

The regular meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Tuesday, June 4, 2019 at 7:00 pm there were:

**PRESENT**

Mayor Jay May, Trustee Ken Rule, Trustee Jim McGarvey, Trustee Donna Schiener Trustee Andrew Koerner, Superintendent of Public Works Larry Kilburn, Clerk/Treasurer Jennifer Kraft, Police Chief Anthony Biscaro, Deputy Clerk/Treasurer Michelle Karpinski.

**ALSO PRESENT**

Judy Hanes

**PLEDGE OF ALLEGIANCE**

Mayor May opened the meeting with the Pledge of Allegiance.

**AWARD SIDEWALK LABOR BID**

Per recommendation by Superintendent of Public Works Kilburn a motion was made by Trustee Schiener and seconded by Trustee McGarvey to award the sidewalk labor bid to Fisher Concrete, 741 Welch Road, Java Center NY, at a cost of \$4.75 per square foot. This was the only bid received for this project.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>								
	5	Yes	0	No	0	Abstain	0	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

**APPROVE MINUTES**

Motion by Trustee McGarvey and seconded by Trustee Koerner, the minutes from the regular meeting held on May 21, 2019 be approved as presented by Clerk/Treasurer Kraft.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule		Yes		No	X	Abstain		Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>								
	4	Yes	0	No	1	Abstain	0	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

**NYSACOP CONFERENCE**

Motion by Trustee Rule and seconded by Trustee Schiener to authorize Chief Biscaro to attend the New York State Association of Chiefs of Police (NYSACOP) Conference. The Conference will be held at the Hyatt Regency, Rochester NY from July 21 – 24, 2019. The cost is \$636 hotel, \$300 registration, \$85.61 mileage and there will be some expense for meals, not to exceed the IRS limit.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>								
	5	Yes	0	No	0	Abstain	0	Absent
<b>RESULTS</b>		<b>X</b>	<b>PASS</b>				<b>FAIL</b>	

**SULLIVAN GARAGE DEMOLITION UPDATE**

Superintendent of Public Works Kilburn updated the Board on the progress of the demolition to the Sullivan Avenue garage. Equipment will be moved in by the end of this week with demolition to begin next week. The weather has caused the contractor to fall behind.

**TRANSMISSION CONGESTION CHARGE INFORMATION UPDATE**

For the past ten years the VOA has paid Transmission Congestion Charges to mitigate the cost of congestion. The payment structure for this charge has changed and the increase is expected to be substantial. Congestion has increased dramatically and along with it the expense. When more information is available from NYMPA regarding the new payment structure the Board will be updated.

**AUTHORIZE PURCHASE BUCKET TRUCK**

Motion by Trustee Rule and seconded by Trustee McGarvey to authorize Superintendent of Public Works Kilburn to order a new 2020 Freightliner Bucket Truck at a price of \$330,000, this is the state contract price. The truck will be financed with a 0% interest rate through New York Power Authority. This truck will replace the 2011 Freightliner bucket truck.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>								
	5	Yes	0	No	0	Abstain	0	Absent
<b>RESULTS</b>		<b>X</b>	<b>PASS</b>				<b>FAIL</b>	

**RESIGNATION ZONING BOARD OF APPEALS MEMBER**

Motion by Trustee McGarvey and seconded by Trustee Koerner to accept the resignation of Tyler Ferington from the Zoning Board of Appeals, effective 6/01/2019.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>								
	5	Yes	0	No	0	Abstain	0	Absent
<b>RESULTS</b>		<b>X</b>	<b>PASS</b>				<b>FAIL</b>	

**APPOINT ZONING BOARD OF APPEALS MEMBER**

Motion by Trustee Schiener and seconded by Trustee Koerner to approve the appointment of Timothy Sonner to the Zoning Board of Appeals effective 6/1/2019 with the term to expire 4/1/2020.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>								
	5	Yes	0	No	0	Abstain	0	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

**2019 VOA TENTATIVE EQUALIZATION RATE**

Clerk Treasurer Kraft reported the VOA tentative equalization has been established at 85.92

**CANCELLATION OF DEBT**

Motion by Trustee McGarvey and seconded by Trustee Schiener to authorize the cancellation of the following debt:

