



Village of Perry Board of Trustees

Village Board Meeting • Agenda • Monday, August 5, 2024 • 7:30 PM

Village Board Room • 46 N Main Street, Perry, NY 14530

1. Open Meeting and Pledge of Allegiance

2. Public Comment

3. Presentations & Board Actions
 - a. Approval of Minutes – July 15, 2024
 - b. Resolution Approving Application for Base Rate Waiver for Vacant Units
 - c. Resolution Approving Reduction in Mowing Charge for 161 Water Street
 - d. Resolution Declaring Village Vehicle as Surplus
 - e. Resolution Adopting the 2024-2025 Village of Perry Fee Schedules
 - f. Resolution Authorizing Budget Amendment for the Village Hall Asbestos Removal

4. Clerk/Deputy Treasurer's Report

5. Department/Committee Reports
 - a. Planning/Zoning Committee – Recommendations from the Planning Board

6. Trustee Reports

7. Executive Session

VILLAGE OF PERRY
VILLAGE BOARD MEETING MINUTES
JULY 15, 2024

A regular board meeting of the Village of Perry was held at the Village Hall, 46 North Main Street, Perry, New York at 7:30 pm on the 15th day of July 2024.

PRESENT:	Rick Hauser	Mayor
	Arlene Lapiana	Trustee
	Joel Bouchard	Trustee
	Richard Muolo	Trustee
ALSO PRESENT:	Samantha Marcy	Administrator
	Christina Slusser	Village Clerk
GUESTS:	Meghan Hauser	Chalk Festival Organizer
	Lorraine Sturm	Perry Herald
ABSENT:	Dariel Draper	Trustee

Mayor Hauser called the meeting to order at 7:30 pm and led in the Pledge of Allegiance.

PUBLIC COMMENT

Meghan Hauser, Perry Chalk Art Festival Organizer, thanked the board and village staff for their help and support with the Chart Art Festival which took place on July 13th.

MINUTES

Trustee Lapiana made a motion to approve the minutes for July 1, 2024 which was seconded by Trustee Bouchard and carried with all voting aye.

RESOLUTION APPROVING PAYMENT FOR CDBG STORM DRAINAGE IMPROVEMENTS PROJECT

WHEREAS, the Village Clerk has received Pay App #2 from the general contractor, D&H Excavating, Inc. for the storm drainage project in the amount of \$167,520.47 and

NOW, THEREFORE BE IT RESOLVED, that the Perry Village Board of Trustees hereby approves the following payment for the wastewater treatment plant project and directs the Village Clerk to submit vouchers for payment:

D&H Excavating, Inc.	\$167,520.47
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Trustee Lapiana made a motion to approve pay app #2 for the CDBG storm drainage improvements project which was seconded by Trustee Muolo and carried unanimously.

RESOLUTION APPROVING PAYMENT FOR WASTEWATER TREATMENT PLANT PROJECT

WHEREAS, the Village Clerk has received Pay App #21 from the electrical contractor, M.W. Controls Service, Inc., for the wastewater treatment plant project in the amount of \$5,283.07 and

NOW, THEREFORE BE IT RESOLVED, that the Perry Village Board of Trustees hereby approves the following payment for the wastewater treatment plant project and directs the Village Clerk to submit vouchers for payment:

M.W. Controls Service, Inc. \$5,283.07

Motion was made by Trustee Bouchard to approve the pay app for the wastewater treatment plant project in the amount of \$5,283.07 which was seconded by Trustee Lapiana and carried with all voting aye.

RESOLUTION AUTHORIZING CHANGE ORDER NO. GC-03 FOR THE WASTEWATER TREATMENT PLANT PROJECT

WHEREAS, the project engineer from MRB group has presented Change Order No. GC-03 for the general contractor, Crane-Hogan Structural Systems, for a reduction in the total contract price of \$47,243.93; and

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby approves Change Order No. GC-03 for the reduction in the total contract price in the amount of \$47,243.93 and authorizes the Mayor to execute the change order documents.

Trustee Bouchard made a motion authorizing change order GC-03 for the wastewater treatment plant project which was seconded by Trustee Lapiana and carried with all voting aye.

