

**Board of Trustees Meeting Minutes  
April 5, 2010**

RESOLUTION #2010-064  
OPEN PUBLIC HEARING FOR 2011 BUDGET

On motion made by Trustee Gleason, second by Trustee Fortuna resolved to open the Public Hearing for the 2011 Budget. Aye-all. Nay-none.

Sewer-City of Olean-flow records are conflicting with our records.  
Meter should be put outside lift station #2, then compare readings.  
Pressure fed to front of St. Bonaventure U., and then gravity fed to lift station #2.  
We know what comes out of pump station #1.  
We should look at sewer lines with camera.  
No further comments.

**2011 BUDGET**

**Budget  
5/31/2011**

Assessed Value=79,249,352  
Taxable Value=69,443,102  
Tax Rate per 1000=\$7.9194

**REVENUE**

A1001.000	Real Property Tax	549,950.00
A1090.000	Int/Penalty-Prop Tax	7,000.00
A1120.000	County Sales Tax	210,000.00
A1130.000	Utilities Tax	20,000.00
A1170.000	Franchises	22,000.00
A1255.000	Clerk Fees	200.00
A1289.000	Other Govt Income	900.00
A1560.000	Safety Inspection	1,300.00
A1589.000	Public Safety Income	2,500.00
A1603.000	Reg of Vital Stats	100.00
A2089.000	Other Culture & Recreation	3,000.00
A2110.000	Zoning Fees	4,200.00
A2130.000	Refuse/Garbage charges	35,000.00
A2189.000	Sidewalks	
A2260.000	Police Services	19,000.00
A2401.000	Interest Earnings	4,000.00
A2530.000	Games of Chance	100.00

A2555.000	Building Permits	1,500.00
A2610.000	Fines/Forfeitures	50,000.00
A2665.000	Sales of Equipment	0.00
A3001.000	State Aid per Capita	13,000.00
A3005.000	Mortgage Tax	9,000.00
A3089.000	Other Govt Aid	
A3501.000	Consolidated Highway Aid	26,000.00
A3820.000	Youth Programs	1,000.00

**TOTAL REVENUE** **979,750.00**

**EXPENSES**

A1010.100	Bd of Trustees-Personnel	10,500.00
A1010.400	Bd of Trustees-Contractual	500.00
A1110.100	Justice-Personnel	20,075.00
A1110.400	Justice-Contractual	3,500.00
A1110.426	Justice-Office Sup	500.00
A1110.460	Justice-Postage	600.00
A1210.100	Mayor-Personnel	5,800.00
A1210.400	Mayor-Contractual	500.00
A1325.100	ClerkTreas-Personnel	16,100.00
A1325.200	ClerkTreas-Equipment	2,000.00
A1325.400	ClerkTreas-Contractual	3,300.00
A1325.426	ClerkTreas-Office	2,300.00
A1325.430	ClerkTreas-Phone	1,800.00
A1325.460	ClerkTreas-Postage	2,400.00
A1325.480	ClerkTreas-Advertising	500.00
A1325.490	Clerk Treas-Contracts	7,000.00
A1410.100	DepClerk-Personnel	13,050.00
A1420.100	Law/Attorney-Personnel	7,000.00
A1420.400	Law/Attorney-Contractual	200.00
A1450.400	Elections-Contractual	1,000.00
A1620.100	Bldg-Personnel	5,000.00
A1620.200	Bldg-Equipment	3,500.00
A1620.400	Bldg-Contractual	2,500.00
A1620.410	Bldg-Electric	8,000.00

A1620.420	Bldg-Heat	2,800.00
A1620.427	Bldg-Maint/Supplies	4,000.00
A1910.400	Unallocated Insurance	33,000.00
A1920.400	Municipal Association Dues	1,900.00
A1950.000	Taxes & Assessments on Property	1,000.00

**sub-total** **160,325.00**

A3120.100	Police-Personnel	138,225.00
A3120.200	Police-Equipment	12,500.00
A3120.400	Police-Contractual	6,500.00
A3120.411	Police-Motor Vehicle R&M	5,000.00
A3120.412	Gas & Oil	14,000.00
A3120.415	Radio Repair	1,500.00
A3120.423	Uniforms	5,000.00
A3120.424	Uniform Cleaning	2,000.00
A3120.425	Ammo	2,000.00
A3120.426	Police-Office Supplies	1,000.00
A3120.428	Educational Supplies	1,000.00
A3120.430	Telephone	2,100.00
A3120.490	Police Contracts	2,000.00
	Reserves	5,000.00

