



Village of Webster Regular Meeting
April 12, 2018 7:00PM
Community Meeting Hall, 29 South Avenue

Scheduled Agenda

PRESENTATION

2018-2019 Budget Presentation

PUBLIC HEARING

7:15 PM Public Hearing on Preliminary Budget

PUBLIC COMMENT

Comments and Questions to Village Board from the Audience

VILLAGE BOARD BUSINESS

1. Resolution: to Approve Minutes: Village Board Workshop – February 22, 2018
Village Board Meeting – March 20, 2018
Village Board Meeting – March 22, 2018
Village Board Workshop – April 3, 2018
2. Resolution: to Approve Claims and Warrants
3. Comp & Overtime Report: March 2018
4. Budget Modifications and Transfers
5. Resolution: to Authorize the Mayor to sign the Settlement Agreement and Release in the NYS Supreme Court action under Index No. 2016-7457 titled Michael Conn, Polly Conn, et. al. v Village of Webster.
6. Resolution: to Approve amount and form of letter of credit from ESL for Brittany Woods Townhomes development
7. Resolution: to Declare vehicles surplus, and to direct the Superintendent of Public Works to dispose of the same.
8. Resolution: to Authorize James Clancy to attend a Highway School

Attorney

Department of Public Works

Sewer Department

PUBLIC ANNOUNCEMENTS

Next Meetings:

Village Board Meeting – 4/26/2018

Subject To Change Without Notice

Agenda Item Detail

Meeting

April 12, 2018

Budget Presentation

Agenda Item Detail

Meeting

April 12, 2018

Public Hearing

Agenda Item Detail

Meeting
April 12, 2018

Public Forum

Agenda Item Detail

Meeting

April 12, 2018

Agenda Item 1

Resolution to Approve the Minutes:

Village Board Workshop: February 27, 2018

Village Board Workshop: March 20, 2018

Village Board Meeting: March 22, 2018

Village Board Workshop: April 3, 2018

Village of Webster
 Village Board Workshop
 February 27, 2018

Webster Community Meeting Hall
 29 South Avenue
 Webster, NY 14580

February 27, 2018 Workshop Meeting Minutes

Present: Mayor Byerts, Trustee Ippolito Jr., Trustee Laurer, Trustee Lancy Absent: Trustee Balcaen

Mayor Byerts welcomed everyone in attendance to the workshop

Village Board Business

Motion: The Motion was **Moved** by Trustee Laurer and **Seconded** by Trustee Lancy to Approve the Village Board Meeting Minutes of January 30, 2018. All were in favor and carried.

Motion: The Motion was **Moved** by Trustee Lancy and **Seconded** by Trustee Laurer to Accept the claims and warrants totaling: General – \$20,770.32 and Sewer – \$6,370.49. All were in favor and carried.

Motion: The Motion was **Moved** by Trustee Laurer and **Seconded** by Trustee Lancy to Approve the Appointment of Karen Sullivan to the Historic Preservation Commission to fill a vacancy for a term ending July 10, 2018. All were in favor and carried.

Mayor Byerts asked the Board if they had any questions on the Financial statements for January, there were none.

Motion: The Motion was **Moved** by Trustee Ippolito, Jr. and **Seconded** by Trustee Laurer to accept the Budget Modifications. All were in favor and carried.

GENERAL FUND BUDGET MODIFICATIONS

February 27, 2018

From:	01-09-9010-800	Retirement	(6,000.00)
To:	01-05-5182-402	Electrical Supplies	6,000.00
<i>Allow for purchase of additional corncob bulbs to replace remaining Village owned post top lights</i>			
From:	01-09-9010-800	Retirement	(1,500.00)
To:	01-05-5182-403	Electrical Contractor	1,500.00
<i>Allow for purchase of additional corncob bulbs to replace remaining Village owned post top lights</i>			
From:	01-09-9010-800	Retirement	(1,200.00)
To:	01-07-7989-402	Meeting Broadcast	1,200.00
<i>Allow for purchase of equipment and cost relative to live streaming Village Board Meetings</i>			
From:	01-07-7989-401	Cable 12	(1,345.00)
To:	01-01-1325-403	Office Supplies	1,345.00
<i>Allow for purchase of 5 Ipads for Board of Trustees</i>			

Discussion – Budget

A discussion regarding the preliminary Budget for the 2019 fiscal year took place between the trustees and Treasurer, Krystina Lizak.

Deputy Clerk Jo O'Neill gave a brief overview of a project she and Krystina would like to investigate involving replacing the current cash receipts program. They are currently researching a company, Williamson Law. They will keep the Board up to date.

Mayor Byerts expressed his interest in replacing Harris, the current program in use.

The Board discussed ways to minimize the deficit, some adjustments were made and over the next several weeks the Board will discuss with the Treasurer and Clerk. It will be presented to the Board of Trustees on the 8th of March.

The Clerk announced that there will be a presentation at the next meeting by someone from the County Energy Consortium in hopes to save some money on energy bills.

Discussion – Digitizing Office Documents

The office is currently in the process of receiving quotes to begin the process of digitizing office documents and make them searchable for staff and the public.

Currently two companies are working on quotes. Both companies are part of NYSID which is a group that employs individuals with special needs. NYSID does thorough investigations into quotes provided and therefore if a company sponsored by NYSID is chosen, only one quote is needed.

Discussion – Jake Swingly Travel

March 6th and 7th Jake will be traveling to Albany for a training.

Motion: The Motion was **Moved** by Trustee Lancy and **Seconded** by Trustee Laurer to Enter into Executive Session to discuss the promotion or demotion of two individuals. All were in favor and carried.

Motion: The Motion was **Moved** by Trustee Ippolito, Jr. and **Seconded** by Trustee Lancy to Exit Executive Session. All were in favor and carried.

Public Announcements

Mayor Byerts announced that the Board of Trustees will be recognizing Deputy Attorney David Mayer for his service to the Village of Webster at the next meeting March 8, 2018 at 7:00 PM.

Next Meetings:

Village Board Meeting – 3/8/2018

Village Board Meeting – 3/22/2018

Adjournment

Motion: The Motion was **Moved** by Trustee Ippolito, Jr. and **Seconded** by Trustee Laurer to adjourn the meeting. All were in favor and carried.

Heather Halstead, Village Clerk

Darrell Byerts, Mayor

Village of Webster
Village Board Workshop
March 20, 2018

Webster Community Meeting Hall
29 South Avenue
Webster, NY 14580

March 20, 2018 Workshop Meeting Minutes

Present: Mayor Byerts, Trustee Balcaen, Trustee Ippolito Jr., Trustee Laurer, Donald White, Trustee Lancy

Mayor Byerts welcomed everyone in attendance to the workshop and explained that the purpose of the meeting was to go over the preliminary budget

Village Board Business

Discussion – Budget

A discussion regarding the preliminary Budget for the 2019 fiscal year took place between the trustees and Treasurer, Krystina Lizak.

- Each Trustee had an opportunity to go over any questions they may have.
- Krystina Lizak informed the board that the office wishes to postpone switching from the current cash receipts program to Williamson Law due to some negative feedback received. It will be pushed off until next year.
- As discussed at a previous meeting the office wishes to purchase new equipment to assist the office in digitizing office documents including but not limited to: Minutes, maps, building permits, payroll documents – the money that would have been spent on the new cash receipts program will now go toward this machine.
- Additionally, approximately \$3,000 will be spent on digitizing and indexing minutes books that were previously scanned. The same NYSID sponsored company, Image Integrator who performed tasks for the office in the past will also provide a quote.

