

Village of Webster
Village Board Meeting
May 28, 2015

Webster Community Meeting Hall
29 South Avenue
Webster, NY 14580

Present: Mayor Cahill, Trustee Balcaen, Trustee Ippolito Jr., Trustee Byerts, Trustee Lancy and Attorney Don White

Presentation; Lynn Barton, Village Historian, reviewed with the Board certain projects and special events which the Historic Preservation Commission and the Village Museum will hold during the coming year.

Public Comments

Eric Reynolds – 64 Kircher Park– Mr. Reynolds commented to the Board and said on Salori Court and Kircher Park the length of the grass in the pocket park is high and he would like the Village to look into this matter.

Mayor Cahill said to Richard Walter that he is waiting for more information related to the McCoy judgment regarding property maintenance. Mayor Cahill said he will relate the information to Mr. Walter when he receives it.

Village Board Business

Motion Trustee Lancy and Seconded by Trustee Byerts to approve the Village Board Meeting minutes of April 23, 2015, all were in favor and carried.

Motion Trustee Ippolito, Jr. and Seconded by Trustee Byerts to approve the Village Board Meeting minutes of May 5, 2015, Trustee Lancy – Abstain, all others were in favor and carried.

Motion Trustee Balcaen and Seconded by Trustee Ippolito, Jr. to accept claims totaling: General - \$55,985.17 and Trust & Agency - \$1,336.46, all were in favor and carried.

The following resolution was offered by Trustee Ippolito, Jr. and seconded by Trustee Byerts and moved for its adoption:

WHEREAS, the Village of Webster Board of Trustees, by resolution dated 12 February 2015, approved the project, made necessary appropriations, and expressed the Village's desire to advance a project for the North Ave. Connector P.I.N. 4755.94 (the Project"); and

WHEREAS, the Consultant Selection Committee, has met, reviewed Expressions of Interest from engineering firms on the local LDSA list, and has reviewed presentations made by four selected firms; and

WHEREAS, the Consultant Selection Committee, after careful consideration, has recommended that Lu Engineers be retained by the Village of Webster to provide services related to the North Avenue Connector Project.

NOW, THEREFORE, the Village of Webster Board of Trustees, duly convened does hereby

RESOLVE, that the Village of Webster Board of Trustees hereby approves the recommendation of the Consultant Selection Committee; and it is hereby further

RESOLVED, that the Village of Webster Board of Trustees hereby authorizes the Mayor or his designee, to enter into contract negotiations with Lu Engineers to secure the services of the firm to advance the project; at a cost not to exceed \$225,000.00 and it is hereby further

RESOLVED, that, upon both; the completion of negotiations, and the satisfaction of any Federal or State requirements, the Mayor of the Village of Webster be and is hereby authorized to execute all necessary Agreements or Contracts on behalf of the Village of Webster with Lu Engineers in connection with the advancement of the Project; and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further

RESOLVED, this Resolution shall take effect immediately

Motion by Trustee Lancy and Seconded by Trustee Balcaen to adopt Policy 9-7: Smoking/Tobacco Use Policy as amended effective May 28, 2015, all were in favor and carried

Attorney

No Report.

Office

Motion Trustee Lancy and Seconded by Trustee Byerts to approve the Tax Warrant for 2015/2016 totaling \$625,872.98, all were in favor and carried.

The Financial Statements for the month of April 2015 were reviewed.

Krystina Lizak, Treasurer, said the Village received a refund check in the amount of \$12, 461.60 from the NYS Insurance Fund for the workers compensation fund. This represents 22.5% of the premium which was paid for the policy year from July 1, 2013 through July 1, 2014. The dividend is evidence of the success of the NYS Insurance fund safety group program. The check represents 23% of what was paid by the Village for the policy that year which was \$55,384.00.

Josette Amalfi, Village Clerk, requested a temporary hire for the front office until the Clerk III position could be filled. The temp would assist customers at the counter, answer phones, and help with tax payments. The position would be approximately for a few weeks. Tax season will start soon, we are short staffed and another employee will be going on vacation.