**sub-total** **197,825.00**

A3620.100	Bldg/Zoning-Personnel	17,500.00
A3620.400	Bldg/Zoning-Contractual	3,600.00

**sub-total** **21,100.00**

A5010.100	Streets-Admin Service	19,000.00
A5020.00	Engineer	5,000.00
A5110.100	Streets-Personnel	62,000.00
A5110.200	Sts-Equipment	45,500.00
A5110.400	Sts-Contractual	21,500.00
A5110.411	Sts-Motor Veh R&M	12,000.00
A5110.412	Sts-Gas & Oil	8,000.00
A5110.414	Sts-Maintenance	44,000.00
A5110.419	Equipment Rental	1,000.00
A5110.420	Curbing	0.00
A5132.400	Building Maint	1,500.00
A5132.410	Garage Bldg-Electric	1,000.00
A5132.420	Garage Bldg-Heat	2,500.00

A5142.100	Snow Removal-Personnel	12,000.00
A5142.400	Snow-Contractual	10,000.00
A5182.410	Street Light-Contractual	44,000.00
A5410.000	Sidewalks	5,000.00
A8510.000	Community Beautification	5,000.00
A7110.100	Parks-Personnel	2,000.00
A8140.100	Storm Sewers-Personnel	8,500.00
A8140.400	Storm Sewers-Contractual	7,000.00
A8170.100	Street Clean-Personnel	14,000.00
<b>sub-total</b>		<b>330,500.00</b>
A7550.400	Celebrations-Contractual	4,500.00
A8010.000	Zoning	2,000.00
A8010.100	ZBA Services	1,700.00
A8020.100	Planning Board Services	2,300.00
A8025.400	Planning Board Contractual	2,000.00
A8160.400	Refuse Collection-Contractual	60,000.00
A8560.400	Trees Contractual	5,000.00
	Reserves	
<b>sub-total</b>		<b>77,500.00</b>
A9010.800	State Retirement	22,400.00
A9015.800	Fire & Police Retirement	25,000.00
A9030.800	Social Security	22,200.00
A9035.800	Medicare	5,200.00
A9040.800	Workers Comp	15,600.00
A9055.800	Disability Ins	700.00
A9060.800	Health Insurance	44,000.00
A9050.800	Unemployment Insurance	
<b>sub-total</b>		<b>135,100.00</b>
A9901.900	Transfer to Library	30,000.00
A9901.900	Transfer to Debt	29,900.00
A9950.900	Transfer-Capital Project	22,500.00

<b>sub-total</b>		<b>82,400.00</b>
<b>Total General Expenses</b>		<b>1,004,750.00</b>
Fund Balance		25000.00
<b>Net General</b>		<b>0.00</b>

## WATER FUND

### Revenue

F2140.000	Metered Water Sales	102,000.00
	Unmetered Water	
F2142.000	Sales	500.00
F2148.000	Int/Penalty-Water	1,500.00
F2378.000	Town Districts	120,000.00
F2401.000	Interest Earnings	1,600.00
F2665.000	Sale of Equipment	
F2770.000	Misc Revenues	3,400.00
<b>Total Revenue</b>		<b>229,000.00</b>

### Expenses

F1440.400	Engineers-Contractual	5,000.00
F8310.100	Admin-Personnel	36,125.00
F8310.200	Admin-Equipment	1000.00
F8310.400	Contractual	17,000.00
F8310.420	Heat (Gas)	5,000.00
F8310.430	Phone	1,500.00
F8320.100	Water Supply-Personnel	55,000.00
F8320.410	Source-Electric	48,000.00
F8320.420	Source-Phone	500.00
F8340.200	Trans & Dist-Equip	25,000.00
F8340.400	Trans & Dist-Contractual	21,500.00
F8340.421	Flouride	31,500.00
F8340.422	Water Testing	7,000.00
F8340.427	Maint & Supplies	4,000.00
F9010.800	State Retirement	5,600.00
F9030.800	Social Security	5,700.00

