



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

9/12/2022 Village of Cuba, NY BOARD OF TRUSTEES MONTHLY MEETING & PUBLIC HEARING at
17 East Main St. Cuba, NY 14727

PRESENT: Mayor Michele Miller, Trustee Steve Raub, Trustee Tom Taylor, Trustee Jim Barnes

ALSO, PRESENT: Lori Sweet Deputy Clerk/ Treasurer, Rick Hall- Department of Public Works
Superintendent, Kristopher Krzos Assistant Superintendent of DPW, Residents- Cindy Colley,
Sue Taylor, Janet Nolan, David Crowley, Jason Morrison, and Colin DeKay- Casella.

VIA ZOOM- Elizabeth Miller

EXCUSED: Clerk Treasurer Bump- at NYCOM Fall Training School in Saratoga Springs

ABSENT: Operator STP- Roman Cavalletti

MAYOR MILLER opened the September monthly meeting with the Pledge to the flag.

Mayor Miller reviewed the submitted bid from Casella- presented in three ways as follows

2.2.1 The undersigned contractor agrees to furnish all labor, material, and equipment to collect
and dispose of solid waste, garbage, trash, refuse, waste material and recyclables from all
residential and non-residential units within the Village of Cuba in accordance with the attached
specification.

BID: Provide all necessary labor, material and equipment for the collection and disposal of
solid waste, garbage, trash, refuse, waste material and recyclables from all residential and non-
residential units within the Village of Cuba. \$146,526.00

**Alternate Number 1-All solid waste items to be collected as specified, with the exception of
One Bulk Item two times each year (3.1.14). In this alternate, one bulk Item two times each
year will be replaced with no Bulk collection. \$131,342.00**

ALTERNATE NO. 2

All solid waste items to be collected as specified, except for three bags or bins (3.1.14). In this alternate,

Three bags or bins will be replaced with two bags or bins. \$140,072.00

Alternate No 3.

In this alternate the Village requests a quote for services using a sticker policy. Village residents would purchase

Stickers locally for fifteen- and thirty-gallon bags and only bags with stickers would be collected by the contractor.

The Bulk item sticker would be for items defined in (1.2.12) and would be restricted to two times each year. NO BID SUBMITTED

Discussion took place with Colin DeKay to help clarify some questions. The board had concern about no bulk item pickup, with a reference to purchasing a new piece of furniture, where does the old one go? Bulk items were removed from the refuse pickup/ schedule three years ago and is not supposed to be picked up at all. The VOC will use the Code Officer to remind property owners, and stickers will be placed on the bills going out in October reminding residents of the law.

One sealed billed was dropped off at the Clerk's Office on Monday September 12, 2022, from Southern Tier Tree and Lawn totaling \$11,000 for 6 trees, stump grinding and removal, and fully cleaned up by 12/31/2022.

TRUSTEE TAYLOR MADE A MOTION TO ACCEPT THE LONE BID WITH TRUSTEE MILLER OFFERING A SECOND, ALL IN FAVOR AND THE MOTION CARRIED.

MINUTES: TRUSTEE S. RAUB MADE A MOTION TO APPROVE THE MINUTES WITH TRUSTEE J. BARNES OFFERING A SECOND. ALL IN FAVOR AND THE MINUTES WERE APPROVED.

Resident Janet Nolan asked why the minutes aren't in the Cuba Patriot paper, and Mayor Miller stated they are on the Village of Cuba website as required, and can be accessed, and sometimes the official minutes are fourteen pages long making publishing more difficult.

APPROVAL OF CLAIMS AND BILL PAYMENT:

BILLS: The bills were reviewed by Mayor Miller, Trustee Raub, and Trustee Taylor prior to tonight's meeting. They clarified a few questions prior to tonight's meeting.

TRUSTEE RAUB MADE A MOTION TO AUTHORIZE PAYMENT OF THE 9.12.22 ABSTRACT WITH TRUSTEE TAYLOR OFFERING A SECOND. ALL IN FAVOR AND THE BILLS WERE AUTHORIZED TO BE PAID.