All changes discussed will be made and put into the spreadsheet

Public Announcements

Next Meetings:

Village Board Meeting – 3/22/2018
Village Board Workshop – 4/3/2018
Public Hearing – 4/12/2018
Village Board Meeting – 4/12/2018
Village Board Meeting – 4/26/2018

Adjournment

Motion: The Motion was **Moved** by Trustee Laurer and **Seconded** by Trustee Ippolito, Jr. to adjourn the meeting at 7:11PM. All were in favor and carried.

Heather Halstead, Village Clerk

Darrell Byerts, Mayor

Draft

Village of Webster
Village Board Meeting
March 22, 2018

Webster Community Meeting Hall
29 South Avenue
Webster, NY 14580

March 22, 2018 Meeting Minutes

Present: Mayor Byerts, Trustee Ippolito Jr., Trustee Laurer, Trustee Lancy, Trustee Balcaen

The meeting formally opened at 7:01 PM.

Mayor Byerts asked Trustee Balcaen to lead the Pledge of Allegiance to the Flag.

Presentation

A representative from Fluent Energy presented to the Board to answer questions they may have regarding switching to the Monroe County Consortium for the Village's energy bills.

Public Comment

A public forum was conducted to allow speakers to address the board. One speaker addressed the board.

Peter Elder: 59 Dunning Avenue, Webster, NY 14580

Village Board Business

Motion: The Motion was **Moved** by Trustee Lancy and **Seconded** by Trustee Laurer to Approve the Village Board Meeting Minutes of March 8, 2018. Motion passed. *Note: Mayor Byerts Abstained.*

Motion: The Motion was **Moved** by Trustee Balcaen and **Seconded** by Trustee Ippolito Jr. to Accept the claims and warrants totaling: General – \$14,253.82, Trust & Agency – \$4,849.98 and Sewer – \$10,598.44. All were in favor and carried.

There were no questions or concerns with the financial Statements of February 2018

Motion: The Motion was **Moved** by Trustee Laurer and **Seconded** by Trustee Lancy, to Approve the Budget Modifications and Transfers. All were in favor and carried.

Motion: The Motion was **Moved** by Trustee Balcaen and **Seconded** by Trustee Lancy to Authorize the Mayor to Execute a Contract with the County of Monroe for the implementation of the Community Development Block Grant Project for the Park Avenue (North) and Lapham Park (West) sidewalk replacement All were in favor and carried.

A meeting of the Board of Trustees of the Village of Webster, Monroe County, New York, held in the Village Community Meeting Hall, 28 West Main Street, Webster, New York 14580 on March 22, 2018 at _7_o'clock p.m., prevailing time.

The meeting was called to order by Mayor Byerts, and upon roll being called, the following were:

PRESENT: Trustee Balcaen

Trustee Ippolito, Jr.

Trustee Laurer

ABSENT: *None* Trustee Lancy

Mayor Byerts

The following resolution was offered by Trustee Ippolito, Jr, who moved its adoption,
seconded by Trustee Balcaen, to wit:

RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF WEBSTER, MONROE COUNTY, NEW YORK (THE “VILLAGE”) AUTHORIZING AND ADOPTING POST ISSUANCE COMPLIANCE POLICIES AND PROCEDURES RELATED TO THE VILLAGE’S TAX-EXEMPT OBLIGATIONS, SUCH POLICIES AND PROCEDURES INTENDED TO ENSURE THAT THE REQUIREMENTS IMPOSED UPON THE VILLAGE PURSUANT TO THE INTERNAL REVENUE CODE OF 1986, AS AMENDED, WILL BE SATISFIED

WHEREAS, the Village of Webster, Monroe County, New York (the “Village”) previously has issued bond and notes (the “Tax-Exempt Obligations”), the interest on which is excluded from gross income of the owners thereof pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the “Code”); and

WHEREAS, the Village intends to issue additional series of Tax-Exempt Obligations in the future; and

WHEREAS, in order to ensure that the interest on the Village’s Tax-Exempt Obligations will continue to be excluded from gross income of the owners thereof for purposes of federal income taxation, and that the Village complies with its tax certifications relating to the Tax-Exempt Obligations, the Board of Trustees has determined, based on the advice of the Village’s Bond Counsel, to adopt certain written Post-Issuance Compliance Policies and Procedures in the form attached hereto as Exhibit A and made a part hereof (the “Post-Issuance Compliance Procedures”).

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Village of Webster, Monroe County, New York (the “Board”), as follows:

Section 1. The Board hereby approves and adopts the Post-Issuance Compliance Procedures.

Section 2. The Board hereby appoints the Village Treasurer of the Village to serve as the “Designated Tax Compliance Official” under the Post-Issuance Compliance Procedures and hereby authorizes and directs the Village Treasurer, acting in such capacity, to take such actions, after appropriate consultation with Bond Counsel to the Village, as the Village Treasurer deems necessary, appropriate or desirable to effect the implementation of the Post Issuance Compliance Procedures, and hereby further authorizes the Village Treasurer, as such Designated Tax Compliance Official, to delegate to such other Village officials or employees as the Village Treasurer shall determine is necessary or appropriate, the responsibility to take certain specific actions called for by the Post-Issuance Compliance Procedures.

Section 3. This Resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to vote on a roll call, which resulted as follows.

<u>Trustee Balcaen</u>	VOTING	<u>Aye</u>
<u>Trustee Ippolito, Jr.</u>	VOTING	<u>Aye</u>
<u>Trustee Laurer</u>	VOTING	<u>Aye</u>
<u>Trustee Lancy</u>	VOTING	<u>Aye</u>
<u>Mayor Byerts</u>	VOTING	<u>Aye</u>

The foregoing resolution was thereupon declared duly adopted.

STATE OF NEW YORK)
COUNTY OF MONROE) SS.:

I, the undersigned Village Clerk of the Village of Webster, Monroe County, New York (the “Village”), DO HEREBY CERTIFY as follows:

1. I am the duly qualified and acting Village Clerk of the Village and the custodian of the records of the Village, including the minutes of the proceedings of the Board of Trustees, and am duly authorized to execute this certificate.

2. A regular meeting of the Board of Trustees of the Village was held on March 22, 2018 and attached hereto is a true and correct copy of a resolution duly adopted at such meeting and entitled:

RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF WEBSTER, MONROE COUNTY, NEW YORK (THE “VILLAGE”) AUTHORIZING AND ADOPTING POST ISSUANCE COMPLIANCE POLICIES AND PROCEDURES RELATED TO THE VILLAGE’S TAX-EXEMPT OBLIGATIONS, SUCH POLICIES AND PROCEDURES INTENDED TO ENSURE THAT THE REQUIREMENTS IMPOSED UPON THE VILLAGE PURSUANT TO THE INTERNAL REVENUE CODE OF 1986, AS AMENDED, WILL BE SATISFIED

3. That said meeting was duly convened and held and that said resolution was duly adopted in all respects in accordance with the law and regulations of the Village. To the extent required by law or said regulations, due and proper notice of said meeting was given. A legal quorum of members of the Board of Trustees was present throughout said meeting, and a legally sufficient number of members voted in the proper manner for the adoption of the resolution. All other requirements and proceedings under the law, said regulations, or otherwise, incident to said meeting and the adoption of the resolution, including the publication, if required by law, have been duly fulfilled, carried out and otherwise observed.

4. The seal appearing below constitutes the official seal of the Village and was duly affixed by the undersigned at the time this certificate was signed.

IN WITNESS WHEREOF, I have hereunto set my hand and have hereunto affixed the corporate seal of the Village this 22nd day of March, 2018.

