

**Board of Trustees Meeting Minutes
April 19, 2010**

The regular meeting of the Board of Trustees was called to order with a salute to the flag led by Mayor Richard Lamberson.

Present: Mayor Richard Lamberson; Trustees: James Rouleau, Charlie Fortuna, Diana Rzepka, and Dan Gleason

Also Present: Rena Flynn, Clerk Treasurer; Dominic Papasergi, DPW Supt. & Police Chief; and Janine Fodor, Attorney

Attending: Bob Parker, Marie Finch

RESOLUTION #2010-082
ACCEPT MINUTES OF APRIL 5, 2010

On motion made by Trustee Gleason, second by Trustee Fortuna resolved to accept the minutes of April 5, 2010. Aye-all. Nay-none.

TREASURERS
REPORT
As of April 16, 2010

	CHECKING	SAVINGS		
GENERAL	\$4,421.00	\$796,393.00		
WATER	\$646.00	\$305,139.00		
SEWER	\$1,165.00	\$381,575.00		
LIBRARY	\$41,066.00			
T&A	\$6,205.00			
WATER BOND		\$6,285.00		
TOTALS	\$53,503.00	\$1,489,392.00		
	RESERVES	RESERVES	RESERVES	TOTAL
	GENERAL	WATER	SEWER	
EQUIPMENT	\$148,924.00	\$	\$ 15,893.00	\$218,197.00
POLICE UNIFORMS	\$5,422.00	53,380.00		\$5,422.00
		\$		
BUILDING	\$38,137.00	39,519.00	\$ 22,920.00	\$100,576.00
POLICE EQUIPMENT	\$26,135.00			\$26,135.00
CURBING & STORM SEWER	\$34,176.00			\$34,176.00
GENERAL	\$30,036.00			\$30,036.00
WELL HOUSE PUMP ROUTINE MAINT		\$ 1,010.00		\$1,010.00
		\$		
WELL/WATER BLDGS/TANK MAINT		10,326.00		\$10,326.00
		\$		
METER PIT		11,580.00		\$11,580.00
LIFT STATION, PITS, PUMP			\$ 4,009.00	\$4,009.00

	\$		
\$282,830.00	115,815.00	\$ 42,822.00	\$441,467.00

RECEIPTS:

Building/Sign/Pool permit	40.00
Bid Deposit	
Backflow testing	50.00
Clerk fees	1.00
CHIPS	
Code Violation fees	
Court Security	195.00
Court Fines/fees	8930.00
Class Action	
Donation	
DWI funds	
Equipment sales	
Franchise Fees	
Fire Inspections	50.00
Gaming License	150.00
Grants	546.00
Inspections-c/o	40.00
Insurance refund	
Juvenile Officer	
Lawn mowing	
Municipal Aid	
Mortgage Tax	
Police Contract	
Property Taxes	
Property Taxes-Penalty	
Rent-WCB	
Reimbursements	
Sales Tax	
Scrap metal	
Town Sewer Payment	
Utility Tax	
Unmetered Water	
Vehicle repair rebate	189.00
Vital Stats	10.00
Water-Qtr Town	
Water meter	150
Zoning fees	10.00
ZBA/PB Hearing fees	

DISBURSEMENTS: from 6/1/09-present

GENERAL	\$ 508,541.00
WATER	\$ 150,364.00
SEWER	\$ 211,669.00
LIBRARY	\$ 25,333.00
TOTAL	\$ 895,907.00

Total 10361.00

RESOLUTION #2010-083
ACCEPT TREASURERS REPORT AND PAY CURRENT BILLS

On motion made by Trustee Rouleau, second by Trustee Rzepka resolved to accept the Treasurers Report and pay the current bills. Bills paid by #20000549 for \$10,732.95 and #20000550 for \$18,951.76. Aye-all. Nay-none.

