

April 17, 2013

The regular meeting of the Village of Cassadaga was held on April 17, 2013 with Mayor LeeAnn Lazarony presiding. Trustees present were Jeffrey Frick and Valerie Culverwell. Also in attendance were Attorney Mike Norris, Attorney Mike Benedict, Deputy Clerk Angelica Martin and Public Works Superintendent Tom Fetter. Absent: Trustee Ronald Dechard and Trustee Mike Lehnen.

RESOLUTION #58

APPROVAL OF MINUTES

Motion made by Trustee Culverwell, second by Trustee Frick to approve the minutes of April 3, 2013 minutes. VOTE: 3 AYES, 0 NAYS.

RESOLUTION #59

APPROVAL OF MINUTES OF ORGANIZATIONAL MEETING

Motion made by Trustee Culverwell, second by Trustee Frick to approve the minutes of the Organizational Meeting of April 3, 2013. VOTE: 3 AYES, 0 NAYS.

RESOLUTION #60

ACCEPT AGENDA

A Motion was made by Trustee Frick, second by Trustee Culverwell to approve the agenda. VOTE: 3 Ayes, 0 Nays.

GUESTS: Ryan Burlingame, 153 Maple Avenue; Bill Astry, 178 Maple Ave., Roger Torrey, 10 Miller Place.

Roger Torrey asked if he could have tree cut down that is in his front yardas it is dead. Mayor asked Tom Fetter to check the tree and see if it is in Village Right of Way.

Ryan Burlingame addressed the board about the Cassadaga Valley School Board forming a committee for use of school in the future. He explained that he has been attending their meetings and at last board meeting they stated that they were either going to donate use of building to another municipality or non-profit, lease or sell the property. He wanted to make sure the Village of Cassadaga was aware of what was going on and is personally worried on what may go in there. Bill Astry stated that there would be asbestos in the old section that would most likely have to be rectified before it could be used or sold. Any possible sale of property would have to have Special Permit and appear before the Zoning Board of Appeals as it is not located in Business District. Bill stated that he is going to be on the committee and Mayor asked him if he would be our liaison and report to the board and he agreed.

ATTORNEY MIKE NORRIS REPORT:

- He introduced Mike Benedict who will be taking over as Attorney and explained that the same terms would apply in the contract and asked for approval.
- Offered to help with revising Employee Handbook at cost of \$2000 to \$2500.
- Mike Norris stated that he has enjoyed working with us and Attorney Benedict will do a great job.
- Mayor presented him with a framed photograph of our beautiful lake.

RESOLUTION #61

APPROVE ATTORNEY CONTRACT

Mayor Lazarony moved, second by Trustee Culverwell to approve the contract with Seaman, Norris & Benedict, LLP as our attorney. Mike Benedict will be our attorney this coming year. The retainer fee will be \$8,000 a year and \$175.00 per hour for participating in actual or potential litigation. In addition to retainer a 1% rate of our Capital Water Project or new construction or major maintenance or repair for which bidding is normally required. VOTE: 3 AYES, 0 NAYS.

STEARNS & WHEELER REPORT; GREG MCCORKHILL

- Bids were opened on March 26th for Contract 5,6,7
Contract 5 for Treatment Building and water main to Maple Avenue; Kandy Co. Inc. \$410,733, H&K Services Inc., \$431,400, STC Contractors Inc. \$558,800.
Contract # 6 for Electrical and Instrumentation; Ahlstrom Schaeffer Electric Corp for \$183,375 and BECC Electric for \$189,900.
No bidders for Contract #7 for HVAC.
- There were no bids for HVAC and the General Contractor Kandy Co. will add this to his contract through a Change Order. This was approved by NYS DOH and Rural Development as long as the get 2 quotes.
- Received concurrence from Rural Development to award the contracts. The contractors have 10 days to return bonds and insurance. With all pending approvals he hope to have Pre-Construction meeting with everyone week of May 27th.
- D.O.H. working on approval letter to put well in service.
- D.E.C. requires us to put “Notice of complete Application” in the paper which was published this week and they have to wait 30 days for public comments and also another possible 60 days for final approval.
- The complete project has to be completed by December 31st so if we are going to do North Shore Park and Mill Street we need to act soon.
- North Shore Park estimate is \$225,000. If we don’t do Mill Street which was not part of the proposed project that we should flush and possibly clean and line it at estimated cost of \$110,000.
- Engineering cost for North Shore Park would be approximately \$30,000.

MAYOR LAZARONY'S REPORT:

- She welcomed Mike Benedict as attorney.
- Getting quotes for landscaping at ball fields and back stop. Wants to make sure that coaches reserve the fields and provides insurance.
- Wants everyone to march in the Memorial Day parade.
- The bus stop needs fixing and Trustee Culverwell will contact Job Corp as they own it.
- Wants to form a committee consisting of member from Fire Department and Auxiliary. Clerk Astry said she would be representative for Auxiliary because she is president.

CLERK ASTRY'S REPORT:

- A standard work day resolution has to be approved for board members and appointed employees. Jeff Frick will need to keep a time record for the next 3 months to establish his credit hours. Valerie Culverwell's submitted hours average 4.6 days per month, Ronald Dechard submitted hours average .92 days per month, LeeAnn Lazarony submitted hours average 1.36 days per month. Standard work day for Roxanne Astry is 6 hours per day and Thomas Fetter work day is 8 hours per day.
- Past due water accounts totaling \$8,432.92 need to be added on to tax levy.
- Budget adjustments need to be approved also to cover overdrawn budget lines.
- I have completed the Consumer Water Quality Report and sent it to the board for approval and asked if there are any changes before sending it to Arkwright Printing. No changes suggested.