F9035.800	Medicare	1,350.00
F9040.800	Workers Comp	3,500.00
F9055.800	Disability	150.00
F9060.800	Hospitalization	24,500.00
F9950.900	Transfer-Capital Fund, B&E	6,000.00
<b>Total Expenses</b>		<b>304,925.00</b>
<b>Fund Balance</b>		<b>75,925.00</b>
<b>Net Water</b>		<b>\$0.00</b>

### SEWER FUND

#### Revenue

G2120.000	Sewer Rents	260,000.00
G2128.000	Int/Penalty-Sewer	4,000.00
G2374.000	Town	180,000.00
G2401.000	Interest Earnings	1,000.00
G2665.000	Sale of Equipment	
<b>Total Revenue</b>		<b>445,000.00</b>

#### Expenses

G8110.100	Admin Personnel	36,125.00
G8110.200	Admin Equip Exp	1,000.00
G8110.400	Contractual	14,000.00
G8120.100	Sanitary Sewer-Personnel	7500.00
G8120.200	Sanitary Sewer Equip	5,000.00
G8120.400	Sanitary Sewer Contractual	8,000.00
G8120.410	Sanitary Sewer-Electric	16,000.00
G8120.420	Sanitary Sewer-Heat	2,200.00
G8120.430	Sanitary Sewer-Phone	1,500.00
G8130.100	Sewage Treatment-Personnel	20,000.00
G8130.200	Sewage Treatment-Equipment	18,000.00
G8130.400	Sewage Treatment-Disp Contract	1,500.00
G8130.410	Sewer Processing-Olean	250,000.00
G8130.421	Bacteria	6,000.00

G8130.427	Maint & Supplies	3,000.00
G9010.800	State Retirement	3,000.00
G9030.800	Social Security	4,000.00
G9035.800	Medicare	1,000.00
G9040.800	Workers Comp	1,600.00
G9055.800	Disability	150.00
G9060.800	Hospitalization	17,500.00
G9901.900	Transfer to Other Funds	1,500.00

**Total Expenses** **418,575.00**

**Fund Balance**

**Net Sewer** **26,425.00**

**Library**

**Revenue**

L2360.000	Town Revenue	30,000.00
L2401.000	Interest & Earnings	40.00
L2705.000	Gift/Donations	100.00
L2716.000	Memorials	
L2760.000	Grants	1400.00
L2770.000	Fines	1525.00
L5031.000	Transfer from other	30,000.00
	Investment	3,650.00

**Total Revenue** **66,715.00**

**Expenses**

L7410.100	Personnel	41360.00
L7410.200	Equipment	150.00
L7410.400	Contractual	18,235.00
L7410.410	Electric	3,100.00
L7410.420	Gas (Heat)	3,000.00
L7410.430	Phone/Internet	1,000.00
L7410.440	Library Books	6,200.00
L9030.800	Social Security	3,175.00
L9035.800	Medicare	
L9040.800	Workers Comp	
L9055.800	Disability	

<b>Total Expenses</b>	<b>76,220.00</b>
<b>Fund Balance</b>	9505.00
<b>Net Library</b>	<b>0.00</b>

<b>Total Revenue</b>	<b>1,720,465.00</b>
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<b>Total Expenses</b>	<b>1,804,470.00</b>
<b>Fund Balance</b>	<b>110,430.00</b>
<b>Net</b>	<b>26,425.00</b>

RESOLUTION #2010-065  
CLOSE PUBLIC HEARING FOR 2011 BUDGET

On motion made by Trustee Fortuna, second by Trustee Gleason resolved to close the Public Hearing for the 2011 Budget. Aye-all. Nay-none.

RESOLUTION #2010-066  
OPEN REORGANIZATION MEETING

On motion made by Trustee Rouleau, second by Trustee Fortuna resolved to open the Reorganization Meeting. Aye-all. Nay-none.

