



# 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, Trustees Tom Taylor, Jim Barnes, Steve Raub

**VIA ZOOM:** Trustee Elizabeth Miller

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

Cindy Colley, Michael Mosgrove, Lauren Mosgrove, Lionel Legry, Josh Morrison, Matt Zarbo- Barton and Loguidace, Jonathan Enzinna Southern Tier IT

**GUESTS:** Jonathan Enzinna spoke about the quote he had sent via email to the Clerk's Office in regard to the possible addition of a second line or PBX phone system. He stated the company has a very good track record with converting businesses and not-for-profits over to a more modern phone system. What they are proposing is a system identical to what they have deployed for some of their local clients with great success. This is a multi-step approach:

The first step is the hardware. An estimate #3223 for the hardware and setup cost was sent. This setup includes one UCM6202 IP PBX appliance, which is essentially the "brain" of the phone system. There will also be three wired extensions that will be the GXP2135 phone (He attached a datasheet for convenience in case anyone needed to read more about the phones) and also two wireless phones, the WP810 (datasheet also attached). One wireless phone will remain in the village office, while the other will move out to site at 18 Woodruff St. but remaining connected to the PBX in the village office. This will allow us to dial the Woodruff St. location as a regular extension and even transfer calls from the village office to there.

The next step is to handle the actual phone service itself. By utilizing Charter/Spectrum, we are unfortunately limited to one incoming call at a time on each line. To complicate matters, to accommodate a second simultaneous incoming call requires the Village to add another "line" at an added expense of \$39.99/month. The current telephone expense is \$99.97/mo in total, soon to go up \$10/mo to \$109.97/mo in total. Adding an additional "line" would take this total up to \$149.96/mo. These are the rising costs of older phone systems and, unfortunately, those rising costs come with a lot of drawbacks.

Their suggestion is that the village switch its phone service to a traditional internet-based (VoIP) telephony system. While Charter/Spectrum's telephone service is technically VoIP, their hardware unnecessarily imposes some restrictions of the older phone systems – such as the 1 call per line limit. With a traditional VoIP system, there are no lines, only numbers. The only limiting factor on the number of calls you can receive or make at once is the hardware you buy. The setup they are proposing will get the Village a maximum of 50 simultaneous calls in either direction.

This is also a full enterprise-grade solution with all the bells-and-whistles to be expected in an enterprise PBX system: IVR's and voice trees (press 1 for...etc.), voicemail boxes either shared or per-extension, voicemail-to-email, fax-to-email, conference calling, blind and attended transfers, call queues, intercom calling and paging, and more. By putting a phone in the location at Woodruff St., we could have the ability to transfer calls seamlessly between the two buildings as if they were one location.

The largest benefit to VoIP, however, is the cost. An estimate #3224 which showed the cost of their cloud communications platform service for all three of the Village telephone numbers at a low cost of \$37.85/mo. That is a savings of \$72.12/mo against the Village of Cuba's soon-to-be rate with Spectrum. This would, over the course of just a little over 11 months, pay for the up-front cost of the hardware. There are other features to their cloud communications service, as well, such as optional SMS/MMS messaging via a web-based application for an extra \$4.95/mo.

He stated the VoIP system had a very rocky start in its formative years. However, today's VoIP/SIP internet telephony is nothing like the Vonages or MagicJacks of the past. With standard features such as endpoint-to-carrier encryption, high definition (HD) audio, E911, CNAM (Caller ID) registration, and even "Verified Caller" attestation, VoIP is very hard to ignore, especially when given the cost savings. They can help set up failover rules in the event that the internet or power goes out so we don't miss any phone calls.

He fielded many questions from the board. The question was asked if it was an option at the STP, and at this time, no- not until there is a high-speed internet provider other than the Verizon Wireless, but the same will apply. \$3.95 for the number and the cost of the

phone. Rick asked if an additional cordless phone could be added to the Garage and Jonathan answered yes, with the additional cost of the phone. We have Jonathan's card should any further questions come up. The business will be opening on Main St. very soon.

Mark Brown- The Village of Cuba's current IT provider does not provide phone IT services. The emailed quote from Spectrum is \$39.99 per month to add a new line. The procurement policy requires two verbal quotes for purchase \$500-\$2,999.

