departments: Treasurer, Department of Public Works, Water & Sewer Departments, Police Department, and Property Maintenance.

The village will be moving forward with Colliers for the Silver Lake Trail project. Village administration has reached out to a firm for the Village Hall Project and is currently working on a contract. Regarding the EPG grant, the village needs to get out an RFQ for a study of the outfall at the Wastewater Treatment Plant. The hope is to come up with a plan that can be used to help get funding for repairs. The NYS Comptroller financial audit produced no findings. They recommended an IT audit which is scheduled to start on 12/4/2025.

**TRUSTEE REPORTS**

Trustee Muolo will be attending committee meetings on Wednesday.

Trustee Bouchard attended the Fire Committee meeting prior to the board meeting. They discussed projects, gear inspections, and new interior firefighters. Emission standards will be changing in a couple of years which will affect fire trucks.

Trustee Lawrence attended the problem properties meeting.

Trustee Lapiana attended the Fire Committee meeting along with Trustee Bouchard.

With no further business, motion to adjourn was made by Trustee Lapiana at 8:25 pm which was seconded by Trustee Muolo and carried.

Respectfully submitted,  
Christina Slusser, Village Clerk