

Board of Trustees Meeting Minutes

5/5/2014 4:30 PM

The regular meeting of the Board of Trustees was called to order at 4:37 pm with a salute to the flag led by Mayor Richard Lamberson

Present: Mayor Lamberson, Trustees: John Davis, Alex Nazemetz (5:05) and Jerry Cummins

Absent: Trustee Daniel Gleason, Dominic Papasergi, Police Chief and DPW Supt.

Also Present: Rena Flynn, Clerk Treasurer, Lance Jobe, CEO, Janine Fodor, Attorney

Attending: Tracy Jobe

RESOLUTION #2014-082

ACCEPT MINUTES OF APRIL 21, 2014

On motion made by Trustee Cummins, second by Trustee Davis resolved to accept the minutes of April 21, 2014. Aye-all. Nay-none.

- Cummins asked what OIC means on the police time sheets, Flynn replied Officer in Charge which would pay \$.50 additional pay per hour to the patrolman with seniority in charge when the Senior Patrolman or Sergeant are not on duty.
- Cummins questioned the Library sign in sheets attached to their time sheets; they do not match the time period. Lamberson will speak to the board chairperson on rectifying this.

TREASURERS REPORT

As of April 30, 2014

	CHECKING	SAVINGS	CD	
GENERAL	\$7,054.00	\$624,386.00	\$301,061.00	
WATER	\$12,951.00	\$344,619.00	50,202.00	
SEWER	\$12,891.00	\$520,825.00	50,202.00	
LIBRARY	\$29,787.00			
T&A	\$18,307.00			
WATER BOND		\$6,310.00		
TOTALS	\$80,990.00	\$1,496,140.00	\$401,465.00	
	RESERVES	RESERVES	RESERVES	TOTAL

	GENERAL	WATER	SEWER	
EQUIPMENT	\$175,071.00	\$ 46,040.00	\$ 14,394.00	\$235,505.00
POLICE UNIFORMS	\$5,456.00			\$5,456.00
		\$	\$	
NEW BUILDING & BLDG REPAIR	\$38,376.00	39,797.00	23,106.00	\$101,279.00
POLICE EQUIPMENT	\$33,318.00			\$33,318.00
CURBING & STORM SEWER	\$39,408.00			\$39,408.00
		\$		
WELL HOUSE PUMP/ROUTINE MAINT		11,024.00		\$11,024.00
WELL & WATER TANK BLDGS/TANK		\$		
MAINT		10,399.00		\$10,399.00
		\$		
METER PITS		14,174.00		\$14,174.00
			\$	
LIFT STATION, PITS, PUMP MAINT			14,055.00	\$14,055.00
		\$	\$	
ENGINEERS		10,038.00	3,507.00	\$13,545.00
		\$	\$	
	\$291,629.00	131,472.00	55,062.00	\$478,163.00

RECEIPTS (since last report)

AIM State Aid

Building/Sign/Pool permit 124.00

Bid Deposit/Award

Backflow testing

Clerk fees 52.00

CHIPS

Code Violation fees

Court Security 258.00

Court Fines/fees

Calibration-Pressure Bldg

Donation

DWI funds

Equipment sales

Franchise Fees

Fire Inspections 1,125.00

Gaming License 75.00

Grants 6,200.00

Inspections-c/o 40.00

Insurance refund

Lawn mowing

DISBURSEMENTS: from 6/1/13 to present

GENERAL \$ 576,784.00

WATER \$ 157,789.00

SEWER \$ 283,125.00

LIBRARY \$ 27,360.00

TOTAL **\$1,045,058.00**

Municipal Aid	
Mortgage Tax	
Police Contract	
Police Fees	
Pop machine	
Property Taxes	
Property Taxes-Penalty	
Refuse Collection	
Rent-WCB	
Reimbursements	2,176.00
Sales Tax	
Scrap metal	
Sewer Payment-Town	
Sidewalks	
Utility Tax	152.00
Unmetered Water	
Vending permit	
Vital Stats	
Water-Qtr Town	
Water meter	
Zoning fees	10.00
ZBA/PB Hearing fees	
Total	10,212.00

RESOLUTION #2014-0083

APPROVE TREASURER’S REPORT AND PAY CURRENT BILLS

On motion made by Trustee Cummins, second by Trustee Davis resolved to approve the Treasurer’s Report and pay the current bills. Bills paid by abstract #64972175 for \$428.69 and #64972176 for \$25,988.49. Aye-all. Nay-none.