Abstracts Voucher #'s 202300156-202300210

General Fund- A-\$8,730.72, F\$2,422.15, G\$8,188.79 Capital Improvement- \$26,910.84 Capital Sidewalk Account-\$4,000 Total- \$50,252.50

POLICE REPORT: N/A

BUILDING INSP./CEO: There are many ongoing projects in the Village and Code Enforcement has been busy with all of them. The smoke alarms continue to be an issue on Bristol St. with continued problem solving. Trustee Raub stated he will touch base with Kevin Margerum regarding the electronic ride on apparatuses in the community.

Project at Summit Ave. (single family dwelling)

Framing of structure approx. 75% complete

Project at Bull St. (pole-style storage building)

No substantial progress; near completion

Project at Champlain Ave. (detached 2-story garage)

Kevin has been unable to speak with the family about the drain in the garage floor. It appears to be improperly installed and does not "drain to daylight".

Project at Champlain. (Living area addition to a single-family dwelling)

Insulation is complete. Plan to visit site tomorrow.

Professional Services Building project (N. Water St.)

All mechanicals and insulation completed. Drywall installation underway. Questions about radiation cladding in x-ray area have been addressed.

Bristol St. Property

Kevin plans to follow up with the Property Managers this week (9/12) to confirm the possible resolution to the nuisance alarm problem.

W. Main St. Property

Kevin visited the residents of the home to discuss the weeds/long grass. They told him they would get it taken care of. Kevin will issue an appearance ticket this week.

Property on Medbury Ave.

Kevin received a property maintenance complaint concerning equipment not working properly. Kevin visited the apartment and issued a notice to the owners.

Kevin is concerned about electric utility bills several tenants described as routine. The tenant brought this up during our meeting. Kevin will discuss this with the owners. Kevin would like to have some assurance the elevated usage is not caused by defects in the electrical system.

Property on Rte 305

The planned start date for the reconfiguration of the drive-through area is scheduled to begin on September 26.

CLERK/TREASURER REPORT:

- The NYS 1, and the Retirement report all have been accepted and paid.
- We still have not received a paid in full receipt for the payoff of the water tank.
- Septage was invoiced for August on 9/12/22.
- Worked with the LIHWAP Program and continue to refer people and receive payments.
- The Printer/ copier/ scanner/ fax machine continued to be an issue for printing and scanning for the Mayor and Deputy Clerk Sweet. We continue to trouble shoot internally with tech support as it is not a consistent issue. As of 8/30/22- the issue has been resolved. (FOR NOW)
- The Teamsters bill for August came in error for three staff. Clerk Treasurer Bump has asked again to remove a former employee and adjusted internally to pay the invoice.
- Worked on several credit card issues with the Company again- They did not receive the payoff check mailed 8/1/2022 as of Monday August 15, 2022. A \$39.00 late fee and \$18 interest charge was imposed. This has been an ongoing issue and is a testament to why Bump has asked to change to the new credit card (A Mastercard from CBNA through First National Bank Of Omaha). Clerk/ Treasurer Bump phoned Capital One (Brittany) and simultaneously also spoke with Community Bank Positive Pay services (Lisa- as Kristin V was off), and the Local Branch (Brenda). It was determined that even though the Village's case was closed on Capital One's side- with no notes stating they sent the ACH release information to CBNA, Bump could now pay the invoice via phone, which she did again for a fourth time. A stop payment was issued for check number 16974, but a fee was charged to the Village. The local Branch Manager replied to Bump's email requesting a one-time waiver of the stop payment fee due to the Village rarely if ever requesting a refund, with removing the fee. Capital One also had an option of The Village requesting a waiver of the \$39 late fee, and Bump requested it- it was approved during the call with the payoff amount of \$1,072.18- and \$39 being credited to the account in approx. 5 business days- making the final payoff \$1,033.18. The amount cleared the bank two business days later and with another call to Capital One there is no amount due. All payments with the credit card have been changed to the new card.
- Former Clerk Wilson came in on Wednesday 9/7/22 and ALL Capital One Credit Cards have been officially cancelled and the account will be closed. There was 47,419 airline miles to be redeemed and transferred to \$237.10, a check will be mailed to the village in the coming weeks. Additionally, there is a credit for \$53.15 and a check will be mailed immediately to the Village.
- While changing the credit card information for the DUNS- Federal Contractor ID (A requirement to participate/proceed with Federal loans and grants)- a USFCR staff accidentally renewed for the fiscal year 23.24 in error. This office was alerted via email. Bump had stated to Justin Jones from USFCR- that even though there is a better deal by renewing more years at a time (2-5), it is against policy to renew fiscal years/budgets in

advance. It has been noted and will be discussed. Due to the Village working on the Infrastructure Improvement- Bump is hopeful for grace by The Board for the error from the company- documented via email correspondence.

