



VILLAGE OF CUBA

17 East Main St.
Cuba, New York 14727
www.cubany.org

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Michele Miller - Mayor
Steven Raub-Trustee
Jim Barnes- Trustee
Elizabeth Miller- Trustee
Thomas Taylor- Trustee

Corine Bump- Clerk/Treasurer
Lori Sweet- Deputy Clerk
Richard Hall- DPW Superintendent
Robert Thomas- STP Operator
Kevin Margerum- Code Enforcer

DUE TO THE CORONAVIRUS (COVID-19) AND THE EXECUTIVE ORDER BY GOVERNOR CUOMO AND IN COMPLIANCE WITH SOCIAL DISTANCING PROCEDURES SET IN PLACE- THE 5/11/2020 REGULAR MONTHLY BOARD MEETING AND PUBLIC BUDGET HEARING WAS OPEN TO A LIMITED NUMBER OF THE PUBLIC IN PERSON AND AVAILABLE FOR ALL TO VIEW UPON REQUEST THROUGH A ZOOM MEETING AT 7:00 PM.

The chairs in the office were spaced six feet apart to comply with social distancing in case any members of the public came in person to the meeting.

PRESENT: Mayor Michele Miller, Steve Raub, and Corine Bump at the Clerk’s Office 17 E main St. Cuba, NY 14727

PRESENT VIA WEB ZOOM MTG OFF SITE: Trustee Tom Taylor, Trustee Jim Barnes, Rick Hall DPW Superintendent, Robert Thomas Sewer Treatment Operator

ALSO, PRESENT: Via Zoom-Cindy Dutton (Cuba Patriot), Cindy Colley - Joined the meeting a few minutes late Dave Crowley- Town Historian, Dave Decker-Legislator Allegany County.

Present in the office were Mike Miller and Wendy Tuttle. Elizabeth Miller- newly appointed Village of Cuba Trustee.

MAYOR MILLER OPENED THE MAY 11, 2020, MEETING WITH THE PLEDGE OF ALLEGIANCE at 7:00 pm.

Mayor Miller thanked all in attendance for participating and being flexible with the new way to meet during the Pandemic.

Mayor Miller spoke of former Trustee Rettig Sr. She regretfully received a letter of resignation from him on April 13, 2020. Michele thanked Doug for his dedicated service this past several

years as Trustee and as her Deputy Mayor. She is hopeful Doug may come back to the Village if time and health allows him to.

Mayor Miller has appointed Elizabeth Miller as Trustee to take over the remainder of Doug's term. Elizabeth grew up in Cuba and recently moved back to the area. She has a vested interest in the Village of Cuba and is eager to do her part with the Village as a Trustee. Clerk Treasurer Bump issued the Oath Office as Elizabeth's parents looked on and Elizabeth is now an officially seated Trustee.

GUESTS: Allegany County Legislator Dave Decker spoke about a proposed change in the Speed Limit on State Route 305 exiting the Village North. It has been requested the speed limit be lowered to echo the speed entering the Village from South St Rte. 305 at 40 MPH. With so many businesses from the corner of Maple Lane and North Branch all the way past Murdocks, many feel this would be safer for the community especially with the entrance to Cuba Rushford School on 305 N. Petitions were circulated and Legislator Decker has asked the Village to write a letter of support to be sent in to the NYS Dept. of Transportation requesting the reduction.

MINUTES: Minutes from the 4/13/2020 monthly meeting. They were reviewed prior to tonight's meeting. **STEVE RAUB MADE A MOTION TO ACCEPT THE MINUTES AS PRESENTED FROM BOTH MEETINGS WITH TOM TAYLOR GIVING A SECOND. ALL IN FAVOR AND THE MINUTES WERE APPROVED.**

BILLS:

The bills were reviewed by Mayor Miller and Trustee Raub prior to tonight's meeting. **TRUSTEE RAUB MADE A MOTION TO APPROVE THE BILLS WITH TRUSTEE BARNES OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED TO PAY THE BILLS.**

Approval of Claims and Bill Payment: Abstracts Voucher #'s -202000558-202000619

General Fund -\$29,272.03 Water Fund-\$2657.29 Sewer Fund-\$5,579.28

TOTAL- \$37,508.60

POLICE REPORT: N/A

BUILDING INSP./CEO: N/A

- **WASTEWATER PLANT REPORT:** Robert read his report as follows- The plant operated great last month. Aprils operational stats are 95% removal rate for TSS and 91% removal rate for BOD5. Fecal Coliform at 2 MPN/100.

