

BOARD OF TRUSTEES MINUTES

8/5/2013

The regular meeting of the Board of Trustees was called to order at 7:00 pm with a salute to the flag led by Mayor Richard Lamberson

Present: Mayor Richard Lamberson; Trustees: Alex Nazemetz, Bob Parker, Jerry Cummins, and John Davis

Also Present: Dominic Papasergi, Chief of Police & DPW Supt., Rena Flynn, Clerk Treasurer

Absent: Janine Fodor, Attorney

RESOLUTION #2013-126
ACCEPT MINUTES OF 7/22/2013

On motion made by Trustee Cummins, second by Trustee Davis, resolved to accept the minutes of 7/22/2013. Aye-all. Nay-none

TREASURERS REPORT
As of August 1, 2013

	CHECKING	SAVINGS	CD	
GENERAL	\$7,540.00	\$874,729.00	\$300,000.00	
WATER	\$8,273.00	\$352,561.00	\$50,000.00	
SEWER	\$18,625.00	\$525,797.00	\$50,000.00	
LIBRARY	\$49,178.00			
T&A	\$20,728.00			
WATER BOND		\$6,308.00		
TOTALS	\$104,344.00	\$1,759,395.00	\$400,000.00	
	RESERVES	RESERVES	RESERVES	TOTAL
	GENERAL	WATER	SEWER	
EQUIPMENT	\$174,986.00	\$46,008.00	\$14,383.00	\$235,377.00
POLICE UNIFORMS	\$5,453.00			\$5,453.00
NEW BUILDING & BLDG REPAIR	\$38,358.00	\$39,770.00	\$23,088.00	\$101,216.00
POLICE EQUIPMENT	\$33,302.00			\$33,302.00
CURBING & STORM SEWER	\$39,389.00			\$39,389.00

WELL HOUSE PUMP/ROUTINE MAINT	\$		
	11,016.00		\$11,016.00
WELL & WATER TANK BLDGS/TANK MAINT	\$		
	10,392.00		\$10,392.00
METER PITS	\$		
	14,164.00		\$14,164.00
LIFT STATION, PITS, PUMP MAINT		\$	
		14,044.00	\$14,044.00
ENGINEERS	\$	\$	
	10,031.00	3,504.00	\$13,535.00
	\$	\$	
	\$291,488.00	131,381.00	55,019.00
			\$477,888.00

RECEIPTS:		DISBURSEMENTS: from 6/1/13 to present	
AIM State Aid			
Building/Sign/Pool permit	224.00	GENERAL	\$ 121,102.00
Bid Deposit/Award		WATER	\$ 23,676.00
Backflow testing		SEWER	\$ 11,517.00
Clerk fees	1.00	LIBRARY	\$ 3,328.00
CHIPS		TOTAL	\$ 159,623.00
Code Violation fees			
Court Security			
Court Fines/fees			
Calibration-Pressure Bldg			
Donation	250.00		
DWI funds			
Equipment sales			
Franchise Fees			
Fire Inspections			
Gaming License			
Grants			
Inspections-c/o	80.00		
Insurance refund			
Lawn mowing	432.00		
Municipal Aid			
Mortgage Tax			
Police Contract			
Police Fees			
Pop machine			
Property Taxes	5,539.00		
Property Taxes-Penalty	256.00		
Refuse Collection			
Rent-WCB	110.00		
Reimbursements	59.00		

Sales Tax	
Scrap metal	
Sewer Payment-Town	
Sidewalks	
Utility Tax	429.00
Unmetered Water	
Vending permit	
Vital Stats	
Water-Qtr Town	
Water meter	
Zoning fees	10.00
ZBA/PB Hearing fees	
Total	7,390.00

RESOLUTION #2013-127

ACCEPT TREASURERS REPORT AND PAY CURRENT BILLS

On motion made by Trustee Nazemetz second by Trustee Parker resolved to accept the Treasurers Report and pay current bills. Bills paid by Abstract #64972125 for \$2,308.28, #64972126 for \$137.77, #64972127 for \$4,589.00, #64972128 for \$23,393.50 and #64972129 for \$5,616.54. Aye-all. Nay-none.

VILLAGE OF ALLEGANY POLICE DEPARTMENT
CHIEF'S MONTHLY REPORT

MONTH OF:	<u>July</u>	<u>2013</u>
Complaint Calls		<u>28</u>
Miscellaneous Calls		<u>54</u>
Larceny Complaints		<u>0</u>
Attempted Larceny Complaints		<u>0</u>
Burglary Complaints		<u>0</u>
Attempted Burglary Complaints		<u>0</u>
Vehicle & Traffic Tickets Issued		<u>4</u>
D.W.I. Arrests		<u>0</u>

Felony Arrests		0
Misdemeanor Arrests		1
Violation Arrests		0
Local Law Arrests		0
Accidents Investigated	P.I.	0
	P.D.	0
Parking Tickets Issued		2
Town Calls		11

Other

(Identify): Monday, July 29, 2013 - The new Police/DPW radios were installed at the Municipal Building. Radio's need to be programmed but base radio and the six stations are all hooked up.