- Corine has a NYS Clerk's Association Meeting Tuesday September 13, 2022, while at the NYCOM Conference in Saratoga. Clerk/ Treasurer Bump will be checking out Thursday September 15, 2022, and following is scheduled to be out of the office until September 21.
- Submitted required reports to USDA except for the AUD- but the extension that was granted was submitted.
- The account has been set up with Trident to utilize online trainings required for municipalities. First up will be the mandatory Sexual Harassment training.
- Trustee Barnes, Deputy Clerk Treasurer Sweet and Clerk Treasurer Bump attended the NYSOSC in the board room on Wednesday August 10, regarding fiscal management and responsibilities.
- Mayor Miller, Deputy Clerk Treasurer Sweet and Clerk Treasurer Bump continue to fulfill the required documentation for several grants awarded/ grant applications in process. There is a deadline for EFC of 9/27/2022- to date all required docs are submitted and accepted with LJ Kotary.
- There was a special Meeting 8/17/22 to discuss the RFP for refuse. Minutes sent for Board review.
- The cords have all been re-routed in the clerk's office, and new surge protection power supplies with battery backup are in place.
- Deputy Clerk Treasurer Sweet and Clerk Treasurer Bump continue to work with a staff to get their application and all required documentation submitted to sit for the 3A exam.
- As of 9/1/2022- 225 accounts remained unpaid from the July billing- and Lori and Corine continue to make phone calls and send emails to try and remind people before shut offs. As of Tuesday 9/6/22, almost 100 people remained on the list with the former either paying or arranging to pay the balance. On Wednesday 9/7/22- 39 24 hr. shut off door knockers were posted, 9/8/22 remained 12 customers but by 9:10 am- only 4 remained to be shut off with one residence having services terminated.
- Semi-annual payroll was issued 9/8/22 along with weekly payroll.
- A Blake will be commuting to the OSHA training in Watkins Glen 9/20-9/21 as the minimum cost for a hotel is \$150- and the commute cost for one round trip is \$98.90 x2= \$197.80.
- Clerk/ Treasurer Bump will be at NYCOM Fall Training School the week of 9/12.
- Mayor Miller, Corine and Lori had a conference call with Sara Dayton of Lumsden and McCormick to inquire about a quote for the Single Audit required for the next three years with the Capital Project. She stated they would have a quote to us before the board meeting. Corine has left voicemails at two other companies with no return calls as of 9/9/22.

Village Of Cuba WWTP Report provided by R Cavalletti and read by Trustee Barnes

- The DMR for the month of July was sent in and all was within limits.

- The plant has been running well for low flow period with the lowest flow at 90 gallons per minute when the average flow is usually around 300 gallons per minute.
- Ace Viking has completed their installation of the new motors in the secondary pump station, Roman has not received a bill from them yet as they just completed this past week.
- The aging lawn mower here at the sewer plant continues to fall apart, chewing threw deck belts, the starter is on its way out, and the rear brackets that hold the deck on are falling apart.
- The repair made to the south primary clarifier is holding up very well.
- Roman is having trouble keeping water out of the north digester blower. He believes that the check valve is bad causing moisture to find a way into the blower. Trustee Barnes asked if there was enough money in the budget to replace the valve and Roman thinks there is.
- There is an overload of grease when almost two inches of rain from the storm, Roman thinks grease traps should be checked in the local businesses that deal with food.
- Rick and Roman are going to work on getting the dirt berm in front of the garage done soon.

Trustee Taylor asked about the grease trap issue, and Rick said the DPW routinely checks for grease buildup.