**VILLAGE OF ALLEGANY  
APPOINTMENTS 2010-2011**

Deputy Mayor	Diana Rzepka
Clerk Treasurer, Court Clerk Registrar of Vital Statistics	Rena Flynn
Deputy Clerk, Deputy Court Clerk Deputy Registrar of Vital Statistics	Pamela Withers
Office Clerk	Rhea Carls
Building Maintenance	Robert Tucker
Acting Justice	David Porter



Superintendent of Public Works  
Deputy Superintendent of Public Works

Dominic G. Papasergi  
Lance Jobe

Police Chief  
Patrolman/Acting Sergeant  
Sr. Patrolman-part time  
Patrolmen-part time

Dominic G. Papasergi  
Christopher McGraw  
Timothy Peterson  
Frank Snyder  
Daniel Gonska  
Lou Harrison  
David Conner  
Sean Obergfell  
Jennifer Graham  
Christopher Baker  
Timothy Blovsky  
Matthew Finnerty

Juvenile Officer  
Civil Defense Director  
Incident Command Officer  
Attorney  
Code Enforcement Officer  
Chief Water Operator

Christopher McGraw  
Dominic G. Papasergi  
Dominic G. Papasergi  
Janine Fodor  
Lance Jobe  
Lance Jobe

Crossing Guard

Maynard Thompson  
Donald Holdridge

Crossing Guard Subs

Frank Boni  
John Kuhn

Official Newspaper

Times Herald, Olean

Village Board Meetings

1<sup>st</sup> Monday of each month, 4:00 pm  
3<sup>rd</sup> Monday of each month, 7:00 pm  
Municipal Building  
Subject to change

Official Depositories

Five Star Bank  
Community Bank  
MBIA Class

**VILLAGE OF ALLEGANY  
COMMITTEES 2010-2011**

Streets	Daniel Gleason
Water	Charles Fortuna Diana Rzepka
Sewer	Charles Fortuna
Police	James Rouleau
Fire Department Liaison	Richard Lamberson
Budget	Richard Lamberson
Sidewalks	Diana Rzepka Charles Fortuna
Trees	Daniel Gleason
Contracts	Diana Rzepka
Clerk's Office	Diana Rzepka
Zoning/Planning Boards	James Rouleau
Village/Town/School Liaison	Daniel Gleason
Safety Committee	Diana Rzepka
Personnel Committee	James Rouleau Charles Fortuna

**PURCHASING POLICIES AND PROCEDURES**

THIS RESOLUTION SETS FORTH THE POLICIES AND PROCEDURES OF THE VILLAGE OF ALLEGANY to meet requirements of General Municipal Law, Section 104-b.

Purpose

Goods and services which are not required by law to be procured pursuant to competitive bidding must be procured in a manner so as to assure the prudent and economical use of public moneys, in the best interest of taxpayers, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism, improvidence, extravagance, fraud and corruption. To further these objectives, the governing board is adopting internal policies and procedures governing all procurements of goods and services which are not required to be made pursuant to the competitive bidding requirements of General Municipal Law, Section 103 or of any other general special of local law.

Procedures for Determining Whether Procurements are subject to Bidding.

The procedures for determining whether a procurement of goods and services is subject to competitive bidding and documenting the basis for any determination that competitive bidding is not required by law is as follows:

- |                 |  |
|-----------------|--|
| \$1-500         | At the discretion of the Department Head.                          |
| \$501-3000      | At the discretion of the Board and Department Head (may be verbal) |
| \$3001-9999     | Written quote from at least 2 separate vendors (if available).     |
| \$10,000 and up | Sealed bids in conformance with Municipal law, Section 103.        |

Proper documentation is required when the quote is not awarded to the vendor giving the lowest price. Quotes will be awarded to the lowest responsible and responsive vendor.

Statutory Exceptions From These Policies and Procedures

Except for procurements made pursuant General Municipal Law, Section 103(3) (throughout county contracts) or Section 104 (through state contract), State Finance Law, Section 175-b (from agencies for the blind or severely handicapped), Correction Law, Section 186 (articles manufactured in correctional institutions), or the items excepted herein (see below), alternative proposals or quotations for goods and services shall be secured by use of written requests for proposals, written quotations, verbal quotations or any other method of procurement which furthers the purposes of General Municipal Law, Section 104-b.