DPW REPORT FOR THE MONTH OF JULY 2013

- Cut grass as needed.
- Lance did Code as needed – see Code Enforcement Blotter.
- Did water, sanitary sewer and storm sewer locates as needed.
- Cleaned off tops of Storm Sewer Catch Basins as needed.
- Finished grinding out bad spots on streets and putting in new blacktop.
- Chris Short from Emcor Services is in the process of getting the SCADA and alarm system at Water Well Houses, Water Pressure Building, Water Tank and Sewer Lift Stations in order and to get program up to date to be programmed for equipment to come on and/or off and to upload and/or document proper data readings of the system so that a meeting can be held with representatives from the Catt Co. Health Department in an attempt to reduce personnel overtime expenses for weekends and holidays.
- Still preparing Water Well Houses so they can be painted.
- Met with Mark Alianello Engineering at the site area to discuss the North First/North Second Water Main Loop Project. Due to obstructions we may have to require a thirty foot right of way through the Rehler property instead of a twenty foot right of way.
- Replaced the propeller and propeller housing on the VacCom/Sweeper. Project was done in house. Sweeper is now back in service.
- Assisted the school with patching holes in their parking lots at the high school on the Five Mile Road.
- Ran wires at the municipal building so that the new Police/DPW radio system can be installed as per the Radio System Upgrade Project as required by the FCC.
- Police Station radio and remotes have been installed at the municipal building. Some programming still needs to be done to get the system in full working order.

POLICE

- Rado is projected to be due back in the area by the end of September.
- Graham can work with another officer until she qualifies with Officer Baker, she also will need supervised field training.
- Papasergi stressed his urgent need for more officers. He doesn't have enough to fully staff the department for the first week that SBU students return.
- Nazemetz expressed his embarrassment for the process, he and Parker reviewed the applications quite a while ago and nothing has been done.
- Papasergi stated that he has previously provided information on Officers Rado and Graham, and he has never experienced such a tough time with hiring employees for the police department.
- Papasergi agreed with the training officer's request of hiring two additional officers in order to fill the required police shifts.
- Papasergi will try to schedule interviews for this Thursday evening after 5:30 pm.

DPW

- Davis asked if the street sweeper is back in service and Papasergi said yes and feels there is a possibility that we may be able to insert a rubber material during inspection to get more years out of the housing. Now that it has been torn apart, the staff knows what to look for as far to help prevent deteriorating of the interior wall near the propeller.
- Cummins asked about a project list for the remainder of the summer-Papasergi has a lot of projects among which some are: repair intersection at White Oak, Jefferson, and Nolan, possibly shoot and seal Jefferson and possibly Williams, replace water valve near Williams/Sherwood, hydrants on Williams/Clarence, install shut off valves on hydrants needing them, painting crosswalks.
- Currently cleaning storm sewers out.
- Cummins mentioned the sidewalks near N. 4th St, there is unevenness of slope which needs to be repaired.
- Parker asked about the telephone pole near the Maple/N. 4th intersection which was hit in an accident almost 2 years ago. Evidently there is a disagreement between the school and Verizon about the pole. Papasergi will try to contact a supervisor from Verizon as the pole needs to be removed for safety.
- Water loop from 1st to 2nd-Papasergi informed the board that a 30' right of way may be necessary instead of the 20'. The sewer line is within 10' of the water line.

- Papasergi said driveway aprons may need to be replaced for 2-3 properties in that area due to the project.
- Parker asked about the bags on fire hydrants on 417W, Papasergi said there are leaks and the water has been shut off by the town.
- Papasergi would like to change the hydrant by the water tank in the future.
- Cummins asked who in DPW works on Friday. Papasergi said usually Jobe or himself, with a seasonal worker.
- Cummins asked how we know when someone is scheduled for vacation, Papasergi receives requests from employees.
- Lamberson wants to continue on the parking signs project in the village. Flynn provided the board with the information from the planning board.
- It will be too expensive to install all the parking signs at one time.
- Papasergi said a local law needs to be updated and a public hearing held for any changes in parking.
- Lamberson would like the sewer cameras from the City of Olean to look at some areas where there may be infiltration. Papasergi said the city has been using the cameras quite frequently with their infrastructure work over the past couple of years, and when they are available will ask to use them.
- Main FCC radios are installed. Programming needs to be worked out before fully functional.
- Tree(s) in front of The Inkwell will not be removed at this time according to Parker and Nazemetz of the tree committee. They will plan having Main St. trees trimmed in the fall. Flynn to contact property owner.
- Papasergi said the cable (for hanging banners) across the street near the 3rd and Main St. intersection will be put up in the near future, need height clearances.
- Papasergi will have the DPW remove the banners from Main St before SBU is back in session.
- Papasergi will meet with representatives this week about the on-site energy audit.
- Jobe informed board that the sidewalk program is completed.