Superintendent's Report:

- 1) Monthly Water Test Results for E. coli/Coliform – Both “Negative.” Also took “Lead & Copper samples as well as Disinfection By-Product samples.
- 2) Cleaning catch basins
- 3) Hot patching potholes
- 4) Participated in the Library's “Touch-a-Truck” program
- 5) Enclosed three sides of the pole barn with steel
- 6) Dug out two spots on Genesee St. from water dig and filled with binder and top.
- 7) Put up Garlic Fest Banners
- 8) Painted parking spots, Unloading zone and Crosswalks on Elm
- 9) Put up steel on shop wall (on rainy days)
- 10) Working on staining wood railings on Prospect St. Footbridge
- 11) Removed 2 sections of curbing at the Methodist Church so their sidewalk will be ADA compliant where it meets the road.
- 12) Cut tree down in Chamberlain Park for new playground equipment.
- 13) Cutting low hanging branches & brush along curb lines
- 14) Read water meters

15) Removed sidewalk blocks at 14, 15, 17, 19 & 25 Grove St. for replacement. Ground tree roots where needed.

16) Ran weed eaters' full length of creek bank on Orchard Street

17) Cut/Removed tree tipped over on creek bank on Green Street

18) Water issues: Service line leak @ 27 Genesee St., 6" water Main break on Champlain St., handed out 39 water "shut-off" notices.

19) Equipment Repairs: Thank you to Roman for taking an old pump that we had laying around and retrofitting it to our sewer machine to get us by until the new one comes in. It is getting the job done!! Picked up the repaired sweeper from Cyncon Equipment and it is working well.

20)

There has been an ongoing issue with people parking all day in front of the Cuba Library, they have asked the Board to change the code- to reserve the parking in front of the library. The library would like to spend \$93 on signs and have the law changed. The Village can order them from the sign company in Andover and they will say, No Parking 9am-9pm- during library hours.

TRUSTEE RAUB MADE A MOTION TO APPROVE ORDERING THE NEW SIGNS TO BE PURCHASED AND REIMBURSED BY THE LIBRARY WITH TRUSTEE TAYLOR OFFERING A SECOND, TRUSTEE BARNES WAS IN FAVOR, AND TRUSTEE E. MILLER WAS OPPOSED.

Her concern is with the residents living along Main Street having a place to park- (grandfathered). It was suggested they park further down the street so as not to block the access to the library during operating hours- or park in the Cuba Cultural Center parking lot, but that option is not allowed as it is private property, and no deal has been met to authorize parking there for residents.

Cameras in Willow Bank Park- Frank Schostick is proposing to install a 15-foot pole and mount cameras in Willow Bank- the other camera proposals would be powered by solar, the cameras he is offering would be hard wired. The position of the camera will catch the shelter and the end of basketball court. The need from one camera near the shelter is the necessity due to the destruction taking place. Trustee Miller stated she sees a lot of vehicles in the park, and saw a truck destroy the hill. A quote was \$1599.05 with labor/ and more materials making the cost- \$2860.05- with an added \$200 for a post and added steel to weld on for the cameras- after speaking with Schostick on the phone \$3,060.00- with the other bids at-\$3323.37, \$4328.00. Trustee Miller asked if there is a breakdown of the cost of the repairs from the vandalism, and Superintendent Hall stated there is. Superintendent Hall then stated the other camera system that is at the park will be moved to the Sewer Treatment Plant, as there is nothing there- and Frank

said it could be installed for the cost of his labor and will be paid out of the sewer budget. (Clerk Bump was not at this meeting and requires further clarification as the recording conflicts the actions.) The Board is hopeful the cameras closer to the facilities will be a deterrent for the vandalism.

TRUSTEE RAUB MADE A MOTION TO ACCEPT THE BID FROM FRANK SCHOSTICK OF \$3,060 FOR THE SECURITY CAMERA INSTALLATION AND PURCHASE WITH A SECOND FROM TRUSTEE TAYLOR, ALL IN FAVOR AND THE MOTION CARRIED.

Trustee Taylor asked for an updated meter status from Ti Sales, and Superintendent Hall stated he received a call from Marcus today, and the balance of the meters will be delivered on or about December 15th (approx. Dec. 15) the initial date was mid to late November and has been delayed due to meter shipment and supply. Matt Zarbo from B & L is working on the specs to put out to bid for installation. He will have the bid requirements to the VOC ASAP. It will take some time to complete the task.