- Follow up on March operational stats are 95% removal rate for TSS and 98% removal rate for BOD5. Fecal Coliform at 2 MPN/100.
- Billed \$3,411.00 for Septage.
- Obtained Maybee Enterprise's as a new waste hauler for our Bio Solids at a rate of \$90.00 per hour. We disposed of two loads with the equivalent weight of our last hauler for the cost of \$360.00. This was a savings of \$480.00.
- I would like to thank Rick Hall, the DPW, Chad Smith and members of the Highway crew. Rick came up with a plan and material to build a permanent loading ramp for the disposal of our Bio Solids. Jason, Kris and Roman built the ramp. Chad Smith helped with the layout and had members of the highway crew back a dump truck into the loading area to verify proper placement. We had limited space to work in without making a mess every time it is used.
- I would like to ask the Board of Trustees if it would be possible to amend the Sewer Fund and increase G00-8130-2 Treatment & Disposal Equipment from unappropriated unreserved fund or unanticipated revenues (Septage). The original appropriated amount is \$3,000.00 and I would like it increased to \$9,000.00. This would cover the unbudgeted PTO pump purchased for \$6,757.50 and allow the rest for appropriated expenditures.
 - If Approved: I would like to purchase a replacement Muffle Furnace. Our current Furnace is from 1964 and has reached the end of its useful life. The newer model is more efficient with improved thermal control and protection.
- I would like to ask the Board of Trustees if it would be possible for an Intra Fund Transfer in the amount of \$257.60 from G00-8130-4 Treatment & Disposal Contractual to G00-8130-5 Gas & Oil. The over expenditure is an error on my part. I broke down the Primary Clarifiers yearly maintenance cost to \$400.00 each. The service schedule is every two years for the complete maintenance by completing one each fiscal year. I overlooked that even if the second clarifier is not serviced this year, the cost still needs to be budget.
- I provided Michele with an inventory list for the Wastewater Treatment Plant. The inventory list does not include Real Property, Major treatment assets, Consumables, or spare parts. The list consists of items such as office equipment, power tools, lab equipment and others. Any item that does not have a disposable use and is subjected to theft, loss or miss use was added. Around 90% of the Consumables are itemized in the Hazard Communication Chemical list. I will make an excel sheet with this information and add the intended use and frequency if known.
- I would like to ask the Board of Trustees if it would be possible to start a Sewer Reserve fund. I am close to finalizing the treatment asset plan (Major components for Treatment). The draft is over 30 pages long and time is running out for its use in setting up a possible Reserve account with this fiscal year's remaining Sewer Fund Balance. I have listed

below a list of equipment due to be replaced soon, lacks redundancy, or has had a failure that may have reduced its useful life.

- Comminutor – Replace soon - \$24,000
 - Background: Industry standard average useful life 10 years. Historical we have replaced it in 1989, 1990 and 2010.
- Final Clarifier #1 Drive – Replace soon – \$30,000
 - Background: The current DBS Drive unit was a direct replacement for a unit that was replaced after only 10 years. Installed in 1990. It is now 20 years old. Final Clarifier #2 was installed in 1989 and replaced in 2010 after 20 years. Estimated plant life 20 Years.
- Aerobic Digester SS2 membrane diffusers – Replace soon - \$3,500.00
 - Background: Installed in 2010. Average useful life 10 years per the manufacture. Recorded diffuser fouling. Chemical cleaning is available, but the tank needs to be drained and a diffuser needs to be sent in for Lab testing. High return on investment.
- Aerobic Digester Blower – Reduced useful life – \$5,600.00
 - Background: During a power outage automatic restart there was slippage of the drive belts. This created excessive heat rise to the blower. The VFD's have since been set to a manual restart.
- Secondary Pump Station Level Sensor – Redundancy – \$3,000
 - Background: The secondary pump station does not utilize float switch backups.
- Effluent Flow meter – Redundancy - \$6,000.00
 - Background: Installed in 2010. The flow meter is used for continuous recording of the plant flow and it is required and enforceable by our Discharge Permit.
- Equipment estimated to be replaced in 2030
 - Background: Several pieces of equipment installed in 1989 was replaced in 2010. This indicates that the useful life expectancy is 20 years and the future replacement date should be around 2030.
 - 3 clarifier drives and motors
 - 1 Final Clarifier DBS drive unit.
 - 2 Progressive cavity pumps
 - 3 Smith & Loveless 20 HP motors
 - 3 Smith & Loveless 8.4-15 HP motors
 - 2 Smith & Loveless 5 HP motors
 - 8 Smith & Loveless impellers
 - 8 Denver Gardner Vacuum Pumps
 - 7 VFDs
 - 3 Rotork Valves
 - 2 10 HP motors with Blowers.
- Equipment currently in operation with over 30 operational years.
 - 7 SEW Gear reducers
 - 5 clarifier control panels
 - 1 generator 3-phase