NAME	ACCOUNT NUMBER	AMOUNT	REASON
Robert Fulford	10-15400-02	\$ 187.58	Past Statute
Samantha Haettich	05-06600-11	\$ 114.69	Past Statute
Jeffrey Hardy	09-08300-12	\$1,632.10	Past Statute
Jessica Hartman	09-14100-05	\$ 186.94	Past Statute
Mandy Haudricourt	08-15018-03	\$ 258.98	Past Statute
Dustin Jones	16-12000-03	\$ 321.87	Past Statute
Scot McPeek	04-14700-02	\$ 55.46	Past Statute
Ann Perrington	12-10400-02	\$ 23.71	Past Statute
Paul Salazar	08-05100-07	\$ 184.22	Past Statute
Amanda Stevenson	12-16800-02	\$ 616.45	Past Statute
<b>TOTAL</b>		<b>\$3,582.00</b>	

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule		Yes	X	No		Abstain		Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>								
	4	Yes	1	No	0	Abstain	0	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

**AUTHORIZATION TO DESTROY RECORDS**

Motion by Mayor May and seconded by Trustee Rule to authorize Clerk Treasurer Kraft to destroy the following records in accordance with NYS MU1:

DESCRIPTION	RETENTION	BOX #
Requests for Vital Statistic Records 2011, 2012	6 years	Folder
Checks from Remote Deposit 9/24/2018-11/30/2018	6 months	
<b>See Attached</b>		

The motion was passed upon the following vote:

<b>VOTE</b>									
Mayor Jay May	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent	
Trustee Ken Rule	X	Yes		No		Abstain		Absent	
Trustee Donna Schiener	X	Yes		No		Abstain		Absent	
<b>VOTE TOTAL:</b>									
	4	Yes	0	No	0	Abstain	1	Absent	
<b>RESULTS</b>									
	X	<b>PASS</b>					<b>FAIL</b>		

**AUDIT BILLS**

Motion by Trustee Koerner and seconded by Trustee Schiener, the Village bills be audited and paid in the amount of \$620,266.06 and that the Clerk be authorized to transfer funds from the money market accounts to the checking accounts to cover such bills.

The motion was passed upon the following vote:

<b>VOTE</b>									
Mayor Jay May	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent	
Trustee Ken Rule	X	Yes		No		Abstain		Absent	
Trustee Donna Schiener	X	Yes		No		Abstain		Absent	
<b>VOTE TOTAL:</b>									
	5	Yes	0	No	0	Abstain	0	Absent	
<b>RESULTS</b>									
	X	<b>PASS</b>					<b>FAIL</b>		

**GARDEN PARK**

Trustee Schiener has proposed the removal of two of the raised beds in the Garden Park due to the inability to maintain them adequately. The number of volunteers to maintain the garden has dropped dramatically making it more difficult. Trustee Schiener has obtained a quote of \$1,500 from a local landscaper who will remove the raised beds along Main Street and Water Street and plant grass seed. The trees will not be removed. The fountain will also be removed as it has become costly to maintain and repair. The Board agreed to the proposal and the VOA will pay 50% of the cost.

**SCHEDULE COURT AUDIT**

Clerk Treasurer Kraft informed the Mayor the annual court audit must be scheduled according to Section 2019-a of the Uniform Justice Court Act. Trustee Schiener and Trustee Rule will perform the audit.

**REPORTS RECEIVED**

The following reports were received, reviewed, and placed on file:

- None.

**ADJOURN**

There being no further business to come before the Board the meeting duly adjourned at 8:17 pm upon motion by Trustee Rule and seconded by Trustee McGarvey.