Procedures For Public Work Projects/Contracts

- |                |  |
|----------------|--|
| \$1-500        | At the discretion of the Department Head.  |
| \$501-5000     | At the discretion of the Board and Department Head.  |
| \$5001-9999    | Documented telephone quotes from at least 3 separate vendors (if available).                               |
| \$10000-19999  | Formal written request for Proposal with a response from at lease (2) Vendors and if possible (3) vendors. |
| \$20000 and up | Formal sealed bids in conformance with Municipal Law, Section 103.   |

In all circumstances, whenever other than the lowest quote is awarded, there must be written documentation of the reason for the award.

**UNDER NO CIRCUMSTANCES CAN A QUOTE THAT EXCEEDS THE BID LIMIT BE AWARDED**

**Professional Services and Consultants**

\$1-10,000	Annual charge will be at the discretion of the Department Head, and with the approval of the Board.
\$10001-19999	Prices will be obtained by formal written quotes from at least 2 sources and the award will be made at the discretion of the Department Head and with the approval of the Board.
\$20,000 and up	Prices will be obtained by Formal Request for proposal, with the award of contract being made by the Board.

Awards to other than the lowest proposer must be properly documented with the rationale/reason for rejection of the lowest price.

Any and all procedures not specifically covered in this policy will be adhered to as covered in General Municipal Law. Section 104-b.

An emergency exists wherein the delay caused by soliciting quotes would endanger the health, welfare, or property of the municipality, or more important the individual taxpayer, then the procurement of goods or services will be at the discretion of the property department head with documentation as to the nature of the emergency and shall be sent to the Governing Board, within five (5) working days of such procurement.

**Annual Review**

The governing board shall annually review these policies and procedures. The Board shall be responsible for conducting an annual review of the procurement policy and for an evaluation of the internal control structure established to ensure compliance with the procurement policy.

**Unintentional Failure to Comply**

The unintentional failure to fully comply with the provisions of this General Municipal Law, Section 104-b shall not be grounds to void action taken or give rise to cause action against the Village of Allegany or any officer or employee thereof.

**Resolution**

**INVESTMENT POLICY OF THE VILLAGE OF ALLEGANY**

The objectives of the Investment Policy of the Village of Allegany is to minimize risk, to insure that investments mature when the cash is required to finance operations; and to insure a competitive rate of return. In accordance with this policy, the chief fiscal officer is hereby authorized to invest all funds including proceed of obligation in:

Certificates of Deposit issued in a bank or trust company authorized to do business in New York State:

Savings accounts;

Obligations of New York State;

Obligations of the United State Government;

The following banks and municipal investors are designated by the Village of Allegany;

Five Star Bank, Allegany, New York  
The Community Bank, N. A., Olean, New York  
MBIA Municipal Investors Service Corporation

Collateral:

Certificate of Deposits shall be fully secured by insurance of the Federal Deposit Insurance Corporation or by obligations of federal agencies, the principal and interest of which are guaranteed by the United States, or obligations of New York State local governments. Obligations shall be held by a third party.

Collateral shall not be required with respect to the direct purchase of obligations of New York State, obligations of the United States, and obligations of federal agencies the principal and interest of which are guaranteed by the United State Government.

The governing Village Board of the Village of Allegany shall review and approve the investment policy, at least annually, and if practicable, at its organizational meeting and the members shall review and amend, if necessary these investment policies

The provision of these investment guidelines shall take effect prospectively, and shall not invalidate the prior selection of any Custodial Bank or prior investment.

### **ADVANCE APPROVAL OF CLAIMS**

WHEREAS the Board of Trustees of the Village of Allegany has determined to authorize payment in advance of audit claims for public utility services, postage, freight and express charges, and

WHEREAS all such claims shall be presented at the next regular meeting for audit, and

WHEREAS the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the board of trustees,

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the board of trustees.

Section 2. That this resolution shall take effect immediately.

### **MILEAGE POLICY**

WHEREAS the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of Trustees shall approve reimbursement to such officers and employees at the rate of \$.50 per mile;

Section 2. That this resolution shall take effect immediately.

RESOLUTION 2010-067  
CLOSE REORGANIZATION MEETING

On motion made by Trustee Fortuna, second by Trustee Rouleau resolved to close the Reorganization meeting. Aye-all. Nay-none.

