



VILLAGE OF CUBA

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www.cubany.org

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Michele Miller - Mayor
Douglas Rettig Sr.-Trustee
Melissa Blake- Trustee
Steve Raub- Trustee
Thomas Taylor- Trustee

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

PRESENT: Mayor, Michele Miller, Trustee Douglas Rettig Sr., Trustee Blake, Trustee Raub, and Trustee Taylor

ALSO, PRESENT: Corine Bump Clerk-Treasurer, Cynthia Colley

MAYOR MILLER OPENED THE SEPTEMBER 9, 2019, MEETING WITH THE PLEDGE OF ALLEGIANCE at 7:00 pm.

Mayor Miller thanked all in attendance.

GUESTS: N/A

MINUTES: Discussion took place on the minutes of the 8/12/19 Board Meeting. The minutes were forwarded to the Board for review prior to tonight’s meeting. **TRUSTEE RAUB MADE A MOTION TO ACCEPT THE MINUTES AS WRITTEN WITH TRUSTEE TAYLOR GIVING A SECOND. ALL IN FAVOR AND THE MINUTES WERE APPROVED.**

Discussion took place on the minutes of the 8/26/19 Special Board Meeting. The minutes were forwarded to the Board for review prior to tonight’s meeting. **TRUSTEE RAUB MADE A MOTION TO ACCEPT THE MINUTES AS WRITTEN WITH TRUSTEE BLAKE GIVING A SECOND. ALL IN FAVOR AND THE MINUTES WERE APPROVED.**

BILLS: The bills were reviewed by Mayor Miller, Trustee Rettig Sr., and Trustee Raub prior to tonight’s meeting. Discussion took place about possibly changing the dates of future board meetings as the bills seem to be trickling in later and Trustee Rettig Sr. feels the bills/vouchers are disorganized when the meeting is early in the month. Clerk/ Treasurer Bump said that it just depends on the calendar and most bills are received by the board meeting dates except when the meeting falls very early, and she gathers the straggling bills for review as soon as they come in for review. It’s a matter of the vendor sending bills out

and timing of the meeting. Mayor Miller asked to table the date change until the organizational meeting in the spring.

TRUSTEE RAUB MADE A MOTION TO PAY THE BILLS WITH TRUSTEE BLAKE GIVING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

Approval of Claims and Bill Payment: Abstracts Voucher #'s 20200133-20200186
General Fund – \$6,874.96 Water Fund-\$3,736.36 Sewer Fund- \$4,330.50
TOTAL- \$14,941.82

POLICE REPORT: Submitted and on file.

BUILDING INSP./CEO: Submitted and on File McDonald's update is on track for dedication 9/25/19. DPW Superintendent Hall said ten sidewalk blocks have been ruined by the demolition crew on Medbury Avenue at the site of the fire back in May. He will speak with Kevin Margerum regarding the progress and the demo company's intent to fix the broken blocks.

Mayor Miller told the board the McDonald's project must be moving along fast as she has been inviting to the ribbon cutting ceremony. She said when she spoke with the representative, she mentioned that she had a resident express concern that no materials were purchased locally and this community supports them daily for years. The McDonald's rep told Michele they plan on doing landscaping work and trying to keep the work local. Full report on file at the Clerk's Office.

WASTEWATER PLANT REPORT: The Plant operated well, and he is waiting on test results. He billed \$780.00 in septage. He pumped the clarifier down to clean and inspect it. He cleaned and organize the boiler room and the storage room. He's working on the Monoflo grinder at the headworks. He repaired a leak to the main water line to the plant. He submitted a draft timeline to Sevon Thompson for the addition of outfall 003.

Robert checked the District 5 meter after the recent line break. The chart recorder is not working or powering up from the last time he checked the meter to today was 187 days and the daily average flow was 36,000 gallons per day.

Robert will create a letter to the DEC/ Savon with the timeline for completion to the outfall #003.

SUPERINTENDENT OF PUBLIC WORKS: Patching potholes as crew size permits. Traced sewer line in ALCO parking lot and tried camera but ran into obstacles. Started rehab on the inside of the Champlain Well House. Full report on file at the Clerk's Office.