Cindy Colley- a Village of Cuba resident spoke about her concern for the need of a crosswalk across State Rte 305 near Giant Food Mart. She walks around the Village most every day and no matter the time of day it's difficult to safely cross. Mayor Miller stated that it is in the NYS DOT's five-year plan to put a crosswalk near the location Cindy is concerned about. Mayor Miller suggested Cindy make a phone call to Senator Borello's office.

Matt Zarbo from Barton and Loguidace spoke about the next steps in the process for obtaining funding for the water and sewer projects the Village needs to upgrade the infrastructure.

He stated the Village has-

- Completed a preliminary Engineering Report that recommended a project
- Completed SEQR and ESDA Rural Development Environmental Report
- Completed a Bond Resolution
- Hired Bond Counsel and a Fiscal Advisor
- Submitted the Report to NYS Environmental Facilities Corporation (EFC) Drinking Water State Revolving Fund (DWSRF) Program

He discussed the following:

- Obtaining short term financing via Bond Anticipation Note (BAN)- \$500,000- (one year bridge loan) No more resolutions are required, The Village's Fiscal Advisor/ Bond Counsel can help. Interest Rates are .5% (\$2,500 plus closing costs)
- Future Grant Applications- (The completed portions should help to be more competitive with Grant Applications)
- Four major programs to consider- Water Infrastructure Improvement Act Grant (\$3,000,000 or 60%)-The Village and B&L are ready to apply when applications are announced. Design ready projects are preferred.
- Congressional Earmark Funding (80% grant, likely in the the \$2-\$4 million range) The Village needs to be design ready as it has a one-year timeline. B&L projects are likely getting \$19/\$52 million to be approved this year.
- USDA RD- Grant is very hard to come by, but would be in the \$1-\$3 million range

- CDBG Public Infrastructure Grant- \$1.25 million. Design ready project desired. Must complete an income survey.

He presented the following

- Engineering Amendment (Increase current \$20,000 contract by \$875,000 to \$895,000)
  - Includes Survey, Soil Borings, Design, bidding, and Construction Phase Services (inclusive of full-time inspection)
  - Services are Lump Sum or Hourly (Time/expense)
  - This is well within amount budgeted
  - **He said the goal is to obtain Three million dollars in grant funding and attain a short term bridge loan or Bond Anticipation Note (BAN)**

Jim Barnes spoke to say he is impressed with Matt's presentation as he previously worked for another municipality in Allegany County and some of the portions of what Matt presented tonight were omitted by another firm when Jim went through a similar process before retiring. The omitted items came up as a real problem, and Jim is happy with the foresight of Matt and B&L to all the details.

Matt thanked Jim, and stated they really want to see this work for the Village. He also said B&L takes pride in coming in under budget and that is the long-term hope aside from obtaining funding- to save the Village money.

Trustee Taylor stated he is hopeful as Congress has a new Infrastructure bill to be presented and is glad the Village is close to shovel ready.

Matt stated a resolution and movement on the BAN is the immediate next step. The board thanked Matt for driving to attend the meeting tonight and his clear and thorough outlined notes that were easy to follow and understand for the intended project. The board will continue discussion in the Committee part of tonight's meeting.

Matt thanked everyone and was excused by the board to drive back to Buffalo

**MINUTES: THE MINUTES WERE CIRCULATED. TRUSTEE RAUB MADE A MOTION TO APPROVE THE MINUTES AS SUBMITTED WITH TRUSTEE BARNES OFFERING A SECOND. ALL IN FAVOR AND THE MINUTES WERE APPROVED.**

#### **BILLS:**

The bills were reviewed by Mayor Miller, Trustee Raub, and Trustee Taylor prior to tonight's meeting.

**TRUSTEE RAUB MADE A MOTION TO APPROVE THE BILLS WITH TRUSTEE TAYLOR OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.**

**APPROVAL OF CLAIMS AND BILL PAYMENT:** Abstracts Voucher #'s 20220101-202200169

General Fund- A-\$, \$F-\$ G- \$, TOTAL- \$

**POLICE REPORT:** N/A

**BUILDING INSP./CEO:** Mayor Miller meets with Kevin each Friday usually in person but sometimes due to Kevin's schedule, by phone. He submitted the following:

**July 16**

Attended the Planning Board meeting

**July 20**

Began performing routine inspections of village auto repair businesses, as discussed at the planning board meeting.

**July 26**

Inspected (4) auto repair businesses for compliance with the zoning ordinance

**July 27, 2021**

Issued a new permit for repairs to a dwelling. Damage caused by a falling tree on Green St.