VILLAGE OF WEBSTER

By: Heather Halstead, Village Clerk

[SEAL]

EXHIBIT A

VILLAGE OF WEBSTER

POST-ISSUANCE COMPLIANCE POLICIES AND PROCEDURES Related to Tax-Exempt Obligations

Adopted: March 22, 2018

These Post-Issuance Compliance Policies and Procedures (the “Procedures”) are adopted by **VILLAGE OF WEBSTER**, Monroe County (the “Village”) to ensure that interest on tax-exempt obligations of the Village (the “Bonds”) remains excludable from gross income under Section 103 of the Internal Revenue Code of 1986 (the “Code”).

In order to ensure continued compliance with requirements of the Code and the applicable regulations (the “Applicable Federal Tax Law”) associated with the issuance of Bonds, the Village will consult with the Village’s bond counsel, in advance, regarding deviations from the facts and expectations set forth in the closing certifications relating to any issue of Bonds.

If as a result of changes to the Applicable Federal Tax Law or the New York State Local Finance Law these Procedures are in conflict with such laws, the Village will consult with Bond Counsel regarding the proper course of action, including amending these Guidelines.

I. Procedures

The Village Treasurer of the Village (the “Designated Tax Compliance Official”) is the primary person to consult with the Village’s bond counsel (“Bond Counsel”), financial advisor and other advisors on a continual basis for the entire term of the Bonds. The Designated Tax Compliance Official may delegate to his or her staff or other District personnel or contract with independent contractors (such as an arbitrage/rebate consultant) responsibility for different aspects of post-issuance tax compliance. However, the Designated Tax Compliance Official will be ultimately responsible for implementing the procedures described herein.

II. Securing Closing Documents

Following each issuance of Bonds, the Designated Tax Compliance Official or his or her designee will:

- a. Confirm the filing of the Form 8038 or Form 8038-G (or applicable successor form) with Internal Revenue Service (“IRS”). Filing of the applicable Form 8038 is usually undertaken or overseen by Bond Counsel at or soon after the closing of a bond issue.
- b. Obtain and store the Transcript of Proceedings prepared by Bond Counsel (which typically includes the applicable Form 8038 and the Arbitrage and Tax Certificate containing the Village’s expectations as of the date of issuance of the bond issue).

III. Recordkeeping

The Designated Tax Compliance Official or his or her designee will:

- a. Establish a plan for keeping relevant books and records as to the investment and the expenditure of bond proceeds.
- b. Keep accurate records including:
 - (i) Basic records relating to the bond transactions (including the bond resolutions, closing documents, and the Bond Counsel Opinion (see Securing Closing Documents, above);
 - (ii) Documentation evidencing the expenditure of bond proceeds;
 - (iii) Documentation evidencing use of bond-financed property by public and private sources (*i.e.*, copies of leases, management contracts);
 - (iv) Documentation evidencing all sources of payment or security for the bonds; and
 - (v) Documentation pertaining to any investment of bond proceeds (including the purchase and sale of securities, subscriptions for United States Treasury Securities-State and Local Government Series (“SLGs”), yield calculations for each class of investments, actual investment income received from the investment of proceeds, guaranteed investment contracts and rebate calculations).
- c. Keep all records in a manner that ensures their complete access to the IRS so long as they are material.
- d. Keep the relevant records for each issue of bonds for as long as such issue of bonds is outstanding (including any bonds issued to refund such issue of bonds) plus three years after the final redemption date of the bonds.

IV. Arbitrage Rebate and Arbitrage Yield Restriction

The Designated Tax Compliance Official or his or her designee will:

- a. Engage the services of the Village’s financial advisor or an arbitrage/rebate consultant for assistance in compliance with arbitrage related issues.
- b. Consult with the Village’s bond counsel, and/or financial advisor to determine if an issue of Bonds is exempt from the rebate requirement under the exception for “small issuers” (Section 147(f)(4)(D) of the Code).
- c. Work with the Village’s bond counsel, financial advisor and/or arbitrage/rebate consultant to monitor compliance with “temporary period exceptions” for expenditure of bond proceeds, typically three years for new money bonds and provide for yield restriction of investments or “yield reduction payments” if exceptions are not satisfied.
- d. Work with the Village’s bond counsel and financial advisor to ensure investments acquired with bond proceeds are purchased at fair market value. This may include use of bidding procedures under the regulatory safe harbor (Section 1.148-5(d) of the Regulations).

- e. Consult with the Village's bond counsel or arbitrage rebate consultant prior to the creation of funds which would reasonably be expected to be used to pay debt service on tax-exempt bonds to determine in advance whether such funds must be invested at a restricted yield (i.e., yield restricted).
- f. Consult with the Village's bond counsel and financial advisor before engaging in post issuance credit enhancement transactions (e.g., bond insurance, letter of credit) or hedging transactions (e.g., interest rate swap, cap).
- g. Consult with the Village's bond counsel, financial advisor, and/or arbitrage rebate consultant to identify situations in which compliance with applicable yield restrictions depends upon subsequent investments (e.g., purchase of 0% SLGS from the U.S. Treasury) and monitor implementation.
- h. Work with an arbitrage rebate consultant to arrange for timely computation of any rebate/yield reduction payment liability and, if an amount is payable, for the timely filing of Form 8038-T, Arbitrage Rebate, Yield Reduction and Penalty in Lieu of Arbitrage Rebate (or applicable successor form), and payment of such liability. Rebate/Yield Reduction payments are ordinarily due at 5-year intervals.

V. Private Use of Bond-Financed Facilities

The Designated Tax Compliance Official or his or her designee will:

- a. Create and maintain records regarding which bond or note issues were used to finance which facilities. These records shall incorporate the refunding or partial refunding of any bond issues.
- b. Record the allocation of bond proceeds to expenditures, including reimbursements. These records will be consistent with the expenditures used for arbitrage purposes.
- c. Record the allocation of bond proceeds and funds from other sources in connection with any bond funded project. Review expenditure of bond proceeds with bond counsel to ensure bond proceeds are used for qualifying costs.
- d. Review with bond counsel prior to the sale or lease of a bond-financed facility, or the granting of a license or management contract, or any other arrangement allowing private use of a bond financed facility, the terms of such arrangement.
- e. Keep records of private use, if any, of bond financed facilities to monitor the amount of private use of bond financed facilities. Private use of bond-financed facilities shall be reviewed no less frequently than once a year (in connection with the preparation of the annual financial statements). If a change in private use occurs, bond counsel will be consulted to determine if remedial action is necessary.

Motion: The Motion was **Moved** by Trustee Laurer and **Seconded** by Trustee Lancy, Don White has assumed the responsibilities of the Deputy Attorney as of January 1, 2018 at a rate of \$3,927.40 annually. The Village will reimburse Kelly White Donofrio quarterly. He will be retroactively paid for January and February in the next billing cycle. All were in favor and carried.

Discussion

The Clerk would like to transition the office from using Meetings Online to E-Code, a more user-friendly website. The site is searchable and very useful.

The office will post in the Webster Herald regarding the change.

To make things easier to search the Clerk also made a recommendation to the Board regarding numbering the resolutions.

Attorney – No Report at this time.

Code Enforcement – January, February

1.) Permits: January

<u>Location</u>	<u>Type</u>
10 Southwick Dr.	Generator
67 Sherwood Ave.	Generator
139 Curtice Pk.	Addition

2.) Complaints/ Violations:

Michelle & Robert Anderson, owner: 39 Elm St. two televisions left at curb longer than 7 days.
Action Taken: Letter sent.