DPW REPORT FOR THE MONTH OF MARCH 2010

- Sanded and Plowed Snow from Streets and Lots as needed.
- Cleaned tops of catch basins as needed.
- Lance did Code as needed – see Code Enforcement Blotter.
- Lance, Frank Tony and Tim attended a water training session at the American Legion Building in Allegany, NY.
- Did water, sanitary sewer and storm sewer locates as needed.
- Worked on equipment – Currently fixing rust spots, priming and repainting as well as routine maintenance etc...
- Put cold patch in potholes on village streets.
- Started locating water main valves on Hill area to prepare for future upgrades.
- Replaced a leaking fire hydrant on Saint Mary's Drive.
- Flushed sewer mains – monthly sewer flush.
- Swept out subways that had excessive sand on them throughout village.
- Started raking sod out of subways on hill area.
- Found a damaged water main curb box on Upland near White Oak - will need to repair in near future.
- Swept streets with street sweeper.
- New Water Flow Meter for tracking town water usage was installed near Water Well House #3 on Union Street. Meter was installed to replace a meter that was damaged last year due to an electrical malfunction.
- Removed repaired, prepared, primed, painted and then reinstalled flag pole located in front of the Allegany Library.
- Water meters were read for water/sewer quarterly billing.
- Worked on Back-Flow Device Testing in Village.
- Replaced siren speaker on CO-13.
- Staked out area where street light pole needs to be reinstalled on Saint Mary's Drive.
- Worked on and submitted Street Water and Sewer Budget request to Mayor for the 2010-2011 Fiscal Year.

VILLAGE OF ALLEGANY POLICE DEPARTMENT

CHIEF'S MONTHLY REPORT

MONTH
OF:

March

2010

Complaint Calls	75
Miscellaneous Calls	96
Larceny Complaints	0
Attempted Larceny Complaints	0
Burglary Complaints	0
Attempted Burglary Complaints	0
Vehicle & Traffic Tickets Issued	18
D.W.I. Arrests	1
Felony Arrests	0
Misdemeanor Arrests	3
Violation Arrests	8
Local Law Arrests	6
Accidents Investigated	P.I. 3
	P.D. 0
Parking Tickets Issued	62
Town Calls	36

Friday March 5, 2010 - Chief Papasergi attended a Cattaraugus County

Other (Identify):

Criminal Justice Committee Meeting in Olean, NY.

Wednesday March 17, 2010 - Extra police patrols were used to keep an eye persons out celebrating St. Patrick's Day.

Sunday March 28, 2010 - Our Department conducted a BUNY Check on East Main St. Rte. 417 in front of the Municipal Building per Grant Funding requirement.

Wednesday March 31, 2010 - Chief Papasergi attended a Cattaraugus County Police Chief Association Meeting in Yorkshire, NY.

Submitted the Police Budget request to Mayor for the 2010-2011 Fiscal Year.

POLICE

- Trustee Rouleau spotted a man looking for fire extinguishers in the trunk of our vehicles. Chief Papasergi said he was from Ganoungs and was servicing the fire extinguishers. He was missing one and two were not where they were supposed to be. Jim asked if the reports the police officers file each night have fire extinguishers listed, Chief stated yes. He may need to order a new one for a police car as one was missing. Ganoungs was also given a key (returned) to search and check the well house extinguishers.
- Police department is ready for the next few weeks of increased activity with the Spring semester at SBU ending soon.

- Trustee Gleason asked if people were able to ride to campus or other locations in police cars. Chief said only if on official police business, and if so then it needs to be documented. Otherwise, the Chief needs to be notified each time it happens. Chief informed officers that this behavior will not be tolerated. This needs to be documented on their Daily Activity Report; time on, time off, reason for transporting people. If another village car is out, that car should be informed. If another village police car is not out, contact the Sheriff Department. If Chief is not informed, they will be given a written warning.
- Evaluation procedure-Each officer is given a sheet to complete on themselves, Sergeant completes evaluation, and Chief receives completed evaluation by early November. He then reviews final evaluation and files it in each officer's personnel file. There's an area on the evaluation that offers the opportunity to include any schooling the officer would like to attend.
- 1st week of September when the SBU students return, walk around advising off-campus residents of local laws and services. Allegany Website has the letter to students, SBU website is linked to Allegany website.
- Live Scan grant application-offer fingerprinting scan to other agencies for use.

