



VILLAGE OF CUBA

17 East Main St.
Cuba, New York 14727
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, Douglas Rettig, Sr., and Trustee Taylor, Trustee Raub, and Trustee Blake

ALSO, PRESENT: Corine Bump Clerk-Treasurer, Richard Hall SDPW, Robert Thomas STP, Kirk Keiser, Cynthia Colley, and John Wilson

EXCUSED:

THE MAYOR OPENED THE JUNE 10, 2019 MEETING WITH THE PLEDGE OF ALLEGIANCE at 7:00 pm.

GUESTS: John Wilson was in attendance for the parking.

Kirk Keiser re- addressed the full board about the possibility of the board allowing UTV's to travel village streets. Trustee Rettig reviewed the information presented last month and said he spoke with a few residents who are not in favor of allowing the passage of UTV's on village streets. He said he would be willing to look into the information further. Tom Taylor voiced reflection from when the passage of snowmobiles were permitted in the village and how upset people were because they tore up people's yards and sidewalks. Trustee Blake said that's different from the UTV's because of the UTV's will be on the roads observing traffic laws not on people's sidewalks and properties. Kirk referenced the laws in other towns and mentioned there are specified street restrictions in addition to set times the UTV's can be on the streets in the municipalities. Loud mufflers and exhausts are not permitted. He had several sheets of paper with close to, if not more than 200 residents of the town and village including business owners in favor of the Village and Town passing a law allowing the vehicles to travel the streets. He said it wouldn't be much different than people on motorcycles except the time restraint and speeds. Mayor Miller stated there are already issues inside the Village with parking issues not being enforced in addition to moving traffic violations that go unpunished and she stated she does not

want to add to the problems. Clerk Treasurer Bump made a photocopy of the signatures presented to the board in favor of allowing the UTV's to travel the streets. Trustee Raub inquired if the law being passed could bring revenue to the village and requested more information on what the vehicles look like. Trustee Raub asked where the trails are around here. Kirk stated right now there are none in Cuba, it's just passage with landowners permission. Trustee Blake asked about registration and insurance and Kirk stated Andover which passed the law allowing UTV's to pass the streets in the county has a \$50 a year licensing with the municipality requirement which would also generate revenue for the Village. Friendship's language is at the lawyer's office with the impending passage of the law sometime this month. Trustee Blake asked if realistically people would ride any differently than they would in their car, and Kirk said, slower. He stated they can cross a state or county road. He stated the President of the NYS association is supposed to get back in touch with him with more information but he's on a business trip. He stated it's up to the town or village when it's within a state or county road passage could be permissible within 2 miles. Kirk stated the people asking permission do not want people flying up and down state or county roads. Mayor Miller asked for Kirk's phone number so he can be reached to discuss more information and he gave it to Clerk Bump.

MAYOR MILLER OPENED THE PUBLIC HEARING AT 7:17 PM TO DISCUSS CHAPTER 187 VEHICLE AND TRAFFIC SECTION 187-36:

The Grove St. issue was dropped because the residents that came for the informational meeting had no concerns with parking issue.

That leaves the board with the following No Parking area requests for change:

East Main St. on the North Side from a point 76 feet East of the East curb line of Maple St. to a point 50 feet West of the West curb line.

East Main St. on the South Side from a point 70 feet East of the East curb line of Church St. to a point 87 feet West of the West curb line of Church St.

Prospect St. Both sides from the intersection with West Main St. South to the intersection with Cherry St. and

Prospect St. Both Sides from the intersection with Bristol St. South to the Village line.

Concerned Resident John Wilson states that he feels parking should be eliminated from the corner of Church St. on East Main St. in front of the Cultural Center all the way down to the current firehouse sign because he has hit the sign in the crosswalk and he watched a tractor trailer hit it because of the crosswalk sign and there isn't enough room to move through it safely. He also has major concerns on Prospect St. as he has a hard time getting through with not only his personal vehicle, but a fire truck can't get through when people park on Prospect as well.

Dave Crowley spoke on behalf of The Cuba Circulating Library and they are concerned with the removal of the handicapped parking spot if it could be put before the crosswalk and could more

defined lines be painted to highlight the crosswalk and lines for the parking spaces. Moving the crosswalk would require an engineering study. Mayor Miller left the public hearing open until later in the meeting in case anyone else had further questions or concerns.