POLICE

- Flynn said that the new vehicle quotes were just released and Papasergi will order one vehicle upon return to work and possibly the 2nd vehicle.
- Fodor will respond to grievence filed by Police Officer Christopher McGraw.

DPW

- Lamberson asked about the progress of sign installation, especially No Parking. Jobe said they haven't started installing them yet. Lamberson suggested they start with Oak St. Jobe said Schneider's were notified of other parking alternatives.
- Need to borrow the bucket truck in order to hang banners and flags, also to get the new lamps installed.
- Jobe will contact Potter Lumber to purchase a dump load of mulch for the Municipal Building and Main Street, be aware of the properties who maintain their own beds.
- There are dead bushes near the library according to Jobe, take them out? He said the salt could be destroying them. What type could replace them?
- Lamberson met with McElheney and Hare on the joint sewer grant, will need infiltration numbers for village portion of the grant. Meters will be dropped into manholes to measure infiltration between areas, track with rainfall.
- Jobe suggests Richard Peck construct the Railroad property sidewalks plus the remainders that need to be finished. Flynn and Jobe will review the sidewalk spreadsheet for completion.
- Lamberson said the handicap approaches on 2nd, 3rd, 4th & Maple need to be repaired.
- Jobe said it is up to the county to maintain property that it has taken over.
- Lamberson talked with Alianello on the water line loop, Jobe was asked to contact him to find out if the engineer on the project looked at both ways of looping.
- Papasergi is looking at online bid process or auction for the DPW vehicles.
- Lamberson said John Hare, Town Supervisor will not do anything with State of NYDOT-Update to Small Urban Boundaries and to remove it from the agenda.

SCADA

- Jobe reports the 12 day test period is proceeding well, so far all testing has passed.

OTHER

- ZBA needs 2 alternate members and possibly a permanent member. Training needs to be updated, 2013 training is needed by most members in addition to the 2014 mandatory hours.
- Fodor said Bill Wiedman could call her to give ideas of what the board would like to train on; also she could contact Carol Horowitz to possibly do a presentation.
- Cummins suggested the Board work on an Ethics Policy on the recommendation of NYCOM. It would need to be village specific.

- Lamberson will address the Library on their timesheets, the backup should match the timesheets and they should abide by the schedule set up in January, no prepayments for hours/days worked.
- 30 day advanced notice given to village by Senor Villa Inc for liquor license application.
- Allegany Public Library 2013 Annual Report submitted to board for their review.
- Flynn informed board that the county will not reimburse the village for any lawn maintenance invoices that were unpaid through the village tax bill and are now properties that the county has assumed. (Greenwood \$392.50, Walsh \$80.00) These will have to be expensed and costs absorbed by the village.
- Flynn provided board with financial audit package.
- Nazemetz will follow up on presentation that was provided to the employees on workplace violence, sexual harassment, hostile work environment to see if there would be a final report submitted by the presenter.
- Fodor provided a phone number for Lois Law for law and court rules.
- Flynn will provide to the board/employees the NIMS training requirements and courses each person needs to comply.
- Lamberson feels it is necessary to contract with the County for fuel in the case of an emergency, instead of waiting in long lines for fuel at retail gas stations. Cummins said that in the case of a disaster, government agencies should provide control and have priority on fueling. Jobe agreed that SEMO would fuel and distribute to local governments.
- Jobe asked about the process of keeping health insurance in the event of retirement. He has accumulated sick days which will pay for coverage for up to 2 years and wants to be sure that at the 12th hour, the insurance coverage will not be taken away. He also wondered how the weekly deduction that he currently pays would be handled.
- Fodor said insurance could be taken care of in 3 ways: 1. Paid for by the village and Jobe to reimburse village, 2. Split payment between both, and 3. Extend cobra coverage to Jobe.
- Fodor said it is hard to tell what the state and federal law will be when he retires or even what the insurance will be. Currently Cobra is a minimum of 18 months to a maximum of 36 months.

BEN WEITSMAN OF ALLEGANY

- Lamberson spoke with Tim Nolan on trucks parked at the River Park.
- Jobe said they told him it was ok because they help to finance repairs and maintenance of the park. Town said it was ok to park there.

- There are glass chips and scraps of metal in the area and on the street.
- While the park is rented out, they can't use it for parking now.
- Lamberson said the police dept. should issue tickets for vehicles blocking the road, for other issues pertaining to parking; does the town have laws or signage in place?