William A. Koopman, owner: 47 West Main St. Tenant complained about noisy neighbors living above him, especially children.
Action Taken: Spoke to tenant and explained that during the hours of 8:00 Am to 9:00 PM the noise level was acceptable according to code. I also told him to speak to his landlord regarding lease restrictions.

3.) Legal:

4.) Unregistered Vehicles:

Carolyn A Ross, owner: 15 Meadow Dr.
Action Taken: Letter sent

Jack E Huggins, owner: 38 Clover Dr.
Action Taken: Letter sent.

Stephen T Farnof, owner: 112 London Rd.
Action Taken: Letter sent.

Melissa J Sullivan, owner: 222 Champion Ave.
Action Taken: Letter sent.

Pro-Sight, LLC, owner: 194 East Main St. unregistered recreation vehicle parked outdoors longer than 6 months.
Action Taken: Letter sent.

5.) Misc.

Completed CDBG grant application (Thank you Jake!)
Completed annual Census Report
Working on annual Storm Water Management DEC report
Completed several plan reviews for various projects
Certificates of occupancy issued: 3
Certificates of compliance issued: 15

1.) Permits: February

<u>Location</u>	<u>Type</u>
131 West Main St.	Sign
9 South Ave.	Administrative Change of Use (Pizza Kitchen)
9 South Ave.	Sign
191 West Main St.	Re-roof

2.) Complaints/ Violations:

Sady (Tenant at Country Manor) 160 Country Manor Way. Complained that ceiling collapsed in bathroom.
Action Taken: Spoke to tenant. Maintenance was making the necessary repairs.

Maison Properties, owner: 103 Park Ave. Construction without a permit, starting too early.
Action Taken: Spoke to new owner. Work is cosmetic in nature.

Elaine M. Pilato Trust U/A, owner: 135 Pontiac St. Debris in front yard and garage, gutters falling off house.
Action Taken: Spoke to daughter who has POA.

3.) Legal:

112 Pontiac St., owner: Barbara J Sforza. Unregistered vehicle, second notice.
Action Taken: NOV sent.

4.) Unregistered Vehicles:

5.) Misc.

Working on Annual Monroe County Land Use Report
Working on annual Storm Water Management DEC report
Completed several plan reviews for various projects
Certificates of occupancy issued: 7
Certificates of compliance issued: 4

Respectively Submitted,
Willard H. Barham, Building Inspector

Department of Public Works –

Jake would like authorization for Jim Clancy to attend a training and for travel expenses to be covered for him.

Sewer –

The Department would like to post for seasonal help, one position for each department.

Motion: The Motion was **Moved** by Trustee Laurer and **Seconded** by Trustee Ippolito. Jr. to Approve two members of the Historic Preservation Commission to attend a conference. All were in favor and carried.

Executive Session

Motion: The Motion was **Moved** by Trustee Ippolito Jr. and **Seconded** by Trustee Balcaen, to Enter into Executive Session. All were in favor and carried.

The Trustees exited the Community Meeting Hall to enter into Executive Session.

Motion: The Motion was **Moved** by Trustee Balcaen and **Seconded** by Trustee Lancy, to Exit Executive Session. All were in favor and carried.

Public Announcements

Next Meetings:

Village Board Workshop – 4/3/2018

Village Board Meeting – 4/12/2018

Village Board Meeting – 4/26/2018

Adjournment

Motion: The Motion was **Moved** by Trustee Lancy, and **Seconded** by Trustee Ippolito Jr., to Adjourn the meeting. All were in favor and carried.

Heather Halstead, Village Clerk

Darrell Byerts, Mayor

Village of Webster
Village Board Meeting
April 3, 2018

Webster Community Meeting Hall
29 South Avenue
Webster, NY 14580

April 3, 2018 Workshop Meeting Minutes

Present: Trustee Ippolito Jr., Trustee Laurer, Trustee Lancy, Trustee Balcaen
Absent: Mayor Byerts

The meeting formally opened at 7:01 PM.

Deputy Mayor Ippolito Jr. asked Peter Elder to come up and present the results of the Parks and Recreation surveys to the audience and Board

- Surveys were overall positive in nature
- Mr. Elder would like to continue accepting surveys in the future
- He would like to include minutes on the Village's E-Code site

Village Board Business

Discussion – Review Process for office staff

Deputy Mayor Ippolito, Jr. introduced the first item on the agenda and explained the importance of staff receiving annual reviews.

The review document should include and be:

- Employee self-assessment
- Personal growth opportunities
- Objectives for the employee to work toward throughout the year
- Should be a working document that can be revised if changes are needed based on the employee individual needs
- Individualized catered to the employee's specific job duties and needs
- Include measurable goals
- Should be completed together with the supervisor
- Include team goals

The Clerk will submit a draft for the Board to review at the next Workshop Meeting.

Public Announcements

Next Meetings:

Village Board Meeting – 4/12/2018
Village Board Workshop – 4/26/2018

Adjournment

The meeting ended officially ended at 7:30 PM

Heather Halstead, Village Clerk

Jerry Ippolito, Jr., Deputy Mayor

Agenda Item Detail

Meeting

April 12, 2018

Agenda Item

Resolution to Approve claims and warrants:

General	\$ 51,864.56
Trust & Agency	\$ 1,150.75
Sewer	<u>\$ 26,736.12</u>
Total	\$ 79,751.43

Abstract of Vouchers for Approval

Village of Webster

FUND NO.	DESCRIPTION	INVOICE NO	VOUCHER #	DATE	PAY BY DATE	AMOUNT	EF1
CASH CODE	VENDOR #	VENDOR NAME / ADDRESS	INVOICE DESCRIPTION				
01	General						
07120	0000000114	PIEDMONT EQUIPMENT INC 695 ATLANTIC AVE. ROCHESTER, NY 14609	11395 diesel tank removal 831 Dewitt rd	00031455	04/03/2018	04/13/2018	2,800.00
07120	0000000142	ALLIANCE DOOR & HARDWARE, INC. 55 ALLIANCE DRIVE ROCHESTER, NY 14623	202919 overhead door repair	00031413	03/16/2018	04/15/2018	389.00
07120	0000000145	LMT COMPUTER SYSTEMS, INC. ATTN: ACCOUNTS RECEIVABLE 4 COMMERCIAL ST., SUITE 400 ROCHESTER, NY 14614	20028-CR engineering support credit	00031435	03/26/2018	03/26/2018	-144.00
07120	0000000234	EXCELLUS BLUECROSS BLUESHIELD-GROUP P.O. BOX 5266 BINGHAMTON, NY 13902-5266	17622101 retiree health insurance	00031443	04/05/2018	05/01/2018	7,678.39
07120	0000000234	EXCELLUS BLUECROSS BLUESHIELD-GROUP P.O. BOX 5266 BINGHAMTON, NY 13902-5266	dental insurance	00031444	04/05/2018	05/01/2018	1,657.08
07120	0000000234	EXCELLUS BLUECROSS BLUESHIELD-GROUP P.O. BOX 5266 BINGHAMTON, NY 13902-5266	17623624 health insurance	00031445	04/05/2018	05/01/2018	17,015.83
07120	0000000350	CROWN ELECTRIC SUPPLY INC. P.O. BOX 86 ROUTE 104 UNION HILL, NY 14563	153809 fuses	00031406	03/20/2018	04/19/2018	50.92
07120	0000000475	First Bankcard P.O. Box 2818 Omaha, NE 68103-2818	March purchases	00031391	03/28/2018	04/25/2018	3,421.04
07120	0000000510	EMPIRE STATE WEEKLIES INC. 46 NORTH AVE. WEBSTER, NY 14580	033018 budget public hearing, published preliminary budge	00031394	03/30/2018	04/29/2018	528.79
07120	0000000510	EMPIRE STATE WEEKLIES INC. 46 NORTH AVE. WEBSTER, NY 14580	032318 legal notice - PB public hearing	00031414	03/23/2018	04/22/2018	35.08
07120	0000000510	EMPIRE STATE WEEKLIES INC. 46 NORTH AVE. WEBSTER, NY 14580	040618 legal notice - ZBA public hearing	00031440	04/06/2018	05/06/2018	27.10
07120	0000000608	Constellation NewEnergy Inc. PO Box 4640 Carol Stream, IL 60197-4640	March service - street lights	00031452	04/03/2018	04/24/2018	876.77