Mayor Cahill asked for a cohesive plan of what the temp would be doing and who would train the person. Mayor Cahill said similar to seasonal employees for the DPW there should be a plan, special projects to be worked on, and a time frame to follow.

Trustee Byerts asked if the temp would be a similar approach as the last time we were looking for temporary office help. The ETS Staffing provide secretarial trained people and we would have them do specific job duties in the office.

Trustee Ippolito said if it is just for a few weeks the amount of training and time needed to invest in someone for a short period will take away from the office staff now who is saying they are short staffed. If we are talking about short staff and hiring someone why is someone else going on vacation? If this wasn't a planned vacation and just recently submitted we can deny that request for vacation because we are short staffed and that person could be asked to go on vacation at a later time. What is the plan? Someone comes in and someone now has to leave their job to train this person. What are they doing? Is it worth a few weeks to hire someone?

Motion for authorization to hire a temporary employee from ETS Staffing at a rate not to exceed \$15.00/ hour for the Clerk's office for the interim until the Office Clerk III position can be filled was not approved.

Code Enforcement

Will Barham, Code Enforcement Officer, reviewed with the Board and said the month of April 2015 has been busy with permits, complaints, violations, and legal notices.

Will Barham was able to respond to Eric Reynolds question regarding the length of grass on Kircher Park. He said the property is a development called Village Path and was recently purchased by Morgan Management and they did not realize the section of land between the two residential homes belonged to them. After a phone call to the maintenance company for Morgan Management they promised to mow that section of lawn from now on.

Will Barham informed the public a grass notice will be sent to homeowners if the grass grows higher than 8 to 10 inches. Ten inches is the State maximum for the NYS Property Maintenance Code. The letter will come with a request to mow the property within a certain timeframe. If the property is not maintained by the requested time then the Village will come and mow the property at a heavy cost. The high cost is to dissuade the homeowner from allowing the grass to grow that high and also so the Village Crew is not used as a maintenance company.

Will Barham mentioned that letters have been sent to pond owners of storm water maintenance ponds and according to Village Code this annual letter is sent out to ensure these ponds are inspected by licensed engineers. The Village receives the report and makes sure the ponds are functioning in a

manner in which they were installed originally. This also clears up any maintenance problems with mosquitoes. If the pond is not maintained then the Village has a maintenance agreement and can enter the property and perform the needed maintenance at a cost to the owner.

Will Barham also said he was interviewed by FEMA (Federal Emergency Management Agency) to make sure the Village is following procedures which give a rating for the Flood Insurance Program. He said the municipality is in compliance.

Department of Public Works

Jake Swingly, Superintendent of Public Works, reviewed with the Board and agreed with Will Barham, Code Enforcement officer, that the Village crew will mow lawns on unmaintained properties at a cost of \$300.00 dollars each time. Jake said the public should call the Village if they are a neighbor of an abandoned property with lawn maintenance issues. He said the Village crew would respond as soon as they could.

Jake Swingly thanked the Board for the Resolution for the North Avenue Connector Project. He said contract negotiations for the preliminary design will be with Lu Engineers.

Motion Trustee Balcaen and Seconded by Trustee Ippolito Jr., to hire Brandon Montgomery as a Seasonal Laborer no sooner than June 15, 2015 through September 11, 2015, at a rate not to exceed \$11.00/hr. and another Seasonal Laborer, yet to be named, from June 1 through September 11, 2015, at a rate not to exceed \$10.00/hr., all were in favor and carried.

Call In

No phone calls were received.

Executive Session

Motion Trustee Balcaen and Seconded by Trustee Ippolito, Jr., to enter into Executive Session at 8:35pm to discuss the a legal matter of former employee Kathy Fratta and to discuss the potential disciplinary action regarding a specific employee and also to discuss the unemployment hearing for former employee Leonard Lansdowne, all were in favor and carried.

Motion Trustee Ippolito, Jr. and Seconded by Trustee Balcaen to exit from Executive Session at 9:30 pm, all were in favor and carried.

Adjournment

Motion Trustee Ippolito and Seconded by Trustee Balcaen to adjourn the meeting at 9:31 pm, all were in favor and carried.

Josette Amalfi, Village Clerk

John J. Cahill, Mayor