BACK GARAGE INSURANCE ISSUE

- Flynn was notified by email that the insurance company, based on their tour of the building recently, discovered serious problems with the state of disrepair of 2 DPW buildings. She was told by the insurance agent to wait until a formal notification was received to bring it to the board.
- When received, Flynn was asked to forward insurance information from HCC to Fodor.
- Lamberson said we need to work with the carrier to come up with a plan, what would the remediation plan entail?
- Jobe said he would have to condemn the buildings for a code safety violation as soon as possible.
- Lamberson wants to see what the report states.
- Jobe said all the equipment should be moved out.
- A structural engineer will be contacted to evaluate the buildings.
- Jobe said the shop building has bad wiring and a leaking roof, structure seems to be ok.

The following correspondence was read and put on file:

1. State of NY-Office of the State Comptroller-letter to acknowledge receipt of Corrective Action Plan
2. PERMA amended bylaws
3. ZBA/PB members-information for board/attorney (in boxes)
4. Alayne Donner-HCC Insurance-DPW buildings
5. Office of the NYS Comptroller-Fiscal Stress Scores

RESOLUTION #2014-084

ADD DELINQUENT WATER/SEWER BILLS TO THE VILLAGE PROPERTY TAX BILLS

ADD ACCRUED SIDEWALK BILLS TO VILLAGE PROPERTY TAX BILLS

ADD LAWN MAINTENANCE BILLS TO VILLAGE PROPERTY TAX BILLS

On motion made by Trustee Cummins, second by Trustee Davis resolved to add delinquent water/sewer bills (\$14,914.59), lawn maintenance bills (\$345.00) and accrued sidewalk bills (\$1,975.36) to the 2014 village tax bills that will be distributed in June. Aye-all. Nay-none.

RESOLUTION #2014-085

ALLOW AMERICAN CANCER SOCIETY TO HANG PURPLE RIBBONS ON MAIN ST. LIGHT POLES FOR RELAY FOR LIFE-PAINT YOUR TOWN PURPLE

On motion made by Trustee Davis, second by Trustee Nazemetz resolved to allow the American Cancer Society hang purple ribbons on the Main St. light poles for Relay for Life-Paint Your Town Purple. Aye-all. Nay-none.

RESOLUTION #2014-086

APPOINT JEFFREY BAXTER TO ZONING BOARD 5 YEAR TERM EFFECTIVE 4/1/2013-3/31/18

On motion made by Trustee Cummins, second by Trustee Nazemetz resolved to appoint Jeffrey Baxter to the Zoning Board of Appeals for a five year term effective 4/1/2013-3/31/2018. Aye-all. Nay-none.

RESOLUTION #2014-087

APPOINT ZERUAH J PITCHER TO ALLEGANY PUBLIC LIBRARY BOARD FOR 5 YEAR TERM EFFECTIVE 4/1/2014-3/31/19

On motion made by Trustee Nazemetz, second by Trustee Davis resolved to appoint Zeruah J Pitcher to the Allegany Public Library Board for a five year term effective 4/1/2014-3/31/2019. Aye-all. Nay-none.

RESOLUTION #2014-088

APPROVE TIME CLOCK POLICY AND PROCEDURES

On motion made by Trustee Cummins, second by Trustee Davis resolved to approve the time clock policy and procedures. Aye-all. Nay-none.

RESOLUTION #2014-089

ENTER EXECUTIVE SESSION TO DISCUSS PERSONNEL

On motion made by Trustee Cummins, second by Trustee Nazemetz resolved to enter executive session at 5:46 pm to discuss personnel. Aye-all. Nay-none.

RESOLUTION #2014-090

CLOSE EXECUTIVE SESSION

On motion made by Trustee Nazemetz, second by Trustee Davis resolved to close executive session at 6:20 pm. Aye-all. Nay-none.

RESOLUTION #2014-091

REINSTATE ALL SICK DAYS TO MCGRAW FOR 207C CLAIM OF 4/12/2014

On motion made by Trustee Nazemetz, second by Trustee Cummins resolved to reinstate all the sick days that were charged to McGraw for the 207c claim of 4/12/2014. Aye-all. Nay-none

RESOLUTION #2014-092

ADJOURN MEETING

On motion made by Trustee Nazemetz, second by Trustee Davis resolved to adjourn the meeting at 6:22 pm. Aye-all. Nay-none.

Respectfully submitted,

Rena Flynn, Clerk Treasurer