SCADA

- Parker asked about Emcor, the company updating the SCADA system for set points. This is the same company who was awarded the bid,
- For the most concise information, more memory is necessary and set points have to be inputted and working. We have added so much data information that the upgrade was needed in order to provide the information we are requesting.

- Papasergi wants water/sewer pumped daily reports to compare with City of Olean, among much other information.
- Lamberson asked if timed pumping is possible, Papasergi is working with Chris of Emcor to provide this information.
- System should be fully functional soon reported Papasergi; we will then have the Catt. Co. Health Dept come in for a review.
- Lamberson said we could possibly get training sheets from Chris Crawford for the procedure, Papasergi said a SOP will be implemented for employee use.

OTHER

- Lamberson stated he would like to pay the general fund from the sewer surplus from last fiscal year; Flynn responded that when the final numbers are balanced, she will inform the board and they can then make a decision.
- 3rd Q newsletter should include National Grid's 10,000 trees program information.
- Tree inventory needs to be updated for trees removed or added in the village.
- Catt. Co. Municipal Officials dinner will be held at EBS on 9/12/2013, 6 pm, village to sponsor. Mayor will look for a speaker.
- Cummins again wants to discuss a time clock for accountability. They run from \$200-\$700 for a general clock.
- Cummins said anyone we pay should punch the clock. Others questioned Crossing Guards, salaried employees.
- Received a notice from Don Lucho's Mexican Restaurant for a wine/beer license.
- State of New York Office of the State Comptroller is conducting a performance audit in the village over the next few weeks.

The following correspondence was discussed and put on file:

1. State of NY OSC-Village audit and schedule
2. City of Olean annual sewer bill w/spreadsheet of expenses
3. Time Warner Cable-agreement renewals
4. State of New York OSC-extension approval of AUD

RESOLUTION #2013-128

APPROVE ANNUAL SEWER BILL FOR TOWN OF ALLEGANY

On motion made by Trustee Cummins, second by Trustee Parker resolved to approve and send the annual sewer bill to the Town of Allegany in the amount of \$146,372.83. Aye-all. Nay-none.

RESOLUTION #2013-129

APPROVE MCAFEE PERMIT FOR TREE PLANTING IN SUBWAY ON JEFFERSON/DEVEREAUX

On motion made by Trustee Parker, second by Trustee Nazemetz resolved to approve the permit for Patrick McAfee to plant approved trees in the subway at the corner of Jefferson and Devereaux. Aye-all. Nay-none.

RESOLUTION #2013-130

APPROVAL TO APPLY FOR 2014 JUSTICE COURT ASSISTANCE PROGRAM GRANT (JCAP)

On motion made by Trustee Parker, second by Trustee Nazemetz resolved to approve the application for the Justice Court Assistance Program Grant (JCAP) for 2014 for panic buttons and key fobs. Aye-all. Nay-none.

RESOLUTION #2013-131

SET NY STATE AND LOCAL RETIREMENT STANDARD WORKDAY TO 8 HOUR FOR 2013-2014 FULL TIME EMPLOYEES (NOT DPW)

On motion made by Trustee Parker, second by Trustee Davis resolved to set the NY State and Local Retirement standard workday to 8 hours for full time employees except DPW. Aye-all. Nay-none.

RESOLUTION #2013-132

ENTER EXECUTIVE SESSION

On motion made by Trustee Cummins, second by Trustee Parker resolved to enter executive session at 5:59 pm to discuss the Police Contract with the Town. Aye-all. Nay-none.

RESOLUTION #2013-133

CLOSE EXECUTIVE SESSION

On motion made by Trustee Davis, second by Trustee Parker resolved to close executive session at 6:29 pm. Aye-all. Nay-none.

RESOLUTION #2013-134

ADJOURN MEETING

On motion made by Trustee Parker, second by Trustee Davis resolved to adjourn meeting at 6:29 pm. Aye-all. Nay-none.

Respectfully submitted,

Rena Flynn, Clerk Treasurer