MINUTES: Discussion took place on the minutes of the 5-13-19 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 BLAKE GIVING A SECOND. ALL IN FAVOR AND THE MINUTES WERE APPROVED.**

BILLS: Trustee Rettig Sr. reminded the entire staff that he would like to see all packing slips and receipts initialed upon purchase of delivery. With no questions on bills and prior review of them by Trustee Rettig Sr., and Mayor Miller

A MOTION WAS MADE BY TRUSTEE RAUB AND SECONDED BY TRUSTEE TAYLOR TO PAY THE BILLS AS SUBMITTED. ALL IN FAVOR AND THE BILLS CAN BE PAID.

Approval of Claims and Bill Payment: Abstracts Voucher #'s
General Fund – (2018-2019) \$24,431.08 (2019-2020)- \$47,489.96 Water Fund- \$4,580.74
Sewer Fund-\$4,183.31
TOTAL-\$78,117.68

Clerk Treasurer Bump mentioned in order to stay in good standing with bill payment the Donegal bill payment was processed, and she will make the bookwork corrections when the new fiscal year is loaded into the financial program. Enough tax revenue has come in for this fiscal year to make the payment good.

POLICE REPORT: On File in The Clerk's Office

BUILDING INS. /CEO/ZONING OFFICER: On file in the Clerk's Office

WWTP REPORT: Full report on file at the Clerk's Office

STP Operator Robert Thomas asked the board to consider allowing him to change his internet provider for the sewer treatment plant. He has been having outage issues for a couple months with the most recent outage last week before vouchers were due and during a severe storm. The outage interrupted his data and records keeping which was vital information for the DEC. Robert spoke with Anthony Giordano from Verizon Wireless. He told Robert he would waive the \$500 fee and the service would be \$39.99 per month. Robert had increased the utilities line for the 2019-2020 budget so there should be money to pay the bill even though it will double for the month.

TRUSTEE RAUB MADE A MOTION TO SWITCH THE INTERNET AT THE SEWER TREATMENT PLANT FROM SOUTHERN TIER WIRELESS TO VERIZON WIRELESS AS SOON AS POSSIBLE. TRUSTEE TAYLOR GAVE A SECOND ALL IN FAVOR AND THE MOTION CARRIED.

PUBLIC WORKS REPORT: SPW Superintendent Hall submitted the monthly report and the full report is on file in the Village Hall.

DPW Superintendent Rick Hall presented the board with a list of equipment to send to auction and asked them to declare them as surplus equipment.

The Man Lift- Condor 46 VIN #VC95-595547 CALVR94 \$G\$D 430069 Onan 6179385 with an approximate value of \$5,000.00

The Air Compressor- US Patten 2975964-2961147 Detroit Continental Model #F162- Spec #1663 Engine- #264830 Approx. value -\$1,000.00

1,000 Gallon Steel Tank Approx. value- \$200-\$300

TRUSTEE RETTIG SR. MADE A MOTION TO DECLARE THE LISTED ITEMS AS SURPLUS EQUIPMENT AND SEND THEM TO AUCTION. TRUSTEE RAUB GAVE A SECOND WITH ALL IN FAVOR THE MOTION CARRIED.

Trustee Blake inquired about some trees across the street from her residence as she has seen children vandalizing the trees and told them to stop. They did for a while but are chopping branches off again. Rick stated the trees are on Village of Cuba Property and he would like the names of the individuals if possible, to let the authorities know.

Rick told the board that he has been advised this is the last year for the PAVE NY funding and asked Mayor Miller to write letters to the legislators to advocate for funding. Without it, there will only be enough funding for about \$47,000.00 worth of road paving which equals the amount the Village paved this year on East Main St. and Bull St.

Trustee Rettig Sr. stated he has noticed a lot of the road signs in poor condition and would like the posts straightened up and if needed new signage ordered.

CLERK/TREASURER REPORT: Clerk/Treasurer Bump reported on the activities the previous month. Voided checks- # 3915 Payroll account

Corine submitted both the NYS 1 and The NYS Retirement File with both accepted.

The Health Insurance bill was paid, and one employee had an issue with his wellness card. After calling and emailing the Bene-Care representative, a replacement card has been issued.

The union dues amount was paid. Their amount increased again on the 6.6.19 payroll by .25 cents a pay period due to the union members increase in salary for the coming budget year. A memo went in all union member paychecks in addition to a copy in their file.

