

February 1, 2017

The regular meeting of the Village of Cassadaga was held on February 1, 2017 at 7:00 PM with Mayor LeeAnn Lazarony presiding. Trustees present included Amber Hilliker, and Bill Astry. Also in attendance was Attorney Dave Haylett. Absent: Trustee Amanda Kalfas and Deputy Mayor Jeff Frick.

RESOLUTION # 14

APPROVAL OF MINUTES

A motion was made by Trustee Hilliker, second by Trustee Astry to approve the minutes of January 18, 2017. VOTE: 3 AYES, 0 NAYS.

RESOLUTION # 15

APPROVAL OF AGENDA

A motion was made by Trustee Astry, second by Trustee Hilliker to approve the agenda. VOTE: 3 AYES, 0 NAYS.

GUESTS: CVFD Chief Terry Penhollow and Tim Cobb attended for the bids on Engine. They also reported that new radios have not been programmed yet by Chautauqua County Sheriff's Department. Mayor Lazarony stated that she will call the Sheriff and speak to him. Discussion held on designating the Community Building as Emergency Shelter was discussed and Mayor will call Red Cross to get details on what needs to be done. Clerk Astry stated that our Emergency Plan has not been updated since 2012 and should be reviewed.

ATTORNEY'S REPORT:

- **Gave a letter to board that Seaman Norris LLP will not be seeking reappointment for the year commencing April 1, 2017.**
- **A new contract with Seaman Norris LLLP needs to be approved ending April 1st for ethics reason because Attorney Norris was elected to the NYS Assembly and no involvement with village and state agencies are permitted.**
- **Prepared new Fire Contract for Town of Arkwright. Proposal was sent to Fred Norton.**
- **Reviewed the bids on the repairs and renovations on Engine 101. There were 2 bids; E-One bid \$35,324.64 and Colden bid \$41,934.40. E-Ones bid was not complete nor signed.**
- **Reviewed what needs to be done to dissolve Reserve Fund for Buildings and convert to other reserve accounts. He will have resolution for next meeting.**

RESOLUTION # 16

ARKWRIGHT FIRE CONTRACT PUBLIC MEETING

Mayor Lazarony moved, second by Trustee Hilliker the following: VOTE; 3 AYS, 0 NAYS.

WHEREAS, a contract for fire protection and emergency medical services to be provided to the Town of Arkwright Fire Protection District has been proposed; and

NOW, THEREFORE, BE IT,

RESOLVED, that the Village of Cassadaga Board of Trustees does hereby call for a Public Hearing to be held on the proposed contract for Fire Protection for the Town of Arkwright at the Cassadaga Village Hall, 22 Mill Street, Cassadaga, NY 14718 on the 15th day of February, 2017 at 7:00 p.m.

RESOLUTION #17

AWARDING CONTRACT INSPECTION AND MAINTENANCE UPGRADE FOR FIRE APPARATUS

Trustee Astry moved second by Trustee Hilliker the following Resolution; VOTE; 3 AYES, 0 NAYS.

WHEREAS, the Village advertised for sealed bids for Fire Apparatus Inspection and Maintenance Upgrades, and such sealed bids were received and publicly opened at Village Hall on January 27th, 2017 at 4:00 p.m., and

WHEREAS, sealed bids were received from two (2) entities, the ostensibly low bid having been submitted by E-One Inc. in the amount of \$35,324.64, and

WHEREAS, the sealed bid submitted by E-One Inc. disclosed that their proposed equipment/materials and labor services did not conform to the specifications in that they did not include a bid price for the dismounting of rear tires, paint wheels gloss black, and remount tires, which was listed as specification number fourteen (14) in the bid packet, and

WHEREAS, the sealed bid submitted by E-One Inc. disclosed that they failed to sign the bid as submitted and also failed to sign the Non-Collusive Bidding Certificate, and

WHEREAS, the next lowest bid was submitted by Colden Enterprises Fire & Rescue in the amount of \$41,934.40 and their bid documents indicate that the materials/equipment and labor do conform to the specifications,

NOW THEREFORE BE IT RESOLVED, that the bid of E-One Inc. is rejected as non-responsive to the specifications, and be it further

RESOLVED, that the contract for inspecting and maintenance upgrades of a fire apparatus be awarded to the lowest responsible bidder submitting a responsive bid, Colden Enterprises Fire and Rescue, in the amount of \$41,934.40 for the inspection and maintenance upgrades of the fire apparatus, and be it further

RESOLVED, that the Mayor is authorized to sign the contract on behalf of the Village of Cassadaga and forward the same to the successful bidder for execution.