Abstract of Vouchers for Approval

Village of Webster

FUND NO.	DESCRIPTION	INVOICE NO	VOUCHER #	DATE	PAY BY DATE	AMOUNT	EFT
CASH CODE	VENDOR #	VENDOR NAME / ADDRESS	INVOICE DESCRIPTION				
07120	0000000636	FINN'S GARAGE & SERVICE INC. 45 EAST MAIN STREET WEBSTER, NY 14580	120705 W13 NYSI	00031407	03/19/2018	04/13/2018	21.00
07120	0000000636	FINN'S GARAGE & SERVICE INC. 45 EAST MAIN STREET WEBSTER, NY 14580	120510 NYSI	00031408	02/22/2018	04/13/2018	21.00
07120	0000001103	KUNZER ELECTRIC INC. 1006 WILLITS ROAD ONTARIO, NY 14519	16490 Reynolds rd street light repair	00031429	03/20/2018	04/13/2018	469.00
07120	0000001211	Lancy, Ron 11972 Cottage Road Number 1 Wolcott, NY 14590	04012018-5 retiree health insurance	00031420	04/01/2018	04/13/2018	134.00
07120	0000001341	ODORITE OF ROCHESTER INC. 819 WESTWOOD TRAIL WEBSTER, NY 14580	27244 air fresheners (3)	00031436	04/03/2018	05/03/2018	24.00
07120	0000001509	KELLY WHITE DONOFRIO LLP 45 EAST AVENUE 3RD FLOOR ROCHESTER, NY 14604	1440 April - July legal services	00031437	04/04/2018	05/04/2018	4,119.53
07120	0000001509	KELLY WHITE DONOFRIO LLP 45 EAST AVENUE 3RD FLOOR ROCHESTER, NY 14604	1441 PB & ZBA attorney services 1/1 - 2/28	00031441	04/05/2018	05/05/2018	654.56
07120	0000001509	KELLY WHITE DONOFRIO LLP 45 EAST AVENUE 3RD FLOOR ROCHESTER, NY 14604	1442 PB & ZBA attorney services 3/1 - 5/31	00031442	04/05/2018	05/05/2018	981.85
07120	0000001601	Paychex of New York LLC Paychex LOC #7 Department 7101 Carol Stream, IL 60122-7101	500598 biweekly payroll processing	00031427	03/19/2018	03/29/2018	139.93
07120	0000001601	Paychex of New York LLC Paychex LOC #7 Department 7101 Carol Stream, IL 60122-7101	501001 biweekly payroll processing	00031433	04/03/2018	04/13/2018	139.93
07120	0000001630	Painting, Bruce 39 Olympic Drive Rochester, NY 14615	04012018-4 retiree health insurance	00031419	04/01/2018	04/13/2018	134.00
07120	0000001916	SHERWIN WILLIAMS INC. 191 WEST MAIN STREET WEBSTER, NY 14580	5565-6 paint supplies	00031458	03/13/2018	04/20/2018	23.42

Abstract of Vouchers for Approval

Village of Webster

FUND NO.	DESCRIPTION	INVOICE NO	VOUCHER #	DATE	PAY BY DATE	AMOUNT	EFT
CASH CODE	VENDOR #	VENDOR NAME / ADDRESS	INVOICE DESCRIPTION				
07120	0000002306	WASTE MANAGEMENT OF NEW YORK INC. PO BOX 13648 PHILADELPHIA, PA 19101-3648	9154506-2225-2 April dumpster service	00031392	03/26/2018	04/25/2018	291.26
07120	0000002307	WEBSTER PARTS PLUS 109 WEST MAIN STREET WEBSTER, NY 14580	510403 oil filter	00031446	04/03/2018	05/03/2018	12.12
07120	0000002307	WEBSTER PARTS PLUS 109 WEST MAIN STREET WEBSTER, NY 14580	510398 oil filter, gloves	00031447	04/03/2018	05/03/2018	16.22
07120	0000002714	CINTAS CORPORATION 333 West Main Street Rochester, NY 14608	9022431576 pants credit	00031357	02/06/2018	02/06/2018	-197.94
07120	0000002714	CINTAS CORPORATION 333 West Main Street Rochester, NY 14608	4004152253 weekly cleaning service	00031358	03/01/2018	03/31/2018	36.68
07120	0000002714	CINTAS CORPORATION 333 West Main Street Rochester, NY 14608	4004017616 weekly cleaning service	00031359	02/22/2018	03/24/2018	41.02
07120	0000002714	CINTAS CORPORATION 333 West Main Street Rochester, NY 14608	1900128700 Clancy gloves	00031363	02/27/2018	03/09/2018	19.99
07120	0000002714	CINTAS CORPORATION 333 West Main Street Rochester, NY 14608	4004322261 weekly cleaning service	00031364	03/08/2018	04/07/2018	36.68
07120	0000002714	CINTAS CORPORATION 333 West Main Street Rochester, NY 14608	4004465621 weekly cleaning service	00031383	03/15/2018	04/14/2018	36.68
07120	0000002714	CINTAS CORPORATION 333 West Main Street Rochester, NY 14608	4004630440 weekly cleaning service	00031415	03/22/2018	04/01/2018	41.02
07120	0000002937	ALTRA RENTAL & SUPPLY, INC. P.O. BOX 427 ONTARIO, NY 14519-0427	1800783 snow blower	00031399	03/02/2018	04/01/2018	1,399.95
07120	0000002937	ALTRA RENTAL & SUPPLY, INC. P.O. BOX 427 ONTARIO, NY 14519-0427	1800783 snow blower	00031400	03/02/2018	04/01/2018	45.00