All staffs' time off sheets have been rolled into the new fiscal year and distributed.

72 door knockers were issued but no one was shut off for water and sewer services. 15 promise to pays are supposed to be in this week.

All meter routes were read. There was a corruption in the files when it came out of the Logics program and into the Sensus program. Andrew Glick from EJP worked with Clerk/Treasurer Bump on fixing the file corruption and taught her how to fix it in the future. rte. 1- with 204 meters had 2 re-reads, rte. 2 with 161 rte. reads has 21 re-reads, rte. 3- with 120 meters has 5 re-reads, rte. 4 with 165 meters has 8 re-reads, rte. 5 with 144 meters has 14 re-reads and rte. 6 with 16 meters has 1 re-read. Corine, Lori and the DPW are working on the routes to complete the billing process for July's billing.

The county called with the final tax roll assessment and Lori and Corine went to Belmont to pick up the bills to be sorted, stuffed, and mailed by June 1. They were out of this office on May 30. This year Clerk/Treasurer had to connect and upload all the files to the credit card payment site instead of the county doing it. As of close of business 6/10/19 \$103,249.86 of the 2019-2020 Taxes has been collected.

The office has been flooded with calls for building permits which is exciting for the Village.

Clerk Treasurer Bump will be doing a training for all Summer Recreation staff for the NYS mandated sexual harassment training in addition to the returning crossing guards, and two DPW staff that were out on legal days off during the DPW training. The training will be in two sessions Wednesday June 26. 8:30 and 9:30 am.

Clerk Treasurer Bump spoke with Carlos Gildemeister and members of the CRCS Staff regarding a possible shared services opportunity on June 26 beginning at 3 pm, Brooklyn, Kirstyn, and Chris will be trained in the Red Cross CPR and First aid certification class taught by Colston Hillman and Bryce Ryan at CRCS. The cost is \$36 per person payable to the Red Cross. The school is not charging the Village for the trainers. The rec supervisor and all lifeguards are already certified.

Brittany submitted her order for the Summer recreation program. The initial total was \$1,687.80 and Corine placed the order by May 31, so a 30% off coupon was applied making the final total \$506.36 less at \$1181.47.

Clerk/ Treasurer is working with Logics to finish up the prior open years to force the entries so the new fiscal year can be opened with only two years open in Logics.

Deputy Clerk Sweet and Corine worked together on a tax deposit and were certain it was correct. While making deposits 6/10/19 the bank said the deposit for 6/6/19 was short \$517 a check for a tax payment. After triple checking the office with Lori, Corine called the bank and the amount was found by Gen in a bag at the bank. They will fix their error.

Clerk Bump emailed the bank the information to add Lori Sweet to the bank accounts and as a signer effective 6/1/19. The paperwork was submitted to Five Star Bank 6/7/19 after receiving it to sign on 6/06/19.

Clerk Bump sent the wire transfer information to the bank for the payments due in June. One was processed on 6/7/19 and Mayor Miller verified the wire transfer. Another transfer will go out later in the month.

With the holiday at the beginning of July and mail will be delayed, and an early meeting on 7/8/19, Clerk Bump is asking the board to come in after the July meeting by Thursday July 11 to ensure all payments go out in a timely manner.

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

Corine stated the Deputy Clerk Sweet is learning every day. She thanked the board for hiring her to be the deputy. She is well liked by the community and catching on to the requirements with each new day. Corine appreciates the combined collaborative effort of the DPW, STP, and Board and their patience after the transition of employees.

The following transfers were presented by Clerk/ Treasurer Bump-

GENERAL FUND

EXPENDITURES GENERAL FUND-

From A001325-4 CLERK TREASURER CONT. \$1,124.01 A001325-1 C/T PR

FROM A001620-45 BUILD. CONT. \$111.00 TO A001620-4

FROM A001640-4 GARAG. CONT. \$1291.18 GARAGE PR

FROM A001640-47 GARAGE IMPROV. \$60.95 TO A001640-1 GARAGE PR

FROM A001640-47 GARAGE IMP. \$294.90 TO A001640-42 GARAGE UTILITIES

FROM A005010-6 ADMIN REPAIRS \$695.55 TO A005010-1 STREETS PR

FROM A005110-6 MAIN. RDS REPAIRS. \$778.89 TO A005110-5 MAIN.RD GAS& OIL

FROM A007140-4 PARKS CONTRACTUAL \$867.33 TO A007140-1 PARKS PR

FROM A008010-4 ZONING CONTRACTUAL \$22.33 TO A008020-4 PLAN.
CONT.