RESOLUTION # 62

STANDARD WORK DAY AND REPORTING RESOLUTION

- Trustee Frick moved, second by Trustee Culverwell to establish work days per month. Valerie Culverwell's submitted hours average 4.6 days per month, Ronald Dechard submitted hours average .92 days per month, LeeAnn Lazarony submitted hours average 1.36 days per month. Standard work day for Roxanne Astry is 6 hours per day and Thomas Fetter work day is 8 hours per day. Trustee Frick will do a 3 month time keep to establish specific time. VOTE: 3 AYES, 0 NAYS.

RESOLUTION # 63

BUDGET ADJUSTMENTS

Trustee Culverwell moved, second by Mayor Lazarony the following budget adjustments. VOTE: 3 AYES, 0 NAYS.

Increase Treasurers Equipment A1325.2 by \$70.00

Decrease Treasurer's contractual A.1325.4 by \$70.00

Increase Firemen's Turnout gear A.3410.21 by \$1290.00

Decrease Fire Dept. Equipment A.3410.2 by \$1290.00

Increase Fire Dept. Contractual A.3410.4 by \$1000.00
Decrease Fire Eq. A.3410.2 by \$1000.00
Increase Garage A.5132.4 by \$353.01
Decrease Garage A.5132.2 by \$353.01
Increase Retirement A.9010.8 by \$573.50
Decrease Medical Hospital Insurance A.9060.8 by \$573.50
Increase Retirement F.9010.8 by \$573.50 (Water Fund)
Decrease Health Insurance F.9060.8 by \$573.50 (Water Fund)

Capital Accounts:

Increase Engineering Bid and Contractual HW.1420.22 by \$6,900
Decrease Residential Clerk of Works HW.8310.1 by \$6,900
Increase Administration and Lands Right of Way HW.1420.4 by \$100
Decrease Pump House HW.8320.42 by \$100
Increase Well HW.8320.4 by \$29,896.60
Decrease Pump House HW.8320.42 by \$29,896.60
Increase Maple Ave. Water Line HW.8340.43 by \$125,557.18
Decrease Pump House HW. 8320.42 by \$125,557.18

RESOLUTION # 64

ADD PAST DUE WATER BILLS TO TAX LEVY

Mayor Lazarony moved, second by Trustee Culverwell to place past due water bills that are delinquent for two water billings on the tax levy totaling \$8,432.92. VOTE: 3 AYES, 0 NAYS.

SUPERINTENDENT OF PUBLIC WORKS; Tom Fetter

- He requested permission to go to Highway school in June.
- Wondering about shirts for Garrett. Trustee Culverwell has already ordered them.
- Will be putting gate up at ball field next week.
- The county will be bringing roller over to fix ball field where kids have made a mess with driving cars back there.
- Will have septic system pumped at Fire Hall/Community Building next week.
- Permission granted for him to put rust inhibitor on loader and new dump truck at cost of \$125 and \$185 respectively.

RESOLUTION # 65

APPROVE HIGHWAY SCHOOL

Mayor Lazarony moved, second by Trustee Frick to allow Tom Fetter to go to Highway School in Ithaca, June 2-5th at cost of \$95. VOTE: 3 AYES. 0 NAYS.

RESOLUTION # 66

APPROVE ADVANCE FOR HIGHWAY SCHOOL

Mayor Lazarony moved, second by Trustee Frick to advance \$300 to Tom Fetter for cost of food, lodging and transportation. VOTE: 3 AYES, 0 NAYS.

TRUSTEE DECHARD'S REPORT: Absent

TRUSTEE LEHNEN'S REPORT: Absent

TRUSTEE CULVERWELL'S REPORT:

- The ad for beach was in paper and they have to have applications back by May 31st and will do interviews with Trustee Lehen the first week of June.
- She is getting prices on dock sections.
- Wants to do Community Wide picnic and Fire Department volunteered to cook hot dogs. She also wants to have a band play that day and needs to co-ordinate a date with them.

TRUSTEE FRICK'S REPORT:

- He stated that he will make Tom a sheet to keep track of times they plow at cemetery and library.
- Will take pictures of scrap behind DPW.

RESOLUTION # 67

APPROVAL OF FINANCIAL STATEMENT

Trustee Culverwell moved second by Mayor Lazarony to approve the Financial Statement of April 17, 2013. VOTE: 3 AYES, 0 NAYS.

GENERAL FUND:	\$ 160,028.06
WATER FUND:	\$ 414,657.93
CAPITAL FUND:	\$ 359,729.45
RESERVE CVFD	\$ 5,861.62
RESERVE DPW	\$ 5,141.52
RESERVE BLDG	\$ 20,000.00

RESOLUTION # 68

APPROVAL OF BILLS

A motion was made by Trustee Frick moved second by Mayor Lazarony to pay bills as per Abstract of April 17, 2013 and Payroll of April 12, 2013.

VOTE: 3 AYES, 0 NAYS

General Abstract April 17, 2013 cks. 6110-6124	\$ 2,911.14
Water Abstract April 17, 2013 cks. 6110-6124	\$ 1,191.77
Payroll April 12, 2013 General Fund ck.4580	\$ 1,568.95
Payroll April 12, 2013 Water Fund direct dep.	\$ 1,515.37

Being no further business Trustee Culverwell moved, second by Trustee Frick to adjourn at 8:22 PM.

Respectfully submitted,

Roxanne Astry, Clerk Treasurer