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, and Dan Gleason

Absent: Diana Rzepka,

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

Attending: Larry Kardos

RESOLUTION #2010-068  
ACCEPT MINUTES OF MARCH 15, 2010

On motion made by Trustee Rouleau, second by Trustee Fortuna resolved to accept the minutes of March 15, 2010. Aye-all. Nay-none.

TREASURERS  
REPORT  
As of April 5, 2010

	CHECKING	SAVINGS		
GENERAL	\$2692.00	\$802,174.00		
WATER	\$1,004.00	\$316,078.00		
SEWER	\$1,086.00	\$364,453.00		
LIBRARY	\$42,802.00			
T&A	\$6,835.00			
WATER BOND		\$6,284.00		
<b>TOTALS</b>	<b>\$53,503.00</b>	<b>\$1,489,392.00</b>		
	RESERVES GENERAL	RESERVES WATER	RESERVES SEWER	TOTAL

EQUIPMENT	\$148,878.00	\$ 53,364.00	\$ 15,888.00	\$218,130.00
POLICE UNIFORMS	\$5,421.00			\$5,421.00
		\$		
BUILDING	\$38,125.00	39,507.00	\$ 22,912.00	\$100,544.00
POLICE EQUIPMENT	\$26,127.00			\$26,127.00
CURBING & STORM SEWER	\$34,165.00			\$34,165.00
GENERAL	\$30,027.00			\$30,027.00
WELL HOUSE PUMP ROUTINE MAINT		\$ 1,009.00		\$1,009.00
		\$		
WELL/WATER BLDGS/TANK MAINT		10,323.00		\$10,323.00
		\$		
METER PIT		11,577.00		\$11,577.00
LIFT STATION, PITS, PUMP			\$ 4,007.00	\$4,007.00
		\$		
	<b>\$282,743.00</b>	<b>115,780.00</b>	<b>\$ 42,807.00</b>	<b>\$441,330.00</b>

RECEIPTS:		DISBURSEMENTS: from 6/1/09-	
Building/Sign/Pool permit	42.00	present	
Bid Deposit		GENERAL	\$ 502,663.00
Backflow testing		WATER	\$ 141,278.00
Clerk fees	2.00	SEWER	\$ 210,587.00
CHIPS		LIBRARY	\$ 24,028.00
Code Violation fees		TOTAL	<b>\$ 878,556.00</b>
Court Security	170.00		
Court Fines/fees			
Class Action			
Donation			
DWI funds			
Equipment sales			
Franchise Fees			
Fire Inspections	75.00		
Gaming License			
Grants			
Inspections-c/o	80.00		
Insurance refund			
Juvenile Officer			
Lawn mowing			
Municipal Aid			
Mortgage Tax			
Police Contract			
Property Taxes	487.27		
Property Taxes-Penalty	3898.00		
Rent-WCB			
Reimbursements			
Sales Tax			
Scrap metal			

Town Sewer Payment	120,439.00
Utility Tax	8,257
Unmetered Water	
Vehicle repair rebate	
Vital Stats	
Water-Qtr Town	
Water meter	
Zoning fees	10.00
ZBA/PB Hearing fees	

**Total 181,700.00**

RESOLUTION #2010-069  
ACCEPT TREASURERS REPORT AND PAY CURRENT BILLS

On motion made by Trustee Fortuna, second by Trustee Gleason resolved to accept the Treasurers Report and pay the current bills. Bills paid by #20000547 for \$1,160.72 and, #20000548 for \$16,190.95. Aye-all. Nay-none.

- Larry Kardos was here to question if an individual property owner can treat trees in the subway. He has 2 Emerald Ash trees in the subway in front of his home which may be affected by the borer. Board stated that he can treat the trees himself or hire a licensed applicator. Jay from National Grid will contact Larry to review procedure.

**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**

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### **CHIEF'S MONTHLY REPORT**

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MONTH OF:	<b>March</b>	<b>2010</b>
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

Other

(Identify): **Friday March 5, 2010** - Chief Papasergi attended a Cattaraugus County 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.