FROM A008140-6 STORM REPAIRS TO \$50.00 TO A008140-5 GAS & OIL

FROM A008160-5 GAS & OIL \$100.00 TO A008160-4 REFUSE GAS & OIL

FROM A009060-8 HOSP& Med. \$92.20 to A009030-8 FICA

EXPENDITURES WATER FUND

From F008320-4 SOUR. OF SUPP. CONT. \$119.62 TO F008320-42 SOURC.
UTIL.

FROM F008340-6 TRANS. REPAIRS \$125.00 TRANS. F008340-5 GAS & OIL

F008340-1 WATER TRANS PR \$794.25 TO F008310-1 WATER ADMIN PR

F008340-1 WATER TRANS PR \$951.99 F008310-11 WATER PER SERVICE

F008340-1 WATER TRANS PR \$15.53 TO F008310-1110 DEPUTY CLERK PR

EXPENDITURES SEWER FUND

G008120-4 SAN. SEWER CONT. \$5500.00 TO G001440-4 ENG. CONTR.

G008110-4 SAN. SEWER CONT. \$500.00 TO F008110-4 PERM. CONTR.

G008120-2 SAN SEW. EQUIP. \$561.99 TO G008120-1 PER SERVICE

G008120-2 SAN SEW. EQUIP. \$390.00 TO G008120-11 DEP CLERK PR

G008130-2 TREAT. & DISP. \$1,565.75 TO TREAT. DIS. PR. G008130-1

G008130-12 SEWER OT \$976.91 TO TREAT & DISP. PR G008130-1

G008130-4 TREAT & DISP. CONT \$628.94 to G008130-1 TR. DISP PR

G0081208120-6 SAN SEW. REPAIRS \$347.68 TO G008130-111 HALL PR

G009060-8 HOSP AND MEDICAL \$519.59 TO G0090308 FICA

TRUSTEE RAUB MADE A MOTION TO APPROVE THE TRANSFERS AS SUBMITTED AND READ WITH TRUSTEE RETTIG SR. GIVING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

COMMITTEE REPORTS:

PERSONNEL:

The personnel committee has reviewed an application for a new crossing guard as Mrs. Grimes will be retiring at the end of the school year. The Personnel committee will contact the applicant and ask them for an interview. Trustee Raub will contact Trustee Blake when a time has been set up.

The board is still waiting on the MOA language from the Teamster's Union representative Jeff Ziemba.

FINANCE:

All fuel cards have been located for the fuel monitoring process, but Trustee Rettig Sr. is having a hard time getting the quantities used to balance out. He stated the process is coming together and the board is getting a better picture of what we have, he is just looking for all the fuel usage and comparing the VYNCS monitors.

Trustee Rettig Sr. would like to see all packing slips signed by the personnel receiving the delivery.

REFUSE:

Trustee Rettig Sr. would like to have the RFP written and on the table for review at next month's meeting. Trustee Taylor will attend the refuse meeting in Friendship with Trustee Rettig Sr.

MAYOR'S REPORT:

Trustee Raub will be attending the Compassionate Community Seminar 6/13/19.

Barton and Loguidice will be writing grants to try and obtain funding for engineering reports for grants. Matt Zarbo is once again working with the Village.

On Friday May 31, Mayor Miller met with S. Bradley of the Cuba Cheese Shoppe regarding the parking situation. She told Mayor Miller eliminating parking in front of the building would devastate their business.

Mayor Miller reminded the board she helped negotiate getting parking for their business back at Elm St. Academy lot which was still a cost of \$10,000 to the Cheese Shoppe. Ms. Bradley stated to the Mayor if the Village puts the Cheese Shoppe on notice or institutes fines, the business is prepared to fight in court. The idea was discussed of parallel parking in front of the business but that was also discussed as a traffic hazard.

