



# VILLAGE OF CUBA

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

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

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

**PRESENT:** Mayor Michele Miller, Trustee Tom Taylor, Jim Barnes

**Via Zoom-** Trustee Liza Miller, Steve Raub

**ALSO, PRESENT:** Corine Bump, Clerk/ Treasurer- Roman Cavalletti, Operator of the Sewer Treatment Plant, Richard Hall

Also Via Zoom- Cindy Dutton- Cuba Patriot

**GUESTS:** none

Mayor miller opened the March 8, 2021 meeting with the pledge of allegiance at 7:00 pm.

## **MINUTES:**

Discussion took place on the minutes of the 2/8/2021 Meeting. The minutes were forwarded to the Board for review prior to tonight's meeting.

**TRUSTEE BARNES MADE A MOTION TO ACCEPT THE MINUTES AS WRITTEN WITH TRUSTEE TAYLOR GIVING A SECOND. ALL IN FAVOR AND THE MINUTES WERE APPROVED.**

## **BILLS:**

The bills were reviewed by Mayor Miller and Trustee Taylor 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.**

**APPROVAL OF CLAIMS AND BILL PAYMENT:** Abstracts Voucher #'s 202100466-2021004

General Fund- A-\$36,364.93 , F-\$3,486.47 G- \$3,420.42, TA-\$7,375.38 TOTAL-\$50,647.20

**POLICE REPORT:** Chief Burch submitted his report and it is on file in the Clerk's Office

**BUILDING INSP./CEO:** N/A

**WASTEWATER PLANT REPORT:**

- The DMR was sent in for February and everything was within limits.
- Amanda and I completed all work on the U.V. system.
- I have the trickling filter working properly at this time.
- Roman has not heard from NYWEA with a test date.

Corine asked Roman if there has been any sign of the new internet provider doing work on the road adjacent to the sewer treatment plat as a different internet option than Verizon Wireless and at this time he hasn't seen them at all.

Roman stated both he and Amanda have a class in Randolph on 3/25/2021 for the Apprentice Program.

**SUPERINTENDENT'S REPORT:**

- 1) Monthly Water Test Results for E. coli/Coliform – Both "Negative" also took "PFOS" & "PFOA" samples from both well houses.
- 2) Scrape streets/shovel walks & bridges and treat as needed.

- 3) Had to shovel/chop ice from sidewalks @ 33 and 37 South St. It took 3 guys 6 hrs. to complete. This was due to a complaint and no action taken by homeowner.
- 4) Cold Patching Potholes
- 5) Cleaned off catch basins so melting snow can get to them
- 6) 3 of us were randomly selected for Drug/Alcohol testing
- 7) Randy, Jeff, Jim and I all attended a water meeting in Hornell to get hours needed to renew our water licenses
- 8) Read water meters
- 9) Repainted the piping in the dosing side of the Bi-Centennial Well House
- 10) Dug up manhole on Green Street next to the firehall as one side was sinking. Repoured concrete structure and backfilled w/millings and cold patch until we can hot patch
- 11) Started studding up the inside of the DPW Garage and insulating it in an effort to make it more efficient. Put furring strips up and installed white steel on top of it. (White and bright!!)
- 12) Hauled snow from parking lot behind bank, Genesee Pkwy., C.F.D.
- 13) Chipped brush which included all the pine that was cut down on the corner of Maple and Hardy Streets (actually saved us thousands)
- 14) Water Issues: Finished water leak repair on Medbury Heights. Water main is running underneath the back of structures #1, #3, #5 and #7. Service leak for #9 but main was cracked all the way around.
- 15) Equipment Repairs: Had to put a new rear tire on Truck #9 due to running over a piece of exhaust system that got wedged between the duals. The other tire was damaged but not ruined. Had to install a new air dryer on the International Dump truck for the air brake system. Replaced hydraulic line on backhoe that burst.

Superintendent Hall submitted a Inter-Municipal Aid Agreement

SHARED SERVICES AGREEMENT

Between

NYSDOT and Village of Cuba

THIS AGREEMENT, dated March 8, 2021, is between the People of the State of New York, hereinafter referred to as "State" or "NYSDOT" and the Village of Cuba, hereinafter referred to as "Municipality." Pursuant to Section 99-r of the General Municipal Law, the State and the Municipality wish to share services, exchange or lend materials or equipment which shall promote and assist the maintenance of State and Municipal roads and highways and provide a cost savings by maximizing the effective utilization of both parties' resources. Shared Services shall mean any service provided by one party (Provider) to another party (Recipient). The State and the Municipality agree to share services as follows:

