

Board of Trustees
Village of Black River, New York



Agenda
Regular Meeting
June 6, 2016

- Call to order.
- Pledge of Allegiance.
- Approval of minutes of the 5/2, 5/23 & 5/31/16 special & regular meetings.
- Public Comment.
- Code Enforcement Report & review of related correspondence.
- Superintendent's Report.
- Clerk-Treasurer's Report.
- Police Department Report.

Correspondence Received:

A) NYCOM

Re: Annual Membership Dues

Correspondence Sent:

A) None

Unfinished Business:

A) Police Car Purchase

New Business:

A) Furgison & Co. CPA

Re: Audit Report

B) Dave Daily

Re: Energy Source

C) Recreation Program

- Reports from Standing Committees.
- Reports from Special Meetings.
- Authorize payment of bills; adjournment.

Village of Black River
Board of Trustees
Regular Meeting
May 2, 2016

DRAFT

Mayor Carpenter called the regular meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

Present:

Mayor Leland Carpenter
Trustee Randolph Lake
Trustee Francis Dishaw
Trustee Gary McCullough
Trustee Corey Decillis
Superintendent Steven Lillie
Clerk-Treasurer Kathie Montigelli
Clerk Part Time Connie Wonderly
Police Chief Steven Wood
Code Enforcement Officer (CEO) David Lachenauer

A motion was made by Trustee Lake, seconded by Trustee Dishaw to approve the minutes of the April 4, April 12 and April 16, 2016 minutes. The motion was carried.

Public Comments: Mayor Carpenter stated that Clerk-Treasurer Montigelli would be retiring after 31 years and that this was her last Board Meeting. He thanked her for her dedication to the Village. Former Village Mayors Roy Sauter and Vincent Cesario and Former Village Trustees Patrick Flynn and Mark Thompson were present to acknowledge Clerk-Treasurer Montigelli's accomplishments throughout the years.

Patty Strife was present to discuss the 6th annual Michael J. Cerroni run to be held June 26th. Mayor Carpenter stated the Village's ongoing support for the event.

A motion was made by Trustee Decillis, seconded by Trustee McCullough to enter into executive session at 6:21 p.m. to discuss current litigation. The motion was carried.

A motion was made by Trustee Dishaw, seconded by Trustee Decillis to exit executive session at 6:32 p.m. The motion was carried.

Clerk-Treasurer Montigelli exited the meeting at 6:35 p.m.

Code Enforcement Report: CEO Lachenauer stated that the Planning Board approved a subdivision for Steve Lillie and discussed sidewalks, livestock and farm animals at their April 26, 2016 special meeting. He stated that Betsy Hennessey also discussed a proposed ice cream stand at her Maple St. building but that there wasn't enough information to proceed.

Superintendent's Report: Superintendent Lillie stated that the Department of Public Works have sanded, have been sweeping streets and have done their first black fly treatment. He stated that they had started the single stream recycling trial and that it went really well. Trustee Lake asked if there has been any progress with finding another water source. Superintendent Lillie stated that he has spoken with Pearson and Timmerman and the Village is on their list.

Clerk's Report: Deputy Clerk Treasurer Burroughs stated that Clerk Wonderly has done her first set of Planning Board Minutes and has been entering water bill payments. Deputy Clerk Treasurer Burroughs stated that the tax cap and constitutional tax limit have been filed.

Police Department Report: Police Chief Wood stated that he and Officer Dennis O'Brien had attended 24 hours of required training. He stated that Felts Mills has requested assistance for 10:00 a.m. for their Memorial Day parade which precedes the parade in Black River. Police Chief Wood also stated that there were fingerprints collected and a suspect in mind for the recent break ins in the Village.

New Business: A motion was made by Trustee Dishaw, seconded by Trustee McCullough to adopt the following resolution:

Resolved, that the 2016-2017 Village of Black River budget be adopted. The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee Dishaw	Yes
Trustee Lake	Yes
Trustee McCullough	Yes
Trustee Decillis	No

The motion was carried and the resolution duly adopted.

There was discussion of increasing the fees for reconnecting water service after disconnection for non-payment. Superintendent Lillie stated that the current charge is \$25 and that sometimes a shutoff may need to be dug up or replaced. Deputy Clerk Treasurer Burroughs stated that she would email the members of the local clerk's association to see what other municipalities charge.

The Board discussed holding an end of the fiscal year meeting to pay bills and to review the updates that are being proposed to the personnel policy on Monday May 23, 2016 at 6:00 p.m.