**July 29, 2021**

Issued a new permit for an above ground pool at Railroad Ave.

**August 6**

Issued a new permit for front porch repairs at a Grove St.

Inspected (4) auto repair businesses in the Village for compliance with the zoning ordinance

**August 9, 2021**

Wrote and delivered a letter for the Burch project on Water St.

Performed the final inspection for work at a Green St. (tree damage)

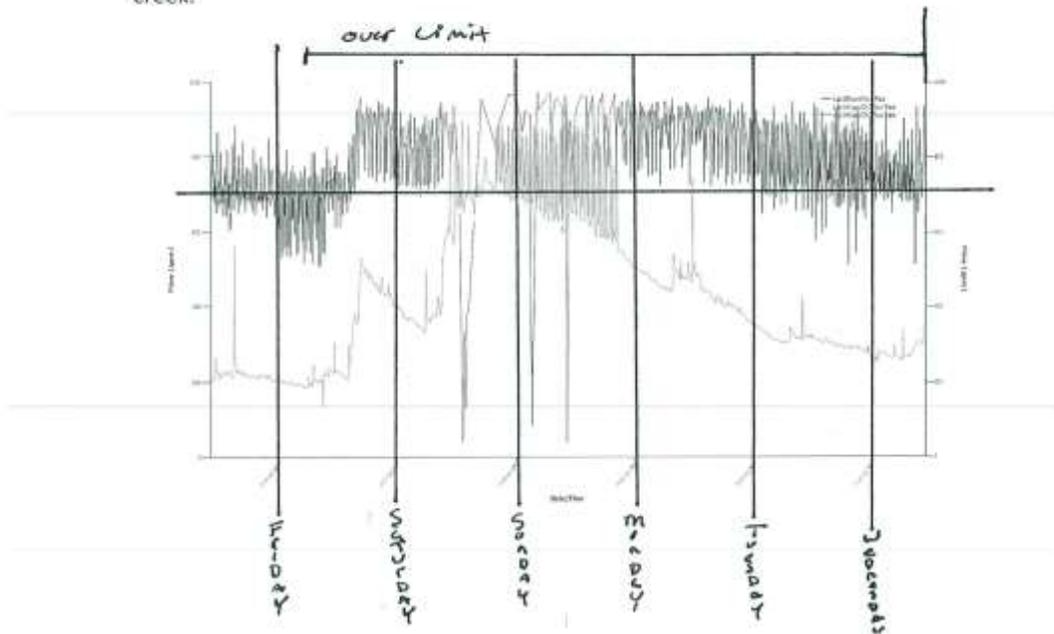
**WASTEWATER PLANT REPORT:**

The DMR was sent in for the month of June and everything was within limits.

On July 17<sup>th</sup> thru the 18<sup>th</sup> we received a lot of rainfall with resulted in me having to come in and set up the flood gate start the tractor pump and baby sit the plant everything went well. I did not have to bypass.

We were 1.2 MGD for 8 days which will result in a violation of our .97 total daily flow in our permit.

The state is working on the water situation at the cooper residents due to the water level being 3 feet higher on his side than our side they are trying to clean the pipe and possibly clear out the streamway behind the plant to the creek.



### **SUPERINTENDENT'S REPORT:**

- 1) Monthly Water Test Results for E. coli/Coliform – Both “Negative”
- 2) Keeping “tree gator” bags filled during dry times.
- 3) Goodfellas Tree Care has started tree work
- 4) Clerk’s Office “facelift”, (painting & rotten board replacement)
- 5) Trimmed the hedges around the gazebo
- 6) Opened partially plugged drain line on West Main Street
- 7) Replaced GFCI in Parkway that caught fire. Was notified by C.F.D.
- 8) Yearly mowing at landfill complete. Small amount of weed eating left
- 9) Installed steel door in back wall of shop and last double pane window.

- 10) Repaired catch basins at Spring/Church, Bristol St. & 2 on N. Park Street
- 11) Working on removing sidewalk blocks that are heaved due to Village trees and grinding down the roots and replacing the blocks
- 12) Removed sidewalk blocks at #5, #7, #9 and #19 Green Street. Also, removed more blocks and driveway apron at 15 Maple Street
- 13) Willow Bank Park picnic table repair
- 14) Working on sealing Prospect Street Footbridge
- 15) Worked on cleaning sewer mains on Maple St., East Main and Union Street with all the flooding and high water. (Reminder: No sump pumps in sewers Please)
- 16) Water Issues: Water main break at 27 Champlain Street. (Where else would it be!!)
- 17) Equipment Repairs: Serviced trucks #1 & #3. International Dump passed inspection once we found a bad wire preventing the brake lights from working.