CLERK REPORT

VILLAGE OF PERRY

Abstract # 004

07/12/2024
12:27:02

Summary by Fund

Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND	604.78	58,774.47	59,379.25
F	WATER FUND	284.81	5,440.85	5,725.66
G	SEWER FUND	421.46	22,329.47	22,750.93
HA	INFLOW AND INFILTRATION STUDY		930.00	930.00
HE	CDBG STORMWATER IMPROVEMENTS P		167,520.47	167,520.47
HF	WATER TREATMENT PLANT PROJECT		1,293.50	1,293.50
HS	CAPITAL PROJECT - SEWER IMPROV		5,531.82	5,531.82
TA	TRUST & AGENCY		4,709.67	4,709.67
Total:		1,311.05	266,530.25	267,841.30

Vouchers #126-#213 were audited by Trustee Bouchard.

Trustee Lapiana made a motion to approve payment of abstract #4, vouchers #126-213 for a total of \$267,841.30 which was seconded by Trustee Muolo and carried with all voting aye. A tax collection summary was provided comparing 2024 to 2023 at the same time of year as well as the NYCLASS statement dated 6/30/2024.

DEPARTMENT REPORTS

The following monthly department reports were reviewed: Village Administrator, Department of Public Works, Water and Sewer, and Police.

TRUSTEE REPORTS

Trustee Bouchard attended a flag dedication at Breezeway Barn with Samantha Marcy, Village Administrator. An advisory committee has been formed for Letchworth Community Access. Quarterly meetings are taking place for the LWRP (Local Waterfront Revitalization Program) and a sub committee has formed which is meeting monthly. The focus of recent meetings has been on preserving Silver Lake as a drinking water resource with consideration of how to synergize the recreation aspect without compromising drinking water. Trustee Bouchard has been assisting the tree board with pruning, mulching, etc. and reports that it is going well.

Mayor Hauser reports that nothing has happened with the DRI (Downtown Revitalization Initiative) since the announcements in May. Mayor Hauser has considered creating a trail committee consisting of advocates for the Silver Lake Trail to partner with the board on continuing proactive plans for trail expansion.

With no further business and no executive session, motion to adjourn was made at 8:01 pm by Trustee Lapiana which was seconded by Trustee Bouchard and carried.

Respectfully submitted,
Christina Slusser, Village Clerk



RESOLUTION APPROVING APPLICATION FOR BASE RATE WAIVER FOR VACANT UNITS

WHEREAS, the Village of Perry Board of Trustees adopted the Policy of Waiving Base Rate Charges for Vacant Units on February 5, 2024; and

WHEREAS, an application has been received for the property located at 176 N Main Street and the inspection has been completed by the Water Department; and

WHEREAS, the Public Works Committee has reviewed the application and is recommending approval; and

NOW, THEREFORE BE IT RESOLVED, the Village of Perry Board of Trustees hereby approves the waiver for 176 N Main Street per the Policy of Waiving Base Rate Charges for Vacant Units.



RESOLUTION APPROVING REDUCTION IN MOWING CHARGE FOR 161 WATER STREET

WHEREAS, the Village of Perry received a request from the owner of 161 Water Street (Tax parcel # 88.20-3-88) to waive lawn mowing charges totaling \$400.00; and

WHEREAS, the owner stated they did not receive the notice five days prior to the Village mowing the property; and

WHEREAS, the Public Works Committee has reviewed the request and is recommending a reduction of the equipment charges of \$240.00; and

NOW, THEREFORE BE IT RESOLVED, the Village of Perry Board of Trustees hereby approves the reduction in the lawn mowing charge to \$160.00 for tax parcel # 88.20-3-88 and authorizes the Village Clerk or designee to update the amount due.



RESOLUTION DECLARING VILLAGE VEHICLE AS SURPLUS

WHEREAS, the Village of Perry maintains a fleet of equipment to support the efficient care and maintenance of Village assets; and

WHEREAS, through the natural wear and tear cycle, equipment reaches the close of its useful contribution to Village operations; and

WHEREAS, the Police Department maintains a 2013 Ford Interceptor Sedan that has reached the conclusion of its useful life for department needs; and

NOW, THEREFORE BE IT RESOLVED, that the Perry Village Board of Trustees does hereby declare the items listed in this resolution as surplus equipment; and

BE IT FURTHER RESOLVED, that the Village Administrator is authorized to auction the equipment as is deemed appropriate.