A motion was made by Trustee Decillis, seconded by Trustee McCullough to approve facilities use requests for:

- American Legion for use of the lot downtown on May 14, 2016 from 9 a.m. – 2 p.m.
- Cody Chirico Softball tournament at the Maple St. Park on May 14, 2016 from 8:30 a.m. – 6:00 p.m.
- Lorie Ames first grade class from Black River Elementary to use the Maple St. Park on June 13, 2016 for 9 a.m. – 3:00 p.m.

The motion was carried.

Mayor Carpenter stated there have been several residents who have not been cleaning up after their pets and that he would like a reminder that there is a dog waste law posted on the website and on the village sign.

Mayor Carpenter stated that he has been trying to obtain funding for a new police vehicle. He stated that he spoke with a representative from (USDA) United States Department of Agriculture who stated that they could offer the Village a \$3,000 grant/loan. He stated that the sale of the Ford 550 in the amount of \$16,000 could go toward the purchase of the police vehicle.

A motion was made by Trustee McCullough, seconded by Trustee Decillis to adopt the following resolution:

Resolved, that the following abstracts of audited vouchers be approved: interim abstract dated 4/14/16 in the amount of \$13,676.05 (General Fund: \$9,133.02 Water Fund: \$1,257.17

Village Board
May 2, 2016
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Sewer Fund: \$3,137.85 Trust & Agency Fund: \$148.01); interim abstract dated 4/27/16 in the amount of \$2,025.29 (General Fund: \$1,826.89 Water Fund: \$68.99 Trust & Agency Fund: \$129.41); and regular monthly abstract dated 5/2/16 in the amount of \$5,664.72 (General Fund: \$4,331.93 Water Fund: \$1,332.79). The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee McCullough	Yes
Trustee Decillis	Yes
Trustee Dishaw	Yes
Trustee Lake	Yes

The motion was carried and the resolution duly adopted.

A motion was made by Trustee Dishaw, seconded by Trustee Lake to adjourn the meeting at 7:22 p.m. The motion was carried.

Respectfully submitted,

Kristin Burroughs
Deputy Clerk Treasurer

Village of Black River
Board of Trustees
Special Meeting
May 23, 2016

A special meeting of the Village of Black River Board of Trustees was called to order at 6:00 p.m. by Mayor Leland Carpenter.

Present:

Mayor Leland Carpenter
Trustee Corey Decillis
Trustee Francis Dishaw
Trustee Randolph Lake
Trustee Gary McCullough
Superintendent of Public Works Steven Lillie
Clerk-Treasurer Kathie Montigelli
Deputy Clerk-Treasurer Kristin Burroughs

A motion was made by Trustee Decillis, seconded by Trustee McCullough to approve the following facilities use requests:

- Black River Elementary School class picnics on June 1st & 20th;
- Black River Cooperative Pre-School on June 11th; and
- the annual Michael J. Cerroni Foundation, Inc. Run on June 26th.

The motion was carried.

Mayor Carpenter said that Trustee Dishaw has submitted an application for an area variance that would allow placement of a fence in the Village's right-of-way. Trustee Dishaw, who had stepped away from the Board table, said he is requesting this variance because he feels the front setback requirements for fences are unreasonable. Following discussion, it was the consensus of the Board that allowing a structure in the Village's right-of-way would not be appropriate, noting Trustee Dishaw has the right to continue the application process with the Zoning Board of Appeals. Trustee Dishaw said it is his intention to withdraw his application for a variance. Trustee Lake suggested asking the Planning Board to review the setback requirements with regard to fence setbacks.

The Board reviewed the updated draft personnel policy. The following items were discussed:

- Trustee Lake said he would to see language included requiring Department of Public Works employees holding a Commercial Driver's License (CDL) have NYS Department of Transportation physicals;
- Trustee McCullough explained the changes that had been made relating to the manner in which overtime is calculated for Department of Public Works employees;
- including language addressing mandatory screening for drug and alcohol use by Department of Public Works employees;
- adding "tools and equipment" to the section dealing with use of Village-owned vehicles;
- changing the section dealing with use of vacation time allow use in one half hour increments; and
- making two minor language changes in the health insurance section.

It was the consensus of the Board that the policy with the above changes be adopted at the May 31st special Board meeting.