He wanted to remind the board of the additional items not on the report, Mowing, weed eating, garbage pickup twice a week, steel goods day, brush day, water samplings, water reports, cleanup the park daily, payroll, bills, equipment repair, street sweeping, water meter reads for the clerk's office for final reads, sewer cleanings and anything else that may pop up in the inner workings of the village.

Trustee Blake asked if there has been any change in the water's "hardness" in the last three or four years, because she is noticing markings on her toilet. Superintendent Hall stated the iron levels remain normal, but he will check the Wadsworth report through the Health Department to see if there was a flag he didn't notice.

Trustee Rettig Sr. asked Hall and Thomas about the status of the inventory reports. Trustee Hall stated the inventory is complete with the exceptions of dollar amounts. Thomas stated his inventory is done with the exception of a few dollar amounts.

Trustee Rettig Sr. asked Hall about the street sign inventory and he said many signs will need to be replaced. He spoke with Chris Buffaro from Richardson Signs about possibly getting a discount for a large order. He said the Board may want to look at budgeting for a quadrant at a time. He said on a \$37 sign we could %5 a sign by buying in quantities.

Trustee Raub asked about the Tree situation on Route 305 and if the Board would need to act on the complaint about a Village employee from a resident. He asked Hall if he was comfortable by the way the situation was handled, Hall stated he stands by what he was told the crew member did and the staff witnessed. Shawn Whitney from the NYS DOT stated it was in compliance with the NYS right of way which is 25 ft from the center of the road to the sky. The tree was trimmed to 6ft. 7" above the sidewalk to make passage of the pedestrians of the sidewalks safe for all people, not just seeing people. If there was a stub sticking out they trimmed it back to the tree. They cut a tunnel instead of making a flat cut. Superintendent Hall stated he will to speak with the property owners if there are any other further concerns. Hall has received many phone calls thanking him for clearing the path of the sidewalk.

Trustee Taylor asked about an old Eagle Scout project of a bicycle rack on the Greenway Trail. The rack is in disrepair and asked DPW Super. Hall if there was any way it could be repaired or removed. He stated the crew will take a look and see what can be done.

CLERK/TREASURER REPORT:

Corine has submitted the NYS 1.

The NYS Retirement File will not submit and I'm working on it.

Corine added the penalty to the remaining unpaid tax bills and uploaded them to the Credit Card collection site. Corine and Lori created the second notices and mailed them 9/4/19.

Corine and Lori generated the water/ sewer shut off list and there are currently 98 residents on the shut-off list.

To date the Clerk Treasurer's Office has collected- \$ 654,180.92 leaving a balance of \$51,011.86 of the base amount to be collected by November 1, 2019! (93% of the taxes have been collected.)

Another small payment has come in from the Allegany Probation Department for the restitution amount to Willow Bank Park.

Corine and Lori completed working on the end of year rec report to submit to the Allegany County by October 18. To County Youth Bureau.

Corine has contacted the Accounting Firm and sent requested documents to begin the process.

Lori cleared both file folders of "hanging out there" paperwork to be filed.

We are currently water / sewer meter reads to be sent 10/4/19. Hydrant flushing will be 10/21-10/25.

Lori and Corine have been busy with the daily happenings within the village. They want to thank the DPW employees for their continued help and willingness to drop everything when a resident is having an issue.

Corine discussed with the board the printer/copier/scanner issues and the board would like her to speak with Mark Brown and ACME Business Machines to see if the \$200 purchase program for the machine will have longevity or if it's just a temporary fix. With support for Windows 7 expiring in January of 2019 it might be best to upgrade both clerk's office computers soon.

COMMITTEE REORTS:

PERSONNEL: The board members on the personnel committee are reviewing applications of all that have submitted for the new position at The WWTP/DPW. They will get with Rick Hall and Robert Thomas to join in on the interview process.

REFUSE: Doug gave Oakley a copy of what he has put together. He has not heard back from Oakley yet about the RFP. He has spoken with Rick as well and they have not had time to come back together.

FINANCE: Trustee Rettig Sr. watched a webinar of voucher reviews and will speak with Clerk/Treasurer Bump about his discoveries.

INFRASTRUCTURE: The Village Clerk's Office has some disrepair in the back of the building in the roof/ brick area. There is moss, moisture and mold inside and outside.