Abstract of Vouchers for Approval

Village of Webster

FUND NO.	DESCRIPTION	INVOICE NO	VOUCHER #	DATE	PAY BY DATE	AMOUNT	EFT
CASH CODE	VENDOR #	VENDOR NAME / ADDRESS	INVOICE DESCRIPTION				
07120	0000002937	ALTRA RENTAL & SUPPLY, INC. P.O. BOX 427 ONTARIO, NY 14519-0427	1801190 scarifier for sidewalk trip hazards	00031403	03/01/2018	03/31/2018	185.00
07120	0000003319	NORTHERN SUPPLY INC. 2959 ASHMAN ROAD P.O. BOX 69 BLOOMFIELD, NY 14469	062049 wing blade	00031395	03/16/2018	04/15/2018	250.00
07120	0000003319	NORTHERN SUPPLY INC. 2959 ASHMAN ROAD P.O. BOX 69 BLOOMFIELD, NY 14469	61732 prodigy carbide blade	00031396	03/06/2018	04/05/2018	525.00
07120	0000003319	NORTHERN SUPPLY INC. 2959 ASHMAN ROAD P.O. BOX 69 BLOOMFIELD, NY 14469	62049CR credit	00031397	03/23/2018	03/23/2018	-250.00
07120	0000003319	NORTHERN SUPPLY INC. 2959 ASHMAN ROAD P.O. BOX 69 BLOOMFIELD, NY 14469	61732CR credit	00031398	03/23/2018	03/23/2018	-300.00
07120	0000003616	TIME WARNER CABLE P.O. BOX 70872 Charlotte, NC 28272-0872	860179602030118 tv service	00031334	03/01/2018	03/20/2018	0.57
07120	0000003938	DIG SAFELY NEW YORK INC 5063 BRITTONFIELD PARKWAY EAST SYRACUSE, NY 13057	18031012 Jan-Mar service calls	00031428	03/31/2018	04/30/2018	19.50
07120	0000003984	JOE JOHNSON EQUIPMENT LLC 62 LaGrange Avenue Rochester, NY 14613-1510	P25588 spring base for trackless sander	00031459	02/09/2018	03/11/2018	422.93
07120	0000004334	Commisso, Richard 1750 Fairport - Webster Rd Penfield, NY 14526	04012018-8 retiree health insurance	00031423	04/01/2018	04/13/2018	134.00
07120	0000004398	Klick, Gary 959 Garden Lane Webster, NY 14580	04012018-6 retiree health insurance	00031421	04/01/2018	04/13/2018	134.00
07120	0000004459	GAYLORD BROS., INC. P.O. Box 4901 Syracuse, NY 13221-4901	2530333 folders, newspaper boxes	00031393	03/23/2018	04/22/2018	186.77
07120	0000004461	Barton, Lynn 50 Elm Street Webster, NY 14580	Historian purchases	00031409	03/22/2018	04/13/2018	41.55

Abstract of Vouchers for Approval

Village of Webster

FUND NO.	DESCRIPTION	INVOICE NO	VOUCHER #	DATE	PAY BY DATE	AMOUNT	EFT
CASH CODE	VENDOR #	VENDOR NAME / ADDRESS	INVOICE DESCRIPTION				
07120	0000004480	Wilson, Florence 138 London Rd Webster, NY 14580	04012018-1 retiree health insurance	00031416	04/01/2018	04/13/2018	132.00
07120	0000004491	SOHO IMAGING INC. 911 Thaxted Circle Webster, NY 14580	040518-4 toner	00031425	04/05/2018	04/13/2018	121.44
07120	0000004525	BRAYER, THOMAS 722 CLEVINGER ROAD ONTARIO, NY 14519	04012018-9 retiree health insurance	00031424	04/01/2018	04/13/2018	134.00
07120	0000004527	ROLLOG, ROBERT 8 MOHAWK STREET WEBSTER, NY 14580	04012018-3 retiree health insurance	00031418	04/01/2018	04/13/2018	134.00
07120	0000004528	LOWE'S P.O. Box 530954 Atlanta, GA 30353-0954	March purchases	00031401	04/02/2018	05/02/2018	70.60
07120	0000004599	TRACTOR SUPPLY CREDIT PLAN Dept. 30 - 1202854970 PO BOX 78004 PHOENIX, AZ 85062-8004	fuel cap, key stock, oil, muriatic acid	00031451	04/01/2018	04/13/2018	18.46
07120	0000004701	Harris Beach PLLC 99 Garnsey Road Pittsford, NY 14534	bond anticipation notes, 2018A	00031439	04/03/2018	04/13/2018	1,900.00
07120	0000004762	Kinslow, Martin S. 3657 South Townline Road Lot 3 Palmyra, NY 14522-9781	04012018-7 retiree health insurance	00031422	04/01/2018	04/13/2018	134.00
07120	0000004866	McMahon LaRue Associates P.C. 822 Holt Rd. Webster, NY 14580	8783 survey & stakeout at Lapham/Park Ave	00031450	04/04/2018	05/04/2018	3,000.00
07120	0000004889	Southwell, William 47 Lincolnshire Road Webster, NY 14580	04012018-2 retiree health insurance	00031417	04/01/2018	04/13/2018	134.00
07120	0000004986	Webster Assoc. Senior Program Supporters, Inc. 1350 Chiyoda Drive Webster, NY 14580	WASP yearly expenses	00031402	04/09/2018	04/13/2018	1,500.00
07120	0000005168	Toshiba Financial Services P.O. Box 790448 St Louis, MO 63179-0448	354488405 April lease	00031426	04/02/2018	04/27/2018	218.14

Abstract of Vouchers for Approval

Village of Webster

FUND NO.	DESCRIPTION	INVOICE NO	VOUCHER #	DATE	PAY BY DATE	AMOUNT	EFT
CASH CODE	VENDOR #	VENDOR NAME / ADDRESS	INVOICE DESCRIPTION				
07120	0000005472	Papa Reggio's Engraving & Gifts 17 West Main Street Webster, NY 14580	02222017A engrave plates on mayor plaque	00031434	04/03/2018	04/13/2018	41.70
Total Fund:						51,864.56	
04	Sewer						
14621	0000000036	HAUN WELDING SUPPLY INC 5921 COURT STREET ROAD SYRACUSE, NY 13206	5515912 compressed gas	00031449	03/27/2018	04/26/2018	36.50
14621	0000000138	DYNAMARK ELECTRIC, Inc. 603 BROOKSTONE BEND WEBSTER, NY 14580	2965 pump house repairs	00031448	03/30/2018	04/29/2018	326.48
14621	0000000145	LMT COMPUTER SYSTEMS, INC. ATTN: ACCOUNTS RECEIVABLE 4 COMMERCIAL ST., SUITE 400 ROCHESTER, NY 14614	20028-CR engineering support credit	00031435	03/26/2018	03/26/2018	-16.00
14621	0000000234	EXCELLUS BLUECROSS BLUESHIELD-GROUP P.O. BOX 5266 BINGHAMTON, NY 13902-5266	17623624 health insurance	00031444	04/05/2018	05/01/2018	227.52
14621	0000000234	EXCELLUS BLUECROSS BLUESHIELD-GROUP P.O. BOX 5266 BINGHAMTON, NY 13902-5266	17623624 health insurance	00031445	04/05/2018	05/01/2018	3,504.84
14621	0000000475	First Bankcard P.O. Box 2818 Omaha, NE 68103-2818	March purchases	00031391	03/28/2018	04/25/2018	188.59
14621	0000000510	EMPIRE STATE WEEKLIES INC. 46 NORTH AVE. WEBSTER, NY 14580	033018 budget public hearing, published preliminary budge	00031394	03/30/2018	04/29/2018	58.75
14621	0000001355	MONROE COUNTY WATER AUTHORITY PO BOX 5158 BUFFALO, NY 14240-5158	fire service - 613 Webster rd	00031453	03/28/2018	04/23/2018	55.00
14621	0000001355	MONROE COUNTY WATER AUTHORITY PO BOX 5158 BUFFALO, NY 14240-5158	613 Webster rd	00031454	03/28/2018	04/18/2018	94.72
14621	0000001509	KELLY WHITE DONOFRIO LLP 45 EAST AVENUE 3RD FLOOR ROCHESTER, NY 14604	1440 April - July legal services	00031437	04/04/2018	05/04/2018	457.72