DPW Superintendent Hall spoke with Poppley Design Group the firm in charge of the design work for the NYSDOT on St Rte. 305 from North Branch to the South St viaduct. They are working towards the five-year plan and will address issues along St Rte. 305. They are very receptive to the Village if there are any design requests. Trustee Raub asked Mayor Miller about the parking plan on the Water St side of the building and when she spoke with Mr. Engels from the NYSDOT, he said the Cheese Shoppe could have parking on the St Rte. 446 side of the building but Ms. Bradley told the mayor the NYSDOT said no.

Mayor Miller drafted a letter to send to the newspaper regarding sidewalks that need repaired. Trustee Rettig Sr. suggested the work on the village's responsibilities begin first. Mayor Miller will send the letter to the newspaper.

Mayor Miller received an email from the former Village of Cuba attorney Ron Hull now with Heisman Nunes & Hull LLP. After many years with Underberg & Kessler, he has left to be part of a new law firm. The Village now has the choice to remain with Underberg & Kessler as Village Attorney, transfer the work to Hull's new firm or to select a new attorney/law firm altogether to represent the Village. Mayor Miller asked for a fee structure of services and has not received one yet. The board agreed the Village needs to know what the fee structure will be and if it's anticipated that charges will remain about the same. Once the board has an idea about that, they can make a formal decision.

She also reached out to the current law firm Underberg and Kessler firm for a fee schedule and has not had a response from them either.

Mayor Miller asked if there were any more questions and concerns pertaining to the proposed Parking Law Changes on East Main St and Prospect St.

With their being none, **TRUSTEE TAYLOR MADE A MOTION TO CLOSE THE PUBLIC HEARING AT 8:26 PM WITH TRUSTEE BLAKE GIVING A SECOND. ALL IN FAVOR AND THE PUBLIC HEARING CLOSED 8:26 PM.**

TRUSTEE RETTIG SR. MADE A MOTION TO ACCEPT THE PROPOSED PARKING CHANGES AS FOLLOWS:

NO PARKING ON EAST MAIN ST. ON THE NORTH SIDE FROM A POINT 76 FEET EAST OF THE EAST CURB LINE OF MAPLE ST. TO A POINT 50 FEET WEST OF THE WEST CURB LINE.

NO PARKING ON EAST MAIN ST. ON THE SOUTH SIDE FROM A POINT 70 FEET EAST OF THE EAST CURB LINE OF CHURCH ST. TO A POINT 87 FEET WEST OF THE WEST CURB LINE OF CHURCH ST.

NO PARKING ON PROSPECT ST. BOTH SIDES FROM THE INTERSECTION WITH WEST MAIN ST. SOUTH TO THE INTERSECTION WITH CHERRY ST. AND

NO PARKING ON PROSPECT ST. BOTH SIDES FROM THE INTERSECTION WITH BRISTOL ST. SOUTH TO THE VILLAGE LINE. WITH TRRUSTEE RAUB GIVING A SECOND. ALL IN FAVOR AND THE MOTTION CARRIED.

Old Business- N/A

New Business- N/A

TRUSTTEE RETTIG SR. MADE A MOTION TO MOVE INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL AND IT WAS SECONDED BY TRUSTEE RAUB. ALL APPROVED 8:31 PM.

TRUSTEE TAYLOR MADE A MOTION TO CLOSE EXECUTIVE SESSION AT 8:32 PM WITH TRUSTEE RAUB GIVING A SECOND ALL IN FAVOR AND THE EXECUTIVE SESSION CLOSED.

TRUSTEE TAYLOR MADE A MOTION TO OPEN REGULAR SESSION WITH TRUSTEE RETTIG SR. GIVING A SECOND. ALL IN FAVOR AND REGULAR SESSION RE-OPENED.

Deputy Clerk Sweet has completed her 60-day probationary period and the board would like to increase her pay to \$14 an hour.

TRUSTEE RAUB MADE A MOTION TO INCREASE DEPUTY CLERK SWEET'S PAY TO \$14 AN HOUR EFFECTIVE 6/1/19 WITH TRUSTEE RETTIG SR. GIVING A SECOND, ALL IN FAVOR AND THE PAY INCREASE WAS UNANIMOUS, MOTION CARRIED.

TRUSTEE RETTIG SR. MADE A MOTION TO ADJOURN THE MEETING AT 8:36 PM. TRUSTEE RAUB GIVING A SECOND. ALL IN FAVOR AND THE MEETING CLOSED AT 8:36 PM.

Respectfully Submitted,

Corine Bump

Clerk/ Treasurer