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The following correspondence was reviewed and put on file:

1. Thank you-Display sales (Christmas ornaments)
  2. Time Warner Cable-expiring agreements (2)
  3. Victoria Menter (to APD)
  4. NY State & Local Retirement System, Plan 384-d
  5. Letter from Judy Speckman, Allegany PTO Education Labels
  6. City of Olean revised billing from 2009/2010
- Items of discussion for the Planning Board are as follows:  
Sidewalk Law-village maintenance in winter  
Parking at Elementary School  
One way street- Chestnut from 4<sup>th</sup> westerly to 2<sup>nd</sup>  
Parking on front lawns  
Moratorium on wood burning devices
  - Mayor suggested holding a joint meeting with the Town to discuss:  
Website  
Sewer issue with City Olean  
Town Water (revenues down considerably)  
Library-take over by Town
  - Insurance Property valuation and equipment schedule for PC Solutions will be reviewed for accuracy.
  - Board members to review the Personnel Policy. It had expired 12/31/07.

## **DPW**

- Comparisons of sewer meter readings with City of Olean
- Comparisons with Town of Allegany Water readings
- GPS-Trustee Rouleau asked about training. Supt. Papasergi said Town employees Jeff Louser and Dave Barton will train our personnel. Town has equipment and is working on their locations at the present time. Town had some initial trouble with equipment. Supt. Papasergi stated that possibly BOCES students could help with the CAD system. Dom will most likely have to work on the computer portion of it.
- Would like smoke testing done at SBU. Also, Supt. Papasergi suggests putting a camera in the sewer lines to see if there are taps into the sanitary sewer line that should be going into storm sewers. A metering pit should be put at lift station #2. Anything the town connects to sewer needs to be checked out.
- Trustee Fortuna and Mayor Lamberson will attend the City of Olean Common Council meeting Tuesday night for the purpose of the sewer questions we have.
- Yard waste will be picked up from 4/7-5/25/10. Ad will be in the newspaper this week.
- Sand filled subways are being swept; some areas will not have to be swept. Will rake sod on hill areas.

- Supt. Papasergi will call Fries again to see about the trees that need to be cut.
- Trustee Rouleau questioned equipment engraving. Supt. Papasergi said all major equipment and most small equipment is either engraved or burned with village identification. Jim would like to be able to refer to a list of inventory items that match the location of a specific piece of equipment.
- Summer help may paint street light poles with the assistance of a DPW worker. Will need to utilize the bucket truck for this project.
- DPW will assist with mowing the River Park occasionally in exchange for Town mechanic work on some village vehicles. This is a part of the Shared Service Agreement.
- Will bid out lawn mowing based on an hourly rate and equipment rate. Lance Jobe to check into whether prevailing wages need to be addressed.
- Jay from National Grid will assist with trimming trees on Main St. Suggestion was made to trim one, then if it is ok, then trim the remaining. Lighting is a problem on Main Street at night and the Mayor feels the trees are to blame.

## **POLICE**

- Trustee Rouleau asked if our police officers could go onto a property at 11 pm to quiet down a party with no formal complaint received. Chief Papasergi stated that the volume of a party is anyone's opinion. What may be loud to one person may not affect another at all. It's tough to determine a level of noise. If it's real loud the police can have them tone it down. It also could be a situation that when a patrol car goes by, it's quiet. Officers are ready for the upcoming parties held outside in the nice weather.
- Trustee Rouleau asked about roller blading in the street. Wondered why there are no signs stating it is not allowed. Could possibly put a sign at the entrances to the village. He asked what happens if someone gets hurt while on our streets. Attorney Fodor said there is an assumption of risk taken when a person does any activity in the village. Chief said that a person could just as easily fall off a bike while on village streets. Officer may stop kids and give them a warning.
- Trustee Rouleau asked that officers stop vehicles driving to the Transfer Station in pickup trucks that are losing waste from their trucks and warn them to cover contents while in the village.