Abstract of Vouchers for Approval

Village of Webster

FUND NO.	DESCRIPTION	INVOICE NO	VOUCHER #	DATE	PAY BY DATE	AMOUNT	EFT
CASH CODE	VENDOR #	VENDOR NAME / ADDRESS	INVOICE DESCRIPTION				
14621	0000001509	KELLY WHITE DONOFRIO LLP 45 EAST AVENUE 3RD FLOOR ROCHESTER, NY 14604	1433 Conn vs VoW	00031438	04/04/2018	05/04/2018	14,608.62
14621	0000001601	Paychex of New York LLC Paychex LOC #7 Department 7101 Carol Stream, IL 60122-7101	500598 biweekly payroll processing	00031427	03/19/2018	03/29/2018	15.55
14621	0000001601	Paychex of New York LLC Paychex LOC #7 Department 7101 Carol Stream, IL 60122-7101	501001 biweekly payroll processing	00031433	04/03/2018	04/13/2018	15.55
14621	0000002306	WASTE MANAGEMENT OF NEW YORK INC. PO BOX 13648 PHILADELPHIA, PA 19101-3648	9151852-2225-3 April dumpster service	00031432	03/26/2018	04/25/2018	93.06
14621	0000003938	DIG SAFELY NEW YORK INC 5063 BRITTONFIELD PARKWAY EAST SYRACUSE, NY 13057	18031012 Jan-Mar service calls	00031428	03/31/2018	04/30/2018	19.50
14621	0000003951	SLACK CHEMICAL COMPANY INC 465 SOUTH CLINTON ST P.O. BOX 30 CARTHAGE, NY 13619-0030	360874 annual chlorine	00031410	03/13/2018	04/12/2018	548.90
14621	0000003951	SLACK CHEMICAL COMPANY INC 465 SOUTH CLINTON ST P.O. BOX 30 CARTHAGE, NY 13619-0030	360874 annual chlorine	00031411	03/13/2018	04/12/2018	1,600.00
14621	0000003951	SLACK CHEMICAL COMPANY INC 465 SOUTH CLINTON ST P.O. BOX 30 CARTHAGE, NY 13619-0030	155542 credit	00031412	03/13/2018	03/13/2018	-1,600.00
14621	0000004528	LOWE'S P.O. Box 530954 Atlanta, GA 30353-0954	March purchases	00031401	04/02/2018	05/02/2018	88.59
14621	0000004599	TRACTOR SUPPLY CREDIT PLAN Dept. 30 - 1202854970 PO BOX 78004 PHOENIX, AZ 85062-8004	fuel cap, key stock, oil, muriatic acid	00031451	04/01/2018	04/13/2018	9.99
14621	0000004781	KAMAN INDUSTRIAL 1000 UNIVERSITY AVE. Suite 800 ROCHESTER, NY 14607	CTR0031419 Woodstone - Level control upgrade	00031430	01/04/2018	02/03/2018	3,500.00
14621	0000004781	KAMAN INDUSTRIAL 1000 UNIVERSITY AVE. Suite 800 ROCHESTER, NY 14607	SRV0001827 Scenic Village pump station upgrades	00031431	01/26/2018	02/25/2018	1,602.00

Abstract of Vouchers for Approval

Village of Webster

FUND NO.	DESCRIPTION	INVOICE NO	VOUCHER #	DATE	PAY BY DATE	AMOUNT	EFT
CASH CODE	VENDOR #	VENDOR NAME / ADDRESS	INVOICE DESCRIPTION				
14621	0000004859	ALS Group USA Corp. PO Box 975444 Dallas, TX 75397-5444	58-419978-0 influent/effluent testing	00031404	03/23/2018	04/22/2018	319.00
14621	0000004859	ALS Group USA Corp. PO Box 975444 Dallas, TX 75397-5444	58-419506-0 influent/effluent testing	00031405	03/20/2018	04/19/2018	319.00
14621	0000004859	ALS Group USA Corp. PO Box 975444 Dallas, TX 75397-5444	58-421967-0 influent/effluent testing	00031456	04/09/2018	05/09/2018	319.00
14621	0000004859	ALS Group USA Corp. PO Box 975444 Dallas, TX 75397-5444	58-420949-0 influent/effluent testing	00031457	03/30/2018	04/29/2018	319.00
14621	0000005168	Toshiba Financial Services P.O. Box 790448 St Louis, MO 63179-0448	354488405 April lease	00031426	04/02/2018	04/27/2018	24.24
Total Fund:						26,736.12	
05	Trust & Agency						
10520	0000000234	EXCELLUS BLUECROSS BLUESHIELD-GROUP P.O. BOX 5266 BINGHAMTON, NY 13902-5266	17622101 retiree health insurance	00031443	04/05/2018	05/01/2018	903.34
10520	0000000234	EXCELLUS BLUECROSS BLUESHIELD-GROUP P.O. BOX 5266 BINGHAMTON, NY 13902-5266	dental insurance	00031444	04/05/2018	05/01/2018	247.41
Total Fund:						1,150.75	
Total:						79,751.43	

Agenda Item Detail

Meeting

April 12, 2018

Agenda Item: 3

Comp & Overtime Report: March 2018

VILLAGE OF WEBSTER
 COMPENSATED TIME OFF and
 OVERTIME REPORT for March 2018

Check Dates:

3/9/2018 - Pay Date

3/23/2018 - Pay Date

For Weeks of 02/17/2018 -3/30/2018

	Comp. Time Beginning Balance	Comp. Time Earned	Comp. Time Used	Comp. Time Ending Balance	Overtime	Call-In
Union:						
Bortle, Daniel	150.00	8.00	(8.00)	150.00	3.50	11.50
Bradshaw, Matthew	15.00	4.00		19.00		9.00
Bradshaw, Michael	29.00	8.00		37.00	2.00	14.00
Boutillier, Brandon	92.00	8.00		100.00	2.00	9.00
Clancy, James	196.00			196.00	10.50	5.50
Hamel, Frederick	21.50	8.00	(21.00)	8.50		1.50
Scott, James	48.50			48.50		13.50
Florack, Kevin	60.50	12.00	(5.50)	67.00		8.50
Regelsberger, Robert	46.00	8.00	(5.00)	49.00		1.00
Carnevale, John	-			-	6.00	
Subtotal	658.50	56.00	(39.50)	675.00	24.00	73.50
Non-Union:						
Barham, Willard		-	0.00			-
Lessing, Maegan		-	0.00			-
Subtotal	-	-	0.00	-	-	-
Total	658.50	56.00	(39.50)	675.00	24.00	73.50

Agenda Item Detail

Meeting

April 12, 2018

Agenda Item 4

Budget Transfers and Modifications

Agenda Item Detail

Meeting

April 12, 2018

Agenda Item 5

Resolution: to Authorize the Mayor to sign the Settlement Agreement and Release in the NYS Supreme Court action under Index No. 2016-7457 titled Michael Conn, Polly Conn, et. al. v Village of Webster.

Agenda Item Detail

Meeting

April 12, 2018

Agenda Item 6

Resolution: to Approve amount and form of letter of credit from ESL for Brittany Woods Townhomes development

Agenda Item Detail

Meeting

April 12, 2018

Agenda Item 7

Resolution: to Declare vehicles surplus, and to direct the Superintendent of Public Works to dispose of the same.

Surplus Item Declarations Needed April 12, 2018

VOW ID	YEAR	MAKE	MODEL	BODY TYPE	VIN OR SER NUMBER
W-9B	2003	CHEVY	S-10	PICKUP	1GCCS19X838201082
W-18A	2007	FORD	F-350	FLAT BED	1FDSF34507EA57516
W-20A	2002	FORD	F-250	PICKUP	1FTNF20LX2EC27809

Motion: Trustee/ Mayor _____ Seconded By Trustee/ Mayor _____
to declare the items listed above as surplus, and to direct the Superintendent of Public Works to dispose of the same.