1. Description and Cost of Services, Materials or Equipment to be shared: Provide details of the services, materials or equipment to be shared in the attached standard Schedule A. The total amount of the agreement shall not exceed twenty-five thousand dollars (\$25,000.00). If applicable, indicate that the return exchange will be determined at a later date.
2. The Provider's employees shall remain under full supervision and control of the Provider. The parties shall remain fully responsible for their own employees for all matters, including but not limited to, salary, insurance, benefits and Workers Compensation.
3. If the borrowed machinery or equipment is damaged or otherwise needs repair arising out of or in connection with the Recipient's use, the Recipient shall be responsible for such repairs.
4. The Municipality agrees to defend and indemnify the State for any and all claims arising out of the Municipality's acts or omissions under this Agreement. Subject to the availability of lawful appropriations and consistent with Section 8 of the State Court of Claims Act, the State shall hold the Municipality harmless from and indemnify it for any final judgment of a court of competent jurisdiction to the extent attributable to the negligence of the State or of their officers or employees when acting in the course and scope of their employment.
5. The term of this Agreement shall be for two (2)  or four (4)  years from March 8, 2021 to March 8, 2023. The parties will endeavor to provide no less than thirty (30) days' notice of its intent to extend the Agreement. Either party may revoke this Agreement by providing sixty (60) days written notice of such revocation. Upon revocation, any outstanding obligations of the parties must be satisfied within thirty (30) days of the date of such revocation.

NYSDOT - Region 6

MUNICIPALITY

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Resident Engineer - \_\_\_\_\_ County

By: Rick Hall Date: March 8, 2021  
Village of Cuba DPW Highway Superintendent

NYSDOT - Region 6

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Regional Director of Operations

**SCHEDULE A**

NYS DOT

Description of services, materials, or equipment (Check All that apply) to be shared:

Like or similar services, equipment, and/or materials in support of highway needs including snow and ice control.

Estimated Cost/Value of Service Equipment Materials (Check All that apply):

Total NYS DOT Cost/Value: not to exceed \$25,000

MUNICIPALITY

Description of services, materials, or equipment (Check All that apply) to be shared:

See description above.

Estimated Cost/Value of Service Equipment Materials (Check All that apply):

Total MUNICIPALITY Cost/Value: not to exceed \$25,000

**TRUSTEE TOM TAYLOR MADE A MOTION TO APPROVE THE SHARED SERVICES AGREEMENT BETWEEN THE VILLAGE OF CUBA, NY AND THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION FOR THE TERM OF TWO YEARS. AS SUBMITTED WITH TRUSTEE BARNES OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.**

Tom Taylor inquired about the sidewalk clearing on South Street by Village employees following a complaint on impassable sidewalks. He was concerned with the cost. DPW Superintendent Hall stated the property owners were informed by written notice of the 24 hours to remove the snow and ice from the sidewalk. He property owners did not comply so the Village employees cleared the sidewalks. This was timely and costly. Each property owner will be billed \$50 for the removal one time only. They will also receive an itemized potential invoice for the next occurrence which will be per employee and cost of hours worked.

**CLERK/TREASURER REPORT: 3/8/2021 Clerk Report**

- The NYS 1, and the Retirement report all have been accepted and paid. The accounts were all updated with Retirement.
- Crossing guard payroll was issued for February on 2/26/21- A crossing guard remains off due to a medical procedure.
- Occustar random drug and or alcohol tested three employees for the first quarter.
- The Election is 3/16/21 Noon to 9. Please come out and vote.
- Water and Sewer payments have been coming in. Two tenants have reached out to the Village asking for a payment agreement and are in the clerk's office with the property owners aware. The clerk's office will be working on relevy notices in the coming weeks to send to property owners.
- Lori and Corine continue Covid-19 cleaning procedures and tracking of people entering the office. No one can enter the clerk's office without a face cover.
- Documentation continues to be requested by all Village employees for Covid-19 tracking and potential State reimbursement if instances occur.

- The first budget workshop was a success with the next one 3/11/21 at 2:30 pm and possibly a third 3/25/21.
- Corine ordered more deposit tickets from CBNA and Payroll checks. She also spoke with Nicole of Freed Maxick on advisement of when to close the old bank accounts and both agreed once the current fiscal year AUD has been submitted would be adequate timing.
- Corine updated the bank accounts for the USDA loans. At first the wrong invoice/due date was sent by USDA/ Rural Development but has since been corrected with plenty of time to change the banking information. Corine immediately went to CBNA and had the required documents signed and sent back to Sara at Rural Development. They have both set reminders to check back in to be sure the correct account will be processed for before payments due April 1, 2021.
- The Village received reimbursement for Jim Barnes' dues to NYS Rural water as he is a lifetime member. The money has been deposited with a correction to F008130-4 the account the bill was paid from.
- Corine spoke with the board regarding the refuse bill payment for January. She could not get the amounts to compute from the invoice the Village received. Jim Barnes has been working with Tom Taylor and The Town of Friendship on the refuse contract, Jim stated he would call Friendship for clarification of the bill. There was an error on the refuse bill and the Village will receive a credit on February's invoice around \$1,084.
- Corine has been working closely with Freed Maxick and Logics to finalize the AUD for 19-20.
- Corine worked several times with Logics in reference to the water/ sewer route reads as they were not importing correctly into the Sensus reader. Additionally, a tentative solution has been reached to track "non-billed" usage. They have now been set as "billable with a zero amount due". Corine is hopeful this will make water report tracking more beneficial and less time consuming. There is still an issue with the look back which has caused more "exceptions" and is very time consuming for the billing

process. She provided the DPW with re-read lists for accounts that did not register or had extremely high readings that needed re-checked.