DPW

- Sewer meeting-Rodney has been tracking flows, infiltration. Talked about main sewer trunk line leading to Lift Station #2. Village did not maintain control over line; Town has taken care of it since they started maintaining lines in the town. Supt. Papasergi agreed with Rodney that it is a main transportation line from the village, it is used by both the town and village, and that the village should be responsible for the maintenance of it. Cost for maintenance should be half & half.
- Rodney advised he thought there could be roof drainage going into the main sewer line near the SBU townhouses. Lance and Dom checked into it and discovered that the SBU townhouse sewer lines were all hooked into the sanitary sewer main, this could be a part of the difference with the numbers the City of Olean has. Rodney advised Phil Winger of SBU to put a flow meter in area and until one is installed they will be charged for the difference in flow. This could be ¼ of village flow. Tried putting a camera in sewer main between 1&2, too much sewer to see anything. Will make arrangements to get camera later this summer when there is less sewage flow.
- Camera was also inserted into lines on Maple Ave. by the old school and Harriet St. There could be a crack (root problem) in the line on Harriet St.
- Plan is to change the storm sewer by Harriet St. side of school this year. Smoke test entire village, after school is out for the summer.
- 2" water line on Maple Ave. could be broken.
- Area by corner of Harriet St. - waiting for hot patch. Will cut out road to repair.
- Change valve at 4th St. and Chestnut St. Remove valve at Harriet and Chestnut Streets.
- Trustee Rzepka stated that a resident complimented the DPW on the good job they are doing. Commented that sweeper is dusty, Supt. Papasergi said it is running much better, as long as all doors are closed properly.
- Swept subways that had the most salt and sand residue. Firemen will hose down Main Street in the near future.
- DPW will sweep up waste that the backhoe cannot clean up to make the street look nicer.

- Trustee Gleason talked to Jay from National Grid and advised not to trim the tops off the trees, wait until they blossom. Trim the sides look at them at night, trim accordingly.
- Bob Parker of the Library Board thanked the DPW staff for the painting of the flag pole, also the clerk's office for help in preparing the legal notice for a new boiler.
- Have not received any correspondence from Olean Mayor Witte of letter sent 4/15/10.
- Go out to bid for Code Enforcement Property Maintenance violations: Lawn mowing, garbage clean up and removal, prevailing wage is not applicable.
- Go out to bid for Tree Removal and stumping, prevailing wage is applicable.
- Batteries need to be replaced in smoke detectors in Municipal Building.

CLERK

- Cattaraugus Region Community Foundation representative gave a presentation on the foundation and the how the Christmas in Allegany donations could be legally funneled through them. Board gave permission to go ahead with the CRCF if the Christmas in Allegany committee approved it. Trustee Rzepka said that the village community is fully supportive of bringing back Christmas in Allegany and the residents and businesses have always been good at supporting community projects and events.

ATTORNEY

- Board agreed to have Janine add language to the contract with the New York State Workers Compensation Board to bill them for ½ our internet service. Rena may start billing them for this fee (currently \$35.00 per month).
- Village made a claim in a bankruptcy case and was also put on the village tax, thus creating 2 claims. Recently we received a bankruptcy payment of 10% of the outstanding bill but will not cash the check. Would like to withdraw the bankruptcy claim and let the county take the claim. Janine will contact the bankruptcy court and/or the County Treasurer's office to discuss. In the meantime, the water will be shut off at the premises if there is no equipment connected to it (hot water heater).

WEBSITE

- Website revisions-Janine's experience was that sometimes updating a website could make it longer to get on it by ½-1 minute.
- Dominic said that having thumbnail pictures could save a lot of time, also upgrading the calendar would be beneficial to his input requirements. Janine agreed.
- Trustee Rouleau suggested that a student intern input information but Dominic said that a municipal website has to be very discretionary when posting material and every area of content needs to be initially reviewed.