It was reported by two trustees that many visitors to Willow Bank Park are ignoring the "No vehicles beyond this point" signs. They are pulling right up to the pavilion rather than using the parking spaces. They will try to reach out to Rick or Chief Burch going forward if they see vehicles illegally parked to remind people there is no parking in the Village Parks.

Rick said that a member from North Park Wesleyan Church inquired as to any ideas for the scheduled Community Clean up Day in the Village 8/29/2021.

More discussion took place regarding the street sweeper demonstrations. It is twenty-two years old. The demonstration last week was impressive and the board tabled discussion for the time being but is still looking at replacing it. More demonstrations pending.

#### **CLERK/TREASURER REPORT:**

- The NYS 1, and the Retirement report all have been accepted and paid. The second quarter taxes were filed.
- Crossing guard payroll was issued at the end of July and last Thursday at the end of Summer School and will be reimbursed by the school.
- To date, we have collected \$676,368.81 of the \$743,758 with \$837.96 interest.
- Lori and Corine continue Covid-19 cleaning procedures.
- Documentation continues to be requested by all Village employees for Covid-19 tracking and potential State reimbursement if instances occur.
- Water and sewer payments have been coming in.
- Corine would like to move Village of Cuba, NY funds in NY Class to Community Bank NA as the interest rate with NY Class is .03% and at Community Bank at this time it is .20% after tonight's meeting.
- Corine and Lori let both Rick and Roman know- with the new payroll processes in place, payroll checks will not be available on Thursdays until at least after 1:00 pm.
- Corine and Lori attended an ARPA webinar presented by NYCOM and The NYSOSC last week in addition to one Nicole from Freed Maxick offered through GFOA 8/9/21 (this afternoon).

- Jonathan Enzinna from Southern Tier IT Services came in to look at the office phone system to open up the phone lines in the office. Mark Brown does not offer this service with his IT services, and the cost at Spectrum is \$39.99 a month for an additional line/number. The procurement policy requires two verbal quotes.
- The vacuum cleaner at the office has once again spit the entire contents of the canister back out after vacuuming the office. Can we please, look at a newer vacuum? Rick and the DPW crew have serviced it one too many times.
- The office has been busy with too many tasks to note.

The board briefly discussed Clerk Treasurer Bump moving Village funds from NY Class to Community Bank for this month due to the low interest rate with NY Class at .03%. In June Community Bank offered .25% and July .20% which would earn far more in interest for the Village of Cuba. Corine will make the transfers this week.

**FINANCE:**

Trustee Taylor asked about Matt Zarbo’s presentation. Discussion took place revisiting his presentation. Tom stressed he felt it was a good idea to enter a BAN to get the planning and design phase progressing and pay the engineers. Mayor Miller stated This would be through the one-year bridge loan. Our fiscal advisor/Bond counsel can help. It will make us more competitive for grant awards in the future.

**TRUSTEE TAYLOR MADE A MOTION TO APPROVE THE BAN WITH TRUSTEE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.**

**TRUATEE JIM BARNES MADE A MOTION TO AUTHORIZE MAYOR MILLER TO SIGN AN ENGINEERING AGREEMENT WITH BARTON AND LOGUIDACE WITH TRUSTEE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.**

**REFUSE-** Trustee Barnes and Trustee Taylor are on the September 2021 Town of Friendship agenda to discuss the refuse/ recycling trucks.

**MAYOR’S REPORT:**

**Library:** Mayor Miller was contacted by the Cuba Library in regard to their 150 year celebration. They are interested in having another wine and cheese celebration but would like to have it outdoors. The mayor told the board they may get a request to lift the open container law during the celebration.

**Wreaths Across America:** Mayor Miller was contacted by Mary Lindquist who is chairing the Wreaths Across America Day- to lay over 150 wreaths on soldiers graves in the Cuba area at the cost of \$15 per wreath.

**PARKING-**

Mayor Miller met with the Cultural Center at the end of the month and Suzanne stated one more board member had to weigh in on the parking matter but the board is putting together a proposal to assist with the parking issues inside the Village for Main St. Business owners/ and tenants.