RESOLUTION ADOPTING THE 2024-2025 VILLAGE OF PERRY FEE SCHEDULES

WHEREAS, the Village Administrator has provided updated fee schedules for the 2024-2025 fiscal year for consideration; and

BE IT RESOLVED, the Village of Perry Board of Trustees hereby adopts the 2024-2025 Fee Schedules effective August 6, 2024.



2024 Village of Perry Fee Schedule

(Effective August 6, 2024)

No permit or certificate shall be issued, no approval shall be granted, no application shall be considered complete, no park reservation shall be confirmed, and no public hearing shall be scheduled or held until the fees, as established by the Village Board, have been paid in full. Accepted forms of payment are cash and check.

VILLAGE CLERK'S OFFICE	
Birth Certificate	\$10 (per certificate)
Death Certificate	\$10 (per certificate)
Genealogy Search	\$25 22
FOIL (8 ½ x 11, 8 ½ x 14, 8 ½ x 17)	\$0.25 / page
*Electronic	Cost of media
Games of Chance	\$25
Returned Check Fee	\$20
Alarm Permit Application	\$25
Alarm Permit Renewal <i>(additional fees apply for avoidable alarms)</i>	\$10
Tax Search	\$10
Sewer Inflow Test Inspection	\$50



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DEPARTMENT OF PUBLIC WORKS	
Equipment:	Cost Per Hour:
Loader	\$125.00
Sewer Jet Machine	\$75.00
Excavator	\$75.00
Backhoe	\$75.00
Lawn Mower	\$60.00
Ventrac	\$60.00
Bucket Truck	\$60.00
Dump/Plow Truck	\$50.00
Pickup Truck	\$40.00
Chain Saw	\$25.00
Pole Saw	\$25.00
16-ton Trailer	\$20.00
Backpack Blower	\$15.00
Weed Eater	\$15.00
Utility Trailer	\$10.00
Labor (2 hour minimum)	\$40.00 / hour \$60.00 / hour (overtime rate)
Sidewalk Express	\$11.00 15.00 / linear foot



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PARKS DEPARTMENT		
Daily Rates	Village Resident	Non-Resident
Perry Beach:		
Pavilion	\$180	\$215
Perry Park:		
Pavilions:		
North Pavilion	\$50	\$60
South Pavilion	\$50	\$60
Softball Fields:		
Diamond 1	\$90	\$110
-with lights	\$150	\$180
Diamond 2	\$90	\$110
Diamond 3	\$90	\$110
Little League Field	\$90	\$110
Park Avenue:		
Softball Field	\$90	\$110
Large Events	\$600	\$720
*Includes pavilions, courts, utilities, and support from the Village of Perry Parks Department. Large events are subject to Village Board approval. *		



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ZONING OFFICE	
Zoning Permit	\$25 (up to 200 sq' + \$0.10 per sq' above)
Land Separation	\$150 (per lot created)
Site Plan Review	\$200
Variance	\$200 (per variance)
Special Use Permit	\$200
Special Use annual review	\$25
Subdivision – up to 3 lots	\$350
Subdivision – more than 3 lots	\$800
Re-Zone – up to 6 parcels	\$550
Re-Zone – more than 6 parcels	\$850
Unified Solar Permit (Wyoming County)	\$50
Soliciting	\$50 per day
Mailing and third-party review	Applicant assumes cost



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WATER AND SEWER	
Water:	
Village User Base Rate	\$34.00 / quarter
Outside User Base Rate (District)	\$45.00 / quarter
Outside User Base Rate (Non-District)	\$50.00 / quarter
Village User Rate per 1,000 gallons	\$4.15
Outside User Rate per 1,000 gallons (District)	\$5.60
Town of Castile Districts	\$5.81
Outside User Rate per 1,000 gallons (Non-District)	\$5.75
Turn on Fee for Non-Payment	\$50
Shut Off or Turn On Requests After Hours	\$50 \$100
Curb Box Taps (3/4" pipes)	\$500
(Larger than 3/4" may be subject to additional fees)	
Meters (3/4")	Provided by the Village
Meters larger than 3/4"	Actual cost of meter less the cost of 3/4" meter
Sewer:	
Village User Base Rate	\$69.00 / quarter
Outside User Base Rate (Non-District)	\$86.25 / quarter
Village User Rate per 1,000 gallons	\$8.40
Outside User Rate per 1,000 gallons (Non-District)	\$10.50
Sewer Connection Fee Cost per Unit	\$1,900