- HVAC equipment

In response to Robert's request-

TRUSTEE RAUB MADE A MOTION TO AMEND THE BUDGET LINE G008130-2 FROM \$3,000.00 TO \$9,000.00 USING THE REVENUE FROM THE SEPTAGE INCOME WITH TRUSTEE TAYLOR GIVING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

In addition, in response to Robert's request for the budget lines G008130-4 and G008130-5

TRUSTEE TAYLOR MADE A MOTION TO TRANSFER \$250.67 FROM G008130-4 TO G008130-5. RAUB GAVE A SECOND, ALL IN FAVOR AND THE MOTION CARRIED.

Robert also asked to purchase the Muffle furnace prior to the year's end. Corine stated if the funds are available, and it falls within the procurement policy it should not be a problem. Robert stated the request was part of his budget, but he had two written quotes. (Corine did not remember the exact procurement policy off the top of her head and will get back to Robert.)

SUPERINTENDENT OF PUBLIC WORKS:

- 1) Monthly Water Test Results for E.coli/Coliform – Both “Negative”
- 2) Cleaned ditch on Woodruff Street
- 3) Sweeping “inboard” side of lake Rd. for the County (Shared Service)
- 4) Removed stump at 1 Chamberlain (Will plant new tree)
- 5) Continued cleaning behind shop for new pole barn between projects
- 6) Painted walls and ceilings in L.L. bathrooms- Floors next!!
- 7) Trimmed outside of new windows at Champlain Well House
- 8) Cold patching a few potholes-Trying to limp by to start hot patching
- 9) Worked on replacing signs from current inventory
- 10) Cleaned parking lot at old bus garage on Bull St. where we dumped snow all winter.
- 11) Had to sand Main St., Hills and intersections on 4/22
- 12) Hauled scrap steel from behind shop - \$366.02
- 13) One round of mowing has been completed
- 14) NYSDOT-water from North Well and gave us millings in return

- 15) Worked on I & I list from smoke testing
- 16) Made two trips to Geneseo to pick up 4 trees, 25 “Arborvitaes” and 10 Cypress plants from two different auctions.
- 17) Spring hydrant flushing has been completed
- 18) Continued painting basketball backboards when time permits
- 19) Water Issues: Replaced hydrant @ 104 South St., replaced “curb boxes” @ 8 Mill & 49 Spring Sts., Repaired/raised box that contains “Blow-off” at end of Willow St., Water main break 27 Champlain St.
- 20) Equipment: Had both the International Dump and Truck #9 inspected. Installed 5” LED reverse light on rear of International. Continued rebuilding trailer in shop.
- 21) Cones to Cultural Center and C.P.D. 2x each – COVID-19 Help
- 22) Sanders and plows out back once again.....FOR THE LAST TIME!!!

There was discussion about possible streets to pave fostered by Trustee Taylor. Rick has been advised to try and schedule paving as soon as possible in order to ensure proper and timely payment/ CHIPS reimbursement. He discussed the possibly of using D&H which has been used by the Village of Wellsville and the roads look good, have held up and were done in a timely manner. He will inquire as to BLADES schedule as well but has been told they are booked for quite some time. He would like to do some drainage in some areas of the streets before paving.

Trustee Raub asked if there are any plans to repair the steps to the footbridge on Mill St. People keep tearing down the caution tape. Eric Rouse has offered his time free of charge to pour the steps free of charge in one piece, so they don’t break loose all the time.

Trustee Raub asked if there is an update for the RTE 305 update/ milling and reconstruction through the NYS DOT, Rick said- that should be done in the first year of the fiver year plan which would be in 2021.

Trustee Raub asked about the status of the Jersey Barriers for the Griffin Creek. Rick stated as soon as the 20-21 budget year begins, he will reach out to Whitford’s to secure the barriers and talk to the County and see what the staffing situation is with COVID-19 and furloughed positions.