**Garlic Festival: Everyone at the Village received an invitation to the Garlic Festival's opening ceremonies. Anyone interested in attending should contact Lou Conklin. They will be 9/18/2021 at 10:30 am at the Block Barns.**

**DISPENSARY-** Municipalities in NYS must decide if they want marijuana dispensaries inside their communities by 12/31/2021.

**NEW BUSINESS:** On Old E Main St, where the creek goes under the road by the Catholic Cemetery, there is a rotted pipe. All the extra traffic with the County's detour for the culvert on County Rte 20 has caused the road to dip. Mayor Miller, Rick Hall, Lee James-Town of Cuba Supervisor, Chad Smith- Town of Cuba Highway Superintendent, Justin Henry-County Highway Superintendent, and Tom Windus, County Engineer met to discuss possible strategies to make the repair.

One solution was to end the road at E Main St headed East before the pipe and end the road at E Main St. headed West before the pipe leaving only one outlet to County Rte. 20 at the highest intersection and either Medbury, or continuing on E Main into the Village with no through traffic.

Another option is to make the area a footbridge, not a driving bridge.

The final option is turning the area into an actual drive over bridge with the County picking up 85% of the cost and the Village responsible for 15% of the cost. The Village's share would be approximately \$60,000 and the County's share would be \$340,000.

The best-case scenario for completion would be in 2023. The question was asked if the Town of Cuba could help with the Village's cost. Lee will discuss it with the Board but reminded everyone that they must stay within the 2% tax cap, and they have two major purchases coming up that will take them close to it. Once the project is completed, it will become a Town of Cuba responsibility for future repairs and accidents etc.

Trustees Taylor, Raub and Barnes agreed that the foot bridge is not an option. Rick explained weight limit signs of an 8-ton limit will be installed once the detour has been completed and the roads back to normal use on 8/23/21.

Rick stated to get the project started, he needs to call Tom Windus and get on the list for the County. Jim Barnes recommended installing jersey barriers on both sides of the pipe

blocking the road should its condition become worse between now and the project taking place. The board asked Rick to call Tom Windus and get on the list.

**Old Business: Clerk Bump asked the board to amend the budget for the Recreation Contractual Line A007310-4 and use fund balance for the 20.21 fiscal year from the same line to zero out the line on the budget.**

**TRUSTEE TAYLOR MADE THE MOTION TO AMEND THE BUDGET LINE A007310-4 RECREATION CONTRACTUAL- USING FUND BALANCE FROM THE FISCAL YEAR 2020-2021 FROM THE SAME LINE- WITH TRUSTEE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.**

Trustee Raub mentioned he witnessed an ATV traveling north on ST Rte. 305, with the driver not wearing a helmet and looked to be traveling higher than 30 mph. He stated it was unfortunate that this negatively impacts the desired impression through the village. This driver's actions was a main concern of residents and the board.

**TRUSTEE RAUB MADE A MOTION AT 8:42 PM TO MOVE INTO EXECUTIVE SESSION TO DISCUSS EMPLOYEE TRAINING WITH TRUSTEE TAYLOR OFFERING A SECOND. ALL IN FAVOR AND THE REGULAR MEETING CLOSED. AND EXECUTIVE SESSION OPENED.**

The room cleared.

**TRUSTEE RAUB MADE A MOTION AT 8:45 PM TO OPEN EXECUTIVE SESSION TO DISCUSS EMPLOYEE TRAINING WITH TRUSTEE TAYLOR OFFERING A SECOND. ALL IN FAVOR AND THE EXECUTIVE SESSION OPENED.**

**TRUSTEE BARNES MADE A MOTION TO CLOSE EXECUTIVE SESSION AT 9:09 PM WITH TRUSTEE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE EXECUTIVE SESSION CLOSED.**

**TRUSTEE TAYLOR MADE A MOTION TO RESUME THE REGULAR MEETING AT 9:09 PM WITH TRUSTEE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE REGULAR MEETING RESUMED.**

With no further business to discuss TRUSTEE TAYLOR MADE A MOTION TO CLOSE THE REGULAR MEETING AT 9:10PM WITH TRUSTEE RAUB OFFERING A SECOND. THE MEETING CLOSED AT 9:10 PM.

Respectfully Submitted, Corine Bump-Clerk/ Treasurer