MAYOR LAZARONY'S REPORT:

- Reported that she will be on vacation the week of March 6th

CLERK-TREASURER ASTRY REPORT:

- Reported that Asset Control Solutions has sent proposal to update our inventory, evaluate and report on the buildings, moveable assets and site improvements. This was a requirement several years ago by our auditor and last complete one was done in 2009 at cost of \$1,950. They are proposing the same biennial fee of \$1,950.00 again.
- Reported that she received a quote/proposal from Mark Burr, P.E. for engineering fees for Mill Street in the amount of \$13,800. Additional work beyond the scope listed would be at a fee of \$95.00 per hour. Chatfield Engineers had given us a quote in October for Mill Street in the amount of \$33,160. Preliminary Project Cost Estimate for construction was also given.

RESOLUTION # 18

ACCEPT ASSET SOLUTIONS PROPOSAL FOR INVENTORY AND EVALUATION

Trustee Astry moved, second by Trustee Hilliker to accept proposal from Asset Solutions to update our inventory, evaluate and report on the buildings, moveable assets and site improvements at cost of \$1,950.00.

VOTE: 3 AYES, 0 NAYS.

RESOLUTION # 19

HIRE MARK BURR AS ENGINEER FOR MILL STREET

Trustee Hilliker moved, second by Trustee Hilliker to hire Mark Burr as engineer for Mill Street waterline replacement. **VOTE: 3 AYES, 0 NAYS.**

SUPERINTENDENT OF PUBLIC WORKS TOM FETTER'S REPORT: Absent-
No report

TRUSTEE FRICK'S REPORT: Absent

TRUSTEE KALFAS REPORT: Absent

TRUSTEE ASTRY'S REPORT:

- Reported that DFT installed the alarm system at DPW and Fire Hall/Community building heat detectors and CO2 detectors. The Water Treatment building and Booster station had smoke, motion and CO2 detectors installed.

TRUSTEE HILLIKER'S REPORT:

- Reminded everyone about the Winter Festival activities this weekend.

RESOLUTION # 20

APPROVAL OF THE FINANCIAL STATEMENTS

Mayor Lazarony moved, second by Trustee Astry to approve the Financial Statement for February 1, 2017. VOTE: 3 AYES, 0 NAYS.

GENERAL FUND:	\$213,130.53
WATER FUND	\$193,135.06
RESERVE CVFD	\$ 26,289.17
RESERVE DPW	\$ 25,612.24
RESERVE BLDG	\$ 30,630.89
RESERVE WATER REPAIRS	\$ 27,031.79
RESERVE FOR DEBT SERVICE	\$150,143.00

RESOLUTION # 21

APPROVAL OF THE BILLS AND PAYROLL

A motion was made by Mayor Lazarony, second by Trustee Hilliker to pay bills as per the Abstract of February 1, 2017 and Payroll of January 27, 2017. VOTE: 3 AYES, 0 NAYS.

Abstract Feb. 1, 2017 General cks: 7579-7588	\$ 2,743.20
Abstract Feb. 1, 2017 Water cks: 7579-7588	\$ 2,087.26
Payroll of Jan. 27, 2017 General ck: 5028	\$ 2,079.94
Payroll of Jan. 27, 2017 Water-Direct Deposit	\$ 1,873.38

Being no further business, Mayor Lazarony moved to adjourn the meeting, second by Trustee Hilliker at 7:52 PM. VOTE: 3 AYES, 0 NAYS.

Budget Workshop to follow.

Respectfully submitted,

Roxanne Astry
Clerk Treasurer