Deputy Clerk-Treasurer Burroughs said she feels the Village of Evans Mills should make some contribution toward the purchase of a new police vehicle. She said Jon Furguson of Furguson & Co., CPA, suggested charging Evans Mills the standard IRS reimbursement rate instead of billing for the cost of fuel. It was agreed this would be a good method.

Mayor Carpenter said Superintendent Lillie and Police Chief Wood have been researching new police vehicle options. In answer to a questions from Mayor

Carpenter, Clerk-Treasurer Montigelli and Deputy Clerk-Treasurer Burroughs concurred that the \$16,000 received from the sale of the 2005 F550 would be put toward the purchase of the police vehicle with the balance coming from the General Fund Equipment Reserve. Mayor Carpenter reminded the Board that the expenditure from the reserve fund is subject to permissive referendum.

Deputy Clerk-Treasurer Burroughs said the Village's current vision care plan has been changed to the point that it is no longer practical to use by the employees. She said Tom Augustini, the Village's health insurance broker, suggested a new plan offered by VSP. She said the new plan premium will be approximately \$20 more per month, but will offer substantially improved coverage for employees. Following discussion, a motion was made by Trustee Dishaw, seconded by Trustee Decillis to adopt the following resolution:

Resolved, that effective June 1, 2016, a new vision care plan offered by VSP be approved to replace the current plan from Shelter Point at a cost of \$109.88 per month. The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee Decillis	Yes
Trustee Dishaw	Yes
Trustee Lake	Yes
Trustee McCullouch	Yes

The motion was carried and the resolution duly adopted.

A motion was made by Trustee Dishaw, seconded by Trustee Decillis to adjourn the meeting at 7:45 p.m. The motion was carried.

Respectfully submitted,

Kathie B. Montigelli, CMC, CMFO
Village Clerk-Treasurer

Village of Black River
Board of Trustees
Special Meeting
May 31, 2016

Mayor Carpenter called the special meeting to order at 6:00 p.m.

Present:

Mayor Leland Carpenter
Trustee Randolph Lake
Trustee Gary McCullough
Trustee Francis Dishaw
Clerk-Treasurer Kathie Montigelli
Deputy Clerk-Treasurer Kristin Burroughs
Clerk Part-Time Connie Wonderly

Excused:

Trustee Corey Decillis

Clerk-Treasurer Montigelli discussed the proposed budget amendments.

A motion was made by Trustee McCullough, seconded by Trustee Dishaw to adopt the following resolution:

Resolved, the May 31, 2016 budget amendments be approved and the transfers be authorized (see attached). The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee McCullough	Yes
Trustee Dishaw	Yes
Trustee Lake	Yes
Trustee Decillis	Excused

The motion was carried and the resolution duly adopted.

A motion was made by Trustee Lake, seconded by Trustee McCullough to adopt the following resolution:

Resolved, that the following abstracts of audited vouchers be approved: interim abstract dated 5/31/16 in the amount of \$5,722.75 (General Fund: \$3,647.76 Water Fund: \$1,388.50 Sewer Fund: \$686.49). The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee McCullough	Yes
Trustee Lake	Yes
Trustee Dishaw	Yes
Trustee Decillis	Excused

The motion was carried and the resolution duly adopted.

A motion was made by Trustee Lake, seconded by Trustee McCullough to adopt the following resolution:

Resolved, that the signatories on the Village account at Community Bank NA be changed to reflect Kristin Burroughs as Clerk- Treasurer and Connie Wonderly as Deputy Clerk Treasurer. The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee McCullough	Yes
Trustee Dishaw	Yes
Trustee Lake	Yes
Trustee Decillis	Excused

The motion was carried and the resolution duly adopted.

A motion was made by Trustee McCullough, seconded by Trustee Dishaw to adopt the following resolution:

Resolved, that Kristin Burroughs be appointed Registrar of Vital Statistics, Connie Wonderly as Deputy Registrar of Vital Statistics and Kathie B. Montigelli as Sub-Registrar of Vital Statistics. The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee McCullough	Yes
Trustee Dishaw	Yes
Trustee Lake	Yes
Trustee Decillis	Excused

The motion was carried and the resolution duly adopted.

The Board reviewed the personnel policy changes that were made by the committee. It was decided at a later date to discuss adding job descriptions to the policy.