The following correspondence was reviewed and put on file:

1. Time Warner Cable-interactive program guide to digital customers
2. Letter from St. Bonaventure Church declining request of property use for "Christmas in Allegany"
3. Christmas in Allegany committee meeting notes

4. Cattaraugus Region Community Foundation meeting notes
5. Sewer meeting notes & letter to Mayor Witte, City of Olean Mayor
6. Municipal Clerks Assoc-Emerald Ash Borer workshop
7. Court Fine & Fee Breakdown-through March 2010
8. Teamsters Local Union #264-grievance #10-001

RESOLUTION #2010-084

APPROVE CENTER FOR FAMILY UNITY ROADBLOCK FUNDRAISER

On motion made by Trustee Gleason, second by Trustee Fortuna resolved to approve the Center for Family Unity's Roadblock Fundraiser scheduled for May 21 from 7am-9am at the intersection of Rt. 417 and First Street. Aye-all. Nay-none.

Chief Water Operator Jobe reviewed the water bill that Louis Drago of 12 N. 7th St. received. It was larger than usual. Upon reading the meter and noticing a large consumption, Pam contacted Lance and he went to the home to investigate the situation. There was nothing unusual reported. Lance feels that possibly when the residents were away for Christmas break, they may have left a toilet running. Lance will give Mr. Drago two options:

- Removing and testing your meter at owner's expense if meter is found to be in the +/- parameter of 5% (fee is \$75.00). If the meter is tested to be higher than +/- 5%, the village will absorb the cost of testing and adjust your water/sewer bill accordingly.
- Because nothing was determined to be faulty on the meter when observed by the Allegany Water Department, the bill will stand as is.

RESOLUTION#2010-085

APPROVAL TO APPLY FOR NYS DIVISION OF CRIMINAL JUSTICE RECOVERY ACT GRANT FOR LIVE SCAN

On motion made by Trustee Rzepka, second by Trustee Rouleau resolved to approve the application for the NYS Division of Criminal Justice Recovery Act Grant for Live Scan (finger printing machine). Aye-all. Nay-none.

RESOLUTION #2010-086

APPROVAL FOR NEW SEWER CONNECTIONS IN THE TOWN TO BE CHECKED BY VILLAGE AND TOWN EMPLOYEES

On motion made by Trustee Fortuna, second by Trustee Rzepka resolved to approve that any new sewer connections in the Town be checked by village and town employees in order to verify that the sewage is going into the sanitary sewer. Also that any abandoned property sewer lines will be capped off and cut off at the curb stop. Sign off with contractor in order to put it on record. Aye-all. Nay-none.

RESOLUTION #2010-087
APPROVAL FOR EMPLOYEES AND BOARD MEMBERS TO ATTEND 17TH ANNUAL
LOCAL GOVERNMENT CONFERENCE ON 5/5/10

On motion made by Trustee Gleason, second by Trustee Fortuna resolved to allow employees and board members to attend the 17th Annual Local Government Conference at Houghton College. Conference would give the ZBA and Planning Board members the proper educational credits they need for the year. Aye-all. Nay-none.

RESOLUTION #2010-088
APPROVE WEBSITE REVISIONS

On motion made by Trustee Rzepka, second by Trustee Fortuna resolved to approve the Town/Village of Allegany website revisions that have been reviewed by a committee consisting of Town/Village board members and employees. Blumenthal's, who had designed the initial website, will be responsible for the upgrade revisions. Expense to village will be approximately \$2000.00, payable over 2 years. Aye-all. Nay-none.

- Trustee Rouleau acknowledged that St. Bonaventure University students cleaning up debris along the roads are doing a great job.

RESOLUTION #2010-089
ENTER EXECUTIVE SESSION

On motion made by Trustee Fortuna, second by Trustee Gleason resolved to enter executive session to discuss personnel matters at 8:43 pm. Aye-all. Nay-none.

RESOLUTION #2010-090
CLOSE EXECUTIVE SESSION

On motion made by Trustee Rzepka, second by Trustee Gleason resolved to close executive session at 9:50 pm. Aye-all. Nay-none.

- Chief would like a resolution that the board will not discuss village business matters with the employees unless they attend a regular board meeting. Board stated that they agree that it is general operating procedure to do just that. They are to follow the chain of command.

RESOLUTION #2010-091
ADJOURN MEETING

On motion made by Trustee Rzepka, second by Trustee Gleason resolved to adjourn meeting at 9:57 pm. Aye-all. Nay-none.

Respectfully submitted,

Rena Flynn, Clerk Treasurer