Discussion about the grant rounds for infrastructure grants. Rick is trying to get parts little by little for unexpected repairs. **Quotes for the building.**

MAYOR'S REPORT: In August Mayor Miller and Kevin Margerum met with the owner and manager of University Primary Care facilities in their interest in leasing space at the Acme Building for an Urgent Care Facility. It is currently zoned light industrial, and it will also require a re-zoning to Business. There is a ZBA meeting on 9/24/19.

The Mill St. retaining wall is poor shape. It is currently protecting Dave O'Dell's property. Michele and Rick met with the County heads, Justin and Tom to brainstorm ideas to repair the issue. The most viable plan pertains to a permit to remove gravel from the creek and channel the water in the creek away from the retaining wall during the winter and repair the retaining wall through shared service work, dig a retaining wall and a four foot ditch to bury bridge beams, and stack and bolt them three tiers high for about 8 feet sticking out of the water. It is potentially taking place in January and February if the money is found. Rick spoke with Dan Long and his concern is the bridge beams that the village might be able to obtain were painted with lead paint. The beams will have to be sand blasted, primed, painted and sealed. They will use creek gravel to back fill. The cost will be \$11,880 for nine beams. \$20,000 or free beams. Scrap steel price is \$1.20 a piece. They are trying to determine who paid for the beams in the first as they may have been purchased by Cuba already.

On August 27th Mayor Miller went to the County Wide Shared Services Initiative meeting at the legislative chambers. It was well attended. When it came time to offer up shared services over the past two years Cuba was of the top municipalities participating. The village joined the Code Consortium and received credit for the cost savings and The Village may get some credit for cost savings. In addition The village began the process for converting the streetlights to LED but Michele has not heard from National Grid after sending to emails.

The Garlic Festival is 9/21/19 with grand opening at 10:30 with the Board Members invited to attend. At this time Mayor Miller, Trustee Blake, and Trustee Raub will attend on behalf of the village.

The Halloween Trick or Treat hours will be from 6-8 pm on Thursday 10/31/19 to houses with their porch lights on.

There is a request before the board to waive the open container law at Chamberlain Park on Saturday October 5, 2019 from noon to six pm for a private party. The insurance binder has been submitted for the consumption of alcohol on Village Property and for the board review.

TRUSTEE TAYLOR MADE A MOTION TO LIFT THE OPEN CONTAINER LAW FOR THE REQUESTED DATE AND TIMES AND A SECOND BY TRUSTEE RAUB WITH NONE OPPOSED. ALL IN FAVOR AND THE MOTION CARRIED.

Mayor Miller is looking ahead to the November meeting date that falls on Veteran's Day. Rather than making employees come in on their day off she has inquired to change the date and time of the meeting. Discussion took place and the board suggested changing the meeting to 11/12/19 at 3:00pm.

TRUSTEE TAYLOR MADE A MOTION TO MOVE THE NOVEMBER MEETING TO TUESDAY NOVEMBER 12, 2019 AT 3:00 PM. TRUSTEE RAUB SECONDED THE MOTION WITH ALL IN FAVOR AND THE MOTION TO CHANGE THE MEETING DATE AND TIME.

Old Business: The Village wants to enter into a shared service agreement with the Fire Department. Trustee Rettig Sr. will work with DPW Superintendent Hall on the agreement.

The trees on East Main St. will be coming down soon. DPW Hall spoke with National Grid about removing the trees that are jeopardizing the power lines at 69 East Main St. The homeowner has to sign off on allowing them on the property. Trustee Taylor asked if the stump would also be removed and DPW Hall does not know yet.

Trustee Rettig Sr. spoke about the lock changes with Austin Security and for just the locks, cylinder, and software, and it is \$2,088. An online business has the same system for \$1300.00.

Trustee Hall asked about the parking spaces on Green St. for handicap parking spaces> Trustee Rettig Sr. and Mayor Miller will reach out to the code officer regarding the status.

TRUSTEE RAUB MADE A MOTION TO ADJOURN WITH TRUSTEE BLAKE GIVING A SECOND. ALL IN FAVOR AND THE MEETING CLOSED AT 8:25 PM.

Respectfully Submitted,

Corine Bump

Clerk/ Treasurer