A motion was made by Trustee Dishaw, seconded by Mayor Carpenter to adopt the following resolution:

Resolved, that the updated personnel policy be approved. The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee McCullough	Yes
Trustee Dishaw	Yes
Trustee Lake	Yes
Trustee Decillis	Excused

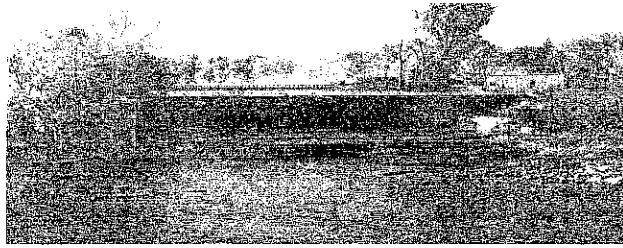
The motion was carried and the resolution duly adopted.

A motion was made by Trustee Dishaw, seconded by Trustee McCullough to adjourn the meeting at 6:48 p.m. The motion was carried.

Respectfully submitted,

Kristin Burroughs
Deputy Clerk-Treasurer

Board of Trustees
Village of Black River, New York



May 31, 2016

Mr. Frank Dishaw
102 Beaumont Ave.
Black River, New York 13612

RE: 102 Beaumont Ave, parcel number 75.56-2-38

Dear Mr. Dishaw:

This letter is in reference to the above referenced address and parcel number and your letter received on May 23, 2016 on your decision not to seek an area variance for your proposed fence.

By receipt letter, your permit dated May 12, 2016 is hereby reinstated for the fence that will meet the setback requirements of the Village of Black River Zoning Code.

If you should have any questions or concerns regarding this matter, please feel free to contact me at the Village Office.

Sincerely,

David M. Lachenauer
Code Enforcement Officer

CC: Mayor and Village Board of Trustees

107 Jefferson Place
Black River, NY 13612

www.blackriverny.org

(315) 773-5721 Phone
(315) 773-5726 fax

**Black River/Evans Mills Police Department
MONTHLY REPORT
MAY 2016**

The time spent has resulted in the following statistics.


	<u>TOTAL</u>	<u>B/R</u>	<u>E/M</u>
Arrests -	1	1	0
Complaints -	12	6	6
Vehicles Stops -	19	4	15
Tickets Issued -	2	0	2
Accident Reports -	0	0	0
Parking Violations -	1	0	1
Motorists Assists -	0	0	0
Assists Other Agency -	2	1	1
Escorts -	1	1	0
Vehicles Towed -	0	0	0
Property Checks -	24	11	13
Incident Reports -	5	4	1
Domestic Reports -	0	0	0
Offense Reports -	0	0	0
Follow up Reports -	4	4	0
Factory St Radar Cks -	2		2

Gas Used: 38.7 GALLONS

Hours Worked: 95 HOURS

Extra Details: DOMESTIC VIOLENCE REPORT TRAINING FOR WOOD AND O'BRIEN

Miles Driven: 513 MILES

Police Chief: Steven C Wood #2701 
Police Department
Village of Black River/Evans Mills N.Y.

UTT Report by Date

From 05/01/2016 to 05/31/2016

Date	Officer Name	Badge	Case Number	Section And Offense	Status	Location	Local Code
05/25/2016	WOOD S	01	C3215PBHWJ	1110A DISOBEYED TRAFFIC CONTROL DEVICE	7	S MAIN ST E.M	16BR00244
05/12/2016	WOOD S	01	C3215MZRTX	306B UNINSPECTED MOTOR VEHICLE	7	CEMETERY ST @ WILLOW ST	16BR00209

Summary

Query returned 2 records.



New York State Conference of Mayors and Municipal Officials

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.....
Executive Director
Peter A. Baynes

May 9, 2016

TO: Fiscal Officer
FROM: Deanna M. Walker, Director of Administration and Finance
RE: NYCOM Annual Membership Dues Invoice

Attached is your annual dues invoice for membership in the New York State Conference of Mayors and Municipal Officials. During these difficult fiscal times, benefiting from NYCOM is more important than ever. NYCOM membership entitles the officials in your municipality to receive a variety of valuable services that you cannot get elsewhere, or for which you would otherwise have to pay a premium.

NYCOM prides itself on the valuable services we offer to our members, but they are not without cost, and the majority of NYCOM's financial support comes from member dues. Our dues structure is based on population, with each village and city bearing a fair share. **For the sixth consecutive year, there will be no increase in the per capita formula for NYCOM dues in an effort to help you control expenses.**

We strongly believe that by taking advantage of all NYCOM has to offer, the benefits to your municipality easily outweigh the cost and you will be better positioned to deal with today's fiscal challenges. Please help us maintain a strong, unified association for cities and villages.

Enclosure