CLERK/TREASURER REPORT:

- Corine has submitted the NYS 1, and the Retirement report. All have been accepted and paid.
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- Corine submitted all required information to Nicole on Friday April 17 for her to process and prepare the AUD. She is now reconciling the books from THIS FISCAL YEAR!
- Due to Covid-19 the election scheduled for 3/18/20 was temporarily rescheduled for the end of April and now has been postponed to September 15.
- The water and sewer relevy amounts were processed. A late payment came in on Thursday and the County was kind enough to remove it from the tax bills. Corine worked with Logics to process the credit redistributions.
- Corine and Lori have attended several web/Zoom meetings regarding the Covid-19 Pandemic and the response with the latest on Wednesday 5/6/2020 regarding Governor Cuomo's Executive Orders.
- The budget has been submitted to the website in addition to the OSC.
- The Payment from CMH came in for their portion of the refuse for both last fall and this spring's billing.
- Great Lakes has sent the payment for the 20-21 FY for their use of the South Well. The check is in the safe to deposit 6/1/2020.
- We received an email Friday that the State AIM funds will be released sometime this week. We will continue to monitor the bank account daily as to the progress of the deposit.
- We have been receiving and processing water/ sewer payments as they come in through the mail, drop slot, and web pays. We are staying busy day in and day out.

Corine discussed with the Board the interest rates for the CD and they have dropped drastically during the Pandemic. The CD is due to be renewed 5/23/2020. Corine Called a representative

former Deputy Mayor Rettig suggested and stated the rates have plummeted. She advised to pull the cd altogether and deposit the funds into a bank account. Corine called Five Star Bank which is where the CD is invested, and the rates were equal to the previously mentioned rate. Corine, Steve, and Michele discussed a few different options and it has been agreed Corine will reinvest the CD for 30 days to be looked at again in June after the start of the new fiscal year. Tom thinks the rate will stay low for a while.

Jennifer Dussault from BIDURENERGY called to give updated rates for electricity service. Corine emailed the information to the board about an hour before the meeting when she received the new numbers. The best offer is through Hudson Energy at .053 for thirty months as compared to the current rate of .0542. Pending energy credit approval She anticipates the rates only going up at this time.

Corine Stated she emailed the board a forwarded email from NYCOM regarding the interest on taxes. Tabled.

Corine also forwarded the email to the board late this afternoon with the updated Covid-19 numbers as Allegany County has increased from Friday at 34 to Monday at 41. She also forwarded the Press Release from Allegany County announcing the re-opening plan process beginning. Curt Crandall is the representative for Allegany County.

TRUSTEE RAUB MADE A MOTION TO ACCEPT AND SIGN THE CONTRACT WHEN PRESENTED FOR THE RATE OF .053 WITH TRUSTEE E. MILLER GIVING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

Committee Reports:

Finance: Infrastructure information will be forwarded to Jim Barnes by Steve. Michele will stay in communication about policies that need revisions. Mayor Miller asked the finance committee to review the water and sewer rates as soon as possible so as to work collaboratively with the Town of Cuba.

Personnel: Taking applications and putting them on file for the summer recreation program if it's allowed to take place.

Public Safety: Tom will speak with Jim and Rick regarding the refuse committee and the emergency plans- both of which need updated. AS soon as time allows Tom and Jim will set up a meeting with Oakley

MAYOR'S REPORT:

The Memorial Day Services have been cancelled this year due to the Covid-19 Outbreak. General Austin and his wife will be placing the wreaths in honor of the lost soldiers at Genesee Park sometime Memorial Day weekend.

Pocket Park- Across the street from the Village of is a Parking lot and next to it is an unpaved area. There are funds available in the Main St. Grant for greenspace in the downtown. There has been approval from the NYS Historic Preservation for Trees but it still needs Environmental approval to plant trees.

It will be 24'x68' with trees with benches, a bike rack, and stamped concrete. There are pictures available for viewing at the office.

The grant that was submitted to KABOOM for Chamberlain Park, was made eligible at \$15,000 but that does not help and is not even close to a third of the cost. Meanwhile she submitted a grant to Ralph Wilson for the same project. The 2020 dates are not available from KABOOM yet.

Mayor Miller has been working with Lee James and Jay Morris- on a grant encompassing the Town and Village. It's a comprehensive thought to write a grant and market the idea of creating Cuba as a Cheese town. It needs to be connected to the Regional and Comprehensive Plan. The way it connects Cuba to Allegany County is through tourism, recreation, smart growth, and entrepreneurship.