Private Wastewater Disposal Construction Permit ¹	Per County Health Dept. Fee Schedule
Village Septage Hauler License Application ³	\$200
Septage Disposal Fee per gallon ³	\$0.09
Individual Wastewater Discharge Permit Applications ^{1,2}	\$300
Waiver of Vacant Units Application	\$100
Fire Hydrant Flow Data	\$100
Notes: 1) Professional services assistance in connection with the permit review shall be charged to the applicant. Village reserves right to charge additional administrative fees. 2) The Village reserves the right to establish fees on a case by case basis for wastewater discharges allowed under an individual wastewater discharge permit. 3) Contingent upon permission of NYSDEC and the Village	



RESOLUTION AUTHORIZING BUDGET AMENDMENT FOR THE VILLAGE HALL ASBESTOS REMOVAL

WHEREAS, the ceiling in the storage room of the police department had started to fall and the material was asbestos containing; and

WHEREAS, on June 17, 2024, the Village of Perry Board of Trustees approved the proposal from ECG Environmental in the amount of \$17,471.00 for asbestos removal and authorized the Village Administrator to approve up to \$4,000.00 for air quality testing; and

WHEREAS, the cost of the asbestos removal from ECG Environmental was \$ 17,471.00; and

WHEREAS, the cost of the air quality monitoring and testing from Stohl Environmental was \$ 3,622.75; and

WHEREAS, the Village Administrator is proposing the following budget amendment for the asbestos removal to cover expenses from the general unassigned fund balance:

DEBIT:	A599 General Unassigned Fund Balance	\$ 21,093.75	
CREDIT:	A1620.2 Buildings, Capital		\$ 21,093.75

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby authorizes the Village Administrator to make the budget amendments for the village hall asbestos removal totaling \$ 21,093.75.

VILLAGE OF PERRY

**Abstract # 005
Summary by Fund**

08/02/2024
15:40:52

Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND	846.10	67,680.77	68,526.87
F	WATER FUND	284.74	23,146.98	23,431.72
G	SEWER FUND	1,643.35	7,841.38	9,484.73
HE	CDBG STORMWATER IMPROVEMENTS P		9,850.24	9,850.24
JA	SILVER LAKE WATERSHED COMMISSI	37.99	1,517.00	1,554.99
TA	TRUST & AGENCY		7,435.87	7,435.87
Total:		2,812.18	117,472.24	120,284.42

Vouchers #214 - 347 were audited by Trustee Lapiana.

08-02-24
15:57:54

**Village of Perry - 2024 - 2025 - Village Tax Collection
Trial Balance - All Swis Codes
08-02-24**

Original Warrant	2,311,582.30
Adjustments	0.00
Adjusted Warrant	2,311,582.30
Full Payments	2,106,804.54
Penalties	2,211.42
Total Collections	2,109,015.96
Taxes Outstanding	204,777.76



Planning Board recommendation regarding Pet Businesses

- Extract of minutes from 6/6/24 “The Planning Board discussed special use criteria for pet businesses and their applicability through all zones in the village since there are already planned updates for the use table as it relates to the amortization law.

Motion was made by Tim Cipolla for pet daycare to remain unchanged for the M-1 district and for a special use permit to be required in the C-1 and C-2 districts. This motion was seconded by Dana Grover and carried unanimously.

Tim Cipolla made a motion to add a line to the use table for pet grooming with the following definition and to require a special use permit in the C-1, C-2, and all residential districts and to allow pet grooming in M-1. Pet Grooming: The grooming of a domestic animal including bathing, cutting of hair, trimming of nails, and other services generally associated with the act of grooming but shall exclude veterinary services, breeding, boarding, and overnight accommodation. Dennis Huff seconded the motion and it was carried unanimously.”