Vote:

Mayor Byerts	Aye	Nay	_____
Trustee Ippolito	Aye	Nay	_____
Trustee Balcaen	Aye	Nay	_____
Trustee Lancy	Aye	Nay	_____
Trustee Laurer	Aye	Nay	_____

Agenda Item Detail

Meeting

April 12, 2018

Agenda Item 8

Resolution: to Authorize James Clancy to attend a Highway School

2018 HIGHWAY SCHOOL
Ithaca College, Ithaca, NY – June 4-6, 2018

Sponsored by

**TOWN AND COUNTY OFFICERS TRAINING SCHOOL AND
THE ASSOCIATION OF TOWNS OF THE STATE OF NEW YORK**

In Cooperation With

CORNELL UNIVERSITY LOCAL ROADS PROGRAM

ADVANCE REGISTRATION IS SUGGESTED. If you arrive **Sunday**, you may register between **3 and 5 p.m.** in the **NORTH FOYER** of **PHILLIPS HALL** (Upstairs) on the Ithaca College Campus. Check-in will resume at **8 a.m.** on **Monday**.

2018 Highway School Topics

Recycled Asphalt Pavement
Preparing for Emergencies
What New & Veteran Superintendents Need to Know
Highway Signs
Selecting the Right Repair for your Pavement
When to Replace or Repair Equipment
Asset Management Basics
Legal Panel
Stormwater Management
Shared Services Roundtable

REGISTER ONLINE AT WWW.NYTOWNS.ORG
ONLY VISA AND MASTERCARD ARE ACCEPTED. E-MAIL CONFIRMATION.

Otherwise, complete the enclosed registration form and return, with your check made payable to the **Association of Towns** in the amount of **\$110** by **May 18**. Confirmation postcard will be mailed to you. (Registration received after such date will be processed at the **\$150** registration fee.)

Please Note: Cancellations received 10 days prior to event will be refunded, less a \$10 processing fee.

NO REFUNDS after that deadline.

MEALS/FOOD: Lunch will be provided for attendees on Monday as part of the Pothole Picnic and on Tuesday as part of Tailgate Tuesday.

HANDICAPPED PARKING: If you require handicapped parking, you must bring your own handicapped parking permit. There is a limited number of handicapped spaces available.

PARKING: Parking is available in designated areas on the Ithaca College campus only with a valid parking permit. When you drive into the parking area of the college on Monday morning, someone will be available to give you the parking permit for the duration of the school.

EXPENSES: Actual and necessary expenses incurred in attending this school, including the registration fee, are proper municipal charges under Town Law, §116(12) and General Municipal Law, §77(b).

Questions? Call Patty Kebea, Executive Meeting Coordinator, at the Association of Towns at (518) 465-7933.

Check our websites for up-to-date information on the 2018 Highway School:

ASSOCIATION OF TOWNS: <http://www.nytowns.org>
CORNELL LOCAL ROADS: <http://www.clrp.cornell.edu>

DON'T FORGET: ATTENDEES WILL AUTOMATICALLY RECEIVE THREE CREDITS IN THE HIGHWAY CATEGORY OF THE ASSOCIATION'S CERTIFIED TOWN OFFICIAL PROGRAM.

FOR MORE INFORMATION ON THE CTO PROGRAM, PLEASE VISIT WWW.NYTOWNS.ORG.

The Association of Towns of the State of New York and Cornell Local Roads Program cordially invite you to the 73rd Annual School for Highway Superintendents

**2018 HIGHWAY SCHOOL
REGISTRATION FORM
ITHACA COLLEGE, ITHACA, NY -- JUNE 4-6, 2018**

PLEASE USE A SEPARATE REGISTRATION FORM FOR EACH INDIVIDUAL REGISTRANT

WE RECOMMEND THAT YOU USE ONLINE REGISTRATION AT WWW.NYTOWNS.ORG
Only Master Card and Visa are accepted, and you will receive an e-mail confirmation.

IF MAILING, SEND TOGETHER WITH PAYMENT TO:
(Please make check payable to "Association of Towns.")

ASSOCIATION OF TOWNS
150 State Street, Albany, NY 12207
Fax: (518)465-0724

REGISTRATION FEE: (check applicable lines)

\$110 Early Registration Fee (if received by May 18) _____
\$ -0- Registrants who have received a 20-Year Attendance Certificate _____
This is my first time attending Highway School _____

NAME _____
(First, M.I., Last - please print clearly)

TITLE: _____

ORGANIZATION: _____
(Please Check One)

TOWN VILLAGE CITY STATE AGENCY COUNTY

OTHER _____

ADDRESS: _____
(Please indicate STREET, P.O. BOX, OR ROUTE)

CITY, STATE & ZIP CODE: _____

DAYTIME PHONE: () _____ FAX: () _____

E-MAIL ADDRESS (if available) _____

COUNTY (where your municipality is located) _____

SOCIAL SECURITY NO. (last 4 digits only) _____ (for internal recordkeeping only)

Payment must be received by May 18 to qualify for the \$110 early registration fee. Confirmation postcard will be mailed to you. Registrations received after that date must be processed at an on-site registration fee of \$150 because of time constraints.

Please Note: Cancellations received 10 days prior to event will be refunded, less a \$10 processing fee.
NO REFUNDS after that deadline.

*Check-in and on-site registration will be available on Sunday, June 3 from 3 - 5 p.m.
Questions? Call Executive Meeting Coordinator Patty Kebea at 518-465-7933.*



Exemption Certificate

Tax on occupancy of hotel rooms

This form may only be used by government employees of the United States, New York State, or political subdivisions of New York State.

Name of hotel, motel, lodging house, etc.		Dates of occupancy From: / / To: / /	
Number and street	City, village, or post office	State	ZIP code Country
<i>This is to certify that I, the undersigned, am a representative of the department, agency, or instrumentality of New York State, the United States government, or the political subdivision of New York State indicated below; that the charges for the occupancy at the above establishment on the dates listed have been or will be paid for by that governmental entity; and that these charges are incurred in the performance of my official duties as a representative or employee of that governmental entity.</i>			
Governmental entity (federal, state, or local)		Agency, department, or division	
Employee name (print or type)	Employee title	Employee signature	Date / /

Instructions for the government representative or employee

If you are on official New York State or federal government business and staying in a hotel or motel:

1. Complete all information requested in the box above.
2. Sign and date this exemption certificate in the box above.
3. Show the operator of the hotel or motel your appropriate and satisfactory identification.
4. Give this completed Form ST-129 to the operator of the establishment.

You may pay your hotel bill with cash, with a personal check or personal credit card, with a government voucher, or with a government credit card.

Please note:

- If, while on official business, you stay at more than one location, you must complete an exemption certificate for each establishment.
- If you are in a group traveling on official business and staying in this particular hotel, each person must complete a separate exemption certificate and give it to the hotel operator.

Caution: Willfully issuing a false or fraudulent certificate with the intent to evade tax is a misdemeanor under section 1817(m) of the Tax Law and section 210.45 of the Penal Law, punishable by a fine of up to \$10,000.

Instructions for the operator of the hotel or motel

Keep this completed Form ST-129, *Exemption Certificate*, as evidence of exempt occupancy by New York State and federal government employees who are on official business and staying at your establishment. You must keep this exemption certificate for at least three years after the later of: 1) the due date of the last sales tax return to which this exemption certificate applies; or 2) the date when you filed the return.

This exemption certificate is valid if the government employee is paying with:

- Cash.
- A personal check or personal credit card.
- A government voucher.
- A government credit card.

Do not accept this certificate unless the representative or employee presenting it shows appropriate and satisfactory identification.

Agenda Item Detail

Meeting
April 12, 2018

Attorney

Agenda Item Detail

Meeting

April 12, 2018

Department of Public Works

Agenda Item Detail

Meeting

April 12, 2018

Sewer Department