- All purchase cards are now able to be created with success-hitting the proper accounts through the software program. To date- All are entered in the Logics software and journals are processed and complete.
- Corine worked late last Friday and a request was emailed and to provide income documentation for a current employee to purchase military time through NYSLRS. Corine gathered the data/documentation and provided it to the NYLRS representative within the hour.
- On Monday March 8, 2021 a request for unemployment benefits for a former Village of Cuba, NY employee that retired in 2019 came in. The claims were made for the year 2020, post retirement. Mayor Miller and Corine worked together to produce the documentation proving the former employee willfully submitted a letter of intent to retire from The Village of Cuba, NY, matching the date of retirement and a letter from NYSLRS was received affirming the former employee's retirement and returned it by fac to the NYS Dept. of Labor.

Committee reports:

**PERSONNEL**-Roman had a person from Allegany County reach out to see if he would be willing to host a summer youth employment program employee. Discussion took place and it was agreed to receive a willing, screened employee for the summer to assist with projects at the Sewer Treatment plant. Liza asked who will pay the employee, and it was confirmed payment would go directly to the employee from Allegany County.

**REFUSE**- Trustee Barnes and Trustee Taylor met with Oakley from the Town of Friendship. They would like to put the refuse contract to bid, to see where the communitie's stand. The board will discuss again further. It was discussed that the refuse truck is nearing the end of its useful life. It is growing more and more difficult to find drivers and pickers to work for the refuse truck. There has been deep discussion to try and make the current truck more productive and less costly for repairs. Discussion was tabled for now.



**SUMMER RECREATION AND SWIMMING-** Liza and Tom are on the Recreation/Parks committee. Liza has been speaking with a woman named Danielle from an After School Program in Allegany trying to gauge their success and experiences from an ongoing program since December 2020 during the Global Pandemic.. Carlos Gildemeister gave the go ahead for Swimming at the high school collaboratively with Chris Cappelletti, and David Hardman. The board would really like to see the Programs work for the coming summer in a safe and socially distant, fun matter. Corine will send the ad to the Patriot for the end of March to receive applications in April and hire staff at the May meeting. Liza has a scheduled phone conversation with Danielle Tuesday March 9, 2021 at noon.

**SENIOR HOUSING-** Tom Taylor made a call to Conifer which is a Senior Housing Company. Tom has not yet received a return phone call.

**Mayor's Report:** The grant was submitted for the Community Development Block Grant (CDBG). It is for the Preliminary Engineering report for the Sewer treatment plant. It will probably be a while before the Grant is awarded. Matt Zarbo paid close attention to the previous submission to trouble shoot where the 2019 application lost points.

The water main work SEQR letters went out and have until Wednesday 3/10/21 to reply. There will be a budget meeting Thursday 3/18/21 where the Resolution will be made for the Environmental Quality Review. There will also need to be a bond resolution to stipulate the Village will take on the project, and could cost as much as several million dollars.

Mayor Miller has been working on the Stretch Energy Codes and has attended a webinar. There are strict energy efficient codes for new construction. This could be solar panels, insulation or other cost saving improvements. If the Village adopts the codes, they could receive money just for the adoption. This money could be used for any energy saving projects.

Mayor Miller discussed the pushback on removing signs from past events. She was contacted by Joe Miller, as he thought it was a new code on the books. Mayor Miller stated it was a code that has been enforced for years and it is not about the content, this was about the timeliness of taking the signs down

following the event. She stated- A repeal the Safe Act sign has no date, therefore there is no problem with it being up, however for example a Bobby Kennedy for President 1968 would be past the time frame allowable inside the village. Mayor Miller sent on advice to the Board from the Village attorney and has asked the codes committee to look at Code 200.76 A and B for revision of the code.

**OLD BUSINESS: N/A**

**NEW BUSINESS: TRUSTEE STEVE RAUB MADE A MOTION REQUIRING ALL VOTERS FOR THE MARCH 16, 2021 WEAR A FACE COVER WHILE ON VILLAGE OF CUBA PROPERTY WITH TRUSTEE ELIZABETH MILLER OFFERING A SECOND. MOTION CARRIED.**

**EXECUTIVE SESSION: N/A**

**TOM TAYLOR MADE A MOTION TO ADJOURN AT 7:54 PM WITH JIM BARNES OFFERING A SECOND. ALL IN FAVOR AND THE MEETING ADJOURNED.**

Executive Session: N/A

Respectfully Submitted,

Corine Bump

Clerk/ Treasurer