COMMITTEE REPORTS:

REFUSE: Tom and Jim attended the Town of Friendship board meeting in August, and it sounds to them that the VOC will be allowed out of the contract early. It's all verbal discussion now, but Jim thinks the lawyer will need to be involved. Trustee Taylor asked Colin DeKay how much notice is needed by Casella to begin pick up in the VOC. The contract expires 6/1/23. Jim states they are hearing from the TOF they would rather the VOC cancels the contract. Jim states that he thinks the VOC should accept the lowest bid of three containers and no bulk collection. He agrees that more reminders are needed for residents. The existing trucks need to be replaced, the workforce is very limited, and it increasingly difficult to work with Friendship with them refusing to hire anyone that does not reside in Friendship. Trustee Raub feels that moving forward with the Casella bid would be the best option, rather than purchasing a new packer and continuing with the remainder of the contract with the TOF. Garbage and recycling pickup through Casella would be on the same day, and zero sort recycling into one container. Trustee Miller stated there are several options for residents to dispose of bulk items. A community forum could be created for referrals. There are companies that will accept donations of bulk items and local contractors that can be hired to dispose of a bulk item. People with dump passes must pay extra to dispose of large items also. The recycling can be labeled- Recycling for Casella pickup.

TRUSTEE RAUB MADE A MOTION TO ACCEPT THE ALTERNATE BID NO.1 FOR \$131,342.00 WITH TRUSTEE BARNES OFFERING A SECOIND. ALL IN FAVOR AND THE MOTION CARRIED WITH THE NEW SERVICES INTENDED TO BEGIN JANUARY 2023.

Trustee Taylor mentioned that hopefully since the amount is over the allotted budget, the sale of the truck and recycling truck will offset the increase of cost. Trustees Barnes and Taylor will contact the Town of Friendship to follow up on the contract expiring May 31, 2023, as the TOF

meeting is 9/21/22 and the VOC will know by the October 10th board meeting. Colin offered his business card so Trustee Barnes can contact him going forward.

MAYOR'S REPORT:

Mayor Miller stated that downtown Main St. merchants would like to have an event called Trunk or Treat on Saturday October 29th from 8am to 6pm. There will be sales and food trucks set up. Participants dressed in costume will get a treat from participating vendors. They have asked to have East and West Main St. closed

TRUSTEE BARNES MADE A MOTION TO CLOSE EAST AND WEST MAIN ST. WITH TRUSTEE TAYLOR OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

The Beautification Committee would like to string LED Edison lights in the St. James Park East to West across the park, with the beautification Committee providing the lights with the Village required to pay the cost for the electric. Mayor Miller asked Clerk Bump if there was any increase in the electric bill at the Genesee Parkway, and she had said minimal if any and Superintendent Hall agreed.

TRUSTEE RAUB MADE A MOTION TO APPROVE LIGHTING OF THE ST. JAMES PARK WITH LED EDISON LIGHTS WITH TRUSTEE TAYLOR OFFERING A SECOND, ALL IN FAVOR AND THE LIGHTS WERE APPROVED.

Mayor Miller discussed the requirement of the single audit by an independent auditor for the Capital project- water infrastructure improvement. To date the VOC has heard back from one company with an estimate. Only one estimate has come in so far. The VOC was warned it would be a very costly undertaking, but it is budgeted for with the \$7.3 million project. The board tabled the topic until a second quote or response comes in for October.

OLD BUSINESS: Resident D. Crowley mentioned he had had a conversation with Chief Burch regarding the parking issues in the village. Chief agreed it is an ongoing issue and they did spend a day chalking tires and issued four parking tickets. With the lack of staffing at the police department, it makes enforcement difficult with people on their honor with the time limits.

Trustee Barnes stated he had passed by an Armstrong representative, and they cannot install inside the Village of Cuba at this time due to the time constraints of the current grant.

NEW BUSINESS: There was recently a change that municipalities could change the Village Speed limit to 25 mph, and it would require new signage in the Village, but Mayor Miller mentioned it as food for thought within the Village limits. Some discussion took place and Mayor Miller clarified since all streets are not marked signage could be placed that states the speed limit is 25 mph within the Village on all streets.

With there being no further business to discuss **TRUSTEE TAYLOR MADE A MOTION TO ADJOURN WITH TRUSTEE MILLER OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED WITH THE MEETING ADJOURNED AT 8:18 PM.**

Respectfully Submitted,
Corine Bump Village of Cuba Clerk/ Treasurer