## **ATTORNEY COMMENTS**

- Regarding sidewalks, our insurance company suggests language that any property owner be responsible for the upkeep of sidewalks regardless if the village plows them in the winter. Attorney Fodor said an extra insurance policy could be involved, our policy price may not go down, but may increase minimally if there's an incident.
- Does not feel that anything further can be done with regards to the sewer #2 pumps and controls that were damaged due to a sub-contractor error. Village expense is in excess of \$7500.00.
- Will add internet costs to agreement with State of New York Workers' Compensation Board

RESOLUTION #2010-070

ACCEPT APPOINTMENTS, OFFICIAL NEWSPAPER, DATES/TIME OF REGULAR BOARD MEETINGS, DESIGNATION OF DEPOSITORIES, AND COMMITTEES

On motion made by Trustee Fortuna, second by Trustee Rouleau resolved to accept the Appointments, Official Newspaper, dates/times of regular board meetings, designation of depositories, and Committees for fiscal year 2011. Aye-all. Nay-none.

RESOLUTION#2010-071

ACCEPT PURCHASING POLICY AND INVESTMENT POLICY

On motion made by Trustee Gleason, second by Trustee Rouleau resolved to accept the Purchasing Policy and Investment Policy for fiscal year 2011. Aye-all. Nay-none.

RESOLUTION #2010-072

ACCEPT ADVANCE APPROVAL OF CLAIMS

On motion made by Trustee Fortuna, second by Trustee Rzepka resolved to accept the Advance Approval of Claims for fiscal year 2011. Aye-all. Nay-none.

RESOLUTION #2010-073

ACCEPT MILEAGE ALLOWANCE

On motion made by Trustee Rouleau, second by Trustee Gleason resolved to accept the Mileage Policy for fiscal year 2011. Aye-all. Nay-none.

RESOLUTION #2010-074

APPOINT RHEA CARLS AS A PART TIME CLERICAL WORKER

On motion made by Trustee Gleason, second by Trustee Rouleau resolved to appoint Rhea Carls as a part time clerical worker in the clerk's office. She will not be able to tend to any Planning Board issues while working in the clerical position. Aye-all. Nay-none.

RESOLUTION #2010-075

ADOPT 2011 BUDGET

On motion made by Trustee Rouleau, second by Trustee Gleason resolved to adopt the 2011 Budget. Tax rate will be \$7.9194 per thousand dollars of property value. This is a .0086% increase and \$.0674 rate increase. Aye-all. Nay-none.

RESOLUTION #2010-076

APPROVE SALE OF RIVER PARK TO TOWN

On motion made by Trustee Gleason, second by Trustee Fortuna resolved to approve the sale of the River Park to the Town of Allegany. Aye-all. Nay-none.

RESOLUTION #2010-077

APPROVE ATTENDANCE TO HIGHWAY SCHOOL FOR DOMINIC PAPASERGI AND LANCE JOBE

On motion made by Trustee Gleason, second by Trustee Rouleau resolved to approve attendance to highway school in Ithaca for Papasergi and Jobe. This includes \$90 each registration and lodging for 3 nights. Aye-all. Nay-none.

RESOLUTION #2010-078

APPROVE VILLAGE MUNICIPAL BUILDING AS A POLLING SITE FOR ELECTIONS

On motion made by Trustee Gleason, second by Trustee Rouleau resolved to approve the Municipal Building as a polling site for any elections this year upon the request of the Cattaraugus County Board of Elections. Aye-all. Nay-none.

RESOLUTION #2010-079

APPROVE DONATION TO THE ALLEGANY ENGINE CO. PARADE

On motion made by Trustee Fortuna, second by Trustee Gleason resolved to approve the donation of \$500.00 to the Allegany Engine Co. Parade during the Old Home Week festivities. Aye-all. Nay-none.

RESOLUTION #2010-080

APPROVE ALCS-BUFFALO NEWS KID'S DAY SALE ON APRIL 27, 2010

On motion made by Trustee Gleason, second by Trustee Rouleau resolved to approve the ALCS-Buffalo News Kid's Day sale on April 27, 2010. Newspapers will be sold from 6am to 8am on the corners of Rt. 417 and 1<sup>st</sup> St. and Maple Ave. and 1<sup>st</sup> St. Aye-all. Nay-none.

RESOLUTION #2010-081

ADJOURN MEETING

On motion made by Trustee Gleason, second by Trustee Fortuna resolved to adjourn meeting at 8:40 pm. Aye-all. Nay-none.

Respectfully submitted,

Rena Flynn, Clerk Treasurer