They would like to build access, parking, signage, and amenities to help connect the Genesee Valley Greenway Trail. They would like to connect the trails to the schools to provide safe walking routes. Feasibility studies need to happen. They would also like to support the expansion of food, lodging and amenities. They would like to expand housing to seniors and millennials. It would also include updating the aging infrastructure to support growth.

Steve was concerned with calling it a "Cheese Town" He feels a "Trail Town" would suit it better. Cindy Dutton said Cuba is known as a cheese town.

It is unknown if there will be a grant season in NYS. The cost for the consultant is \$20,000. They are writing for a grant from the County Planning Dept. to offset the cost leaving another \$10,000 to find, but it could come back to both the town and village board as having to pay. There is not money in the budget. The board agreed it would be money well spent to move Cuba forward in such a positive and growing way.

Mayor Miller made a proclamation for a cleanup week.

Proclamation

WHEREAS, the general health and welfare of our citizens depends upon wholesome surroundings arising from good clean living, AND

WHEREAS, the lives and property of our people are endangered by fire and accidents caused by littered cluttered conditions in homes, factories, places of public assembly, alleys and streets, AND

WHEREAS, a clean and beautiful community is a proud and prosperous one, AND

WHEREAS, unity of effort is required for future development of our community,

THEREFORE. I. Michele Miller, Mayor of The Village of Cuba, do hereby designate June 7 through June 14, 2020, inclusive, as CLEAN UP WEEK, and most respectfully call upon

all departments of this village, churches, boys and girls clubs, and all other associations, and our people in general, to take an active part in this constructive program of community improvement to insure its success.

Dated this 11th day of May, 2020.

Michele J. Miller, Mayor

Village of Cuba, New York

This week will be promoted through the newspaper and radio. Both the Town and Village will be working together to remove any waste collected by volunteers.

OLD BUSINESS; Rick presented the update to the refuse rules that was worked on by Former trustee Rettig Sr. and Rick.

The update would include the language specifically to require covers to keep animals out of the trash, in addition to the weights of the containers and no construction debris. It is a huge cost, and the weight overruns the packer and could cause damage to the packer. The board discussed the update that Rick has the authority to make and Trustee Taylor asked for more time to review it before it goes public. It just needs advertised. A photo was shown to the board of a local address that put a large quantity of construction debris both in their dumpster and next to it. The packer driver and employees will not pick up the debris. The Village has been notifying homeowners on an individual basis.

REVISED SOLID WASTE RULES – EFFECTIVE __/__/__

Applies to Chapter 170, §170-4, Issued pursuant to §170-0

1. Each household is limited to four (4) 30-32 gallon containers (50 lbs. ea. Max.).
NOTE: Approved containers shall be provided by the property Owner, as required by §308.3.1 of the International Property Maintenance Code adopted New York State:
 - a. All containers shall be in good repair and have tight fitting covers.
 - b. One (1) of the above may contain construction debris, must be covered.
2. Multiple dwellings may have a covered dumpster in lieu of individual containers, provided by the Owner(s):
 - a. Size shall be to accommodate the needs of the Tenants and approved by the Superintendent of Public Works prior to installation.
(Typical load for 2 cu. yd. is 400 lbs. ea.)
 - b. All dumpsters shall be in an enclosed area, accessible to the Refuse truck, and protected from damage. Such dumpsters must be approved by the Village Superintendent of Public Works as compatible with the Village refuse removal equipment before installation will be allowed.
 - c. Enclosures shall also be able to accommodate the recycling needs of the Tenants on recycling day.
3. Building Owner(s) must make arrangements to dispose of tenant leftovers (furniture, appliances, electronics, etc.). Such material left curbside will NOT be collected by the Village refuse crew.
4. Large quantities of construction debris shall be removed from the site by the building Owner or Contractor, and disposed of in conformance with all applicable laws and regulations.
5. No electronic items (computers, monitors, TV's, printers, etc.) will be picked up - the Owner/Tenant is responsible for such disposables in accordance to applicable laws and regulations.

Mayor Miller asked if there was any new business- N/A

EXECUTIVE SESSION: N/A

**TRUSTEE RAUB MADE A MOTION TO ADJOURN WITH TRUSTEE MILLER OFFERING A SECOND.
ALL IN FAVOR- - MEETING IS ADJOURNED.**

8:43 pm

Respectfully Submitted,

Corine Bump

Clerk/ Treasurer