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Clerk/Treasurer

VENDOR	AMOUNT	VENDOR	AMOUNT
ACTIVE IT DESIGN, LLC	\$ 180.00	NATIONAL FUEL	\$ 1,023.48
AFLAC NEW YORK	\$ 1,962.82	NATIONAL GRID	\$ 63,332.00
ALTEC INDUSTRIES INC	\$ 558.00	NEW YORK POWER AUTHORITY	\$ 21,174.26
AMCHAR WHOLESALE, INC	\$ 169.75	NEW YORK POWER AUTHORITY	\$ 159,697.75
ARCADE FIREMANS AUXILIARY	\$ 100.00	NEW YORK STATE DEFERRED COMPEN	\$ 2,910.11
ARCADE HERALD	\$ 537.35	NGT CORPORATION	\$ 1,315.00
ARCADE HERALD	\$ 102.41	NOCO ENERGY CORP	\$ 2,702.61
BDP INDUSTRIES	\$ 725.12	NYCOM	\$ 1,272.00
BENNET'S SEALCOATING & MORE	\$ 500.00	NYMPA	\$ 180,733.00
CHURCHVILLE FIRE EQUIPMENT CO	\$ 2,292.95	NYS & LOCAL RETIRE SYSTEM	\$ 5,228.42
CID DIVISION OF WASTE MANAGEMEN	\$ 9,394.26	NYS CHILD SPRT PROCESSING	\$ 500.46
CLARK PATTERSON LEE	\$ 32,488.80	NYS DEC	\$ 160.00
CSEA	\$ 731.32	NYS INCOME TAX	\$ 4,715.12
CSEA BENEFIT UNIT	\$ 1,150.81	NYS LINEMANS SAFETY TRAINING F	\$ 1,467.00
CSEA POLICE UNIT	\$ 191.01	NYSID	\$ 221.00
D & H EXCAVATING INC	\$ 2,576.70	RICHARD-CIN SIGNS & SAFETY SUP	\$ 81.25
DUFFY & QUINN	\$ 340.00	RUSTKOTE, LLC	\$ 2,040.00
EMPLOYEE SERVICES INC-ESI	\$ 650.00	SCHWAB AGGREGATES	\$ 837.96
GERNATT ASPHALT PRODUCTS, INC.	\$ 20,319.22	SECURITY INVESTORS GROUP INC	\$ 3,255.80
GRAINGER	\$ 55.80	SOUTHERN TIER ELECTRIC SUPPLY	\$ 986.97
GRAYBAR ELECTRIC	\$ 344.04	STUART C IRBY CO	\$ 21,358.42
HULL ELECTRIC, INC	\$ 388.13	T L SCHWAB TRANSPORT LLC	\$ 271.77
IRS - FEDERAL PAYROLL TAX PAYME	\$ 25,054.71	TECHNICAL ASSISTANCE AND	\$ 11,383.95
JIM'S EQUIPMENT REPAIR INC	\$ 146.02	TIFCO INDUSTRIES INC	\$ 525.98
KARPINSKI, MICHELLE	\$ 295.00	TIME WARNER CABLE	\$ 255.26
KEY BANK	\$ 3,495.20	TRACTOR SUPPLY CREDIT PLAN	\$ 493.97
KISTNER CONCRETE PROD INC	\$ 7,696.00	TRI-TECH FORENSICS INC	\$ 111.91
KRAFT, JENNIFER	\$ 291.00	VERIZON	\$ 149.10
KUTZUBA, ROBERT	\$ 1,678.00	VILLAGE OF ARCADE	\$ 90.00
LARRY ROMANCE & SON INC.	\$ 190.40	VILLAGE OF ARCADE	\$ 583.26
MAPLE GROVE ENTERPRISES	\$ 3,060.00	WATERMAN'S GREENHOUSE, LLC	\$ 2,193.60
MATUSZAK'S BLACKTOPPING INC	\$ 5,052.00	WM LAMPTRACKER	\$ 198.00
MAZZA MECHANICAL SERVICES, INC	\$ 2,928.00	WYOMING COUNTY REAL PROP TAX S	\$ 972.40
MEUA - MUNICIPAL ELECTRIC UTIL	\$ 50.00	ZIELINSKI, DEBORA	\$ 29.43
MULLET, DOUGLAS A	\$ 2,300.00	<b>COLUMN TOTAL</b>	<b>\$ 492,271.24</b>
<b>COLUMN TOTAL</b>	<b>\$ 127,994.82</b>	<b>GRAND TOTAL</b>	<b>\$ 620,266.06</b>

REQUESTING PERMISSION TO DESTROY 6/4/19								
Box #	Series #	Area	Description	Retention		Records Begin Date	Records End Date	Able to Destroy Date
0267	194	Electric	Electric Customer Records # 19	50 yrs	1st Floor	Jun 1968	May 1969	Destroy Jun, 2019
0815	256a	Fiscal	Utility Billing	6yrs	1st Floor Back Vault	Dec 2012	May 2013	Destroy June 2019
0819	282	Fiscal	Electric Receipts	6 yrs	Front Vault	Jan 2013	Mar 2013	Destroy Mar 2019
0820	282	Fiscal	Electric Receipts	6 yrs	Front Vault	Mar 2013	June 2013	Destroy June 2019
0826	283	Fiscal	Daily Reports	6 yrs	Upper RR	Nov 2012	March 2013	Destroy Mar 2019
0827	283	Fiscal	Daily Reports	6 yrs	Upper RR	April 2013	May 2013	Destroy May 2019
0838	263	Fiscal	Bank Statements	6 yrs	Upper RR	June 2011	May 2013	Destroy May 2019
0843	595a	Tax	Tax Rec, Tax Searches	6 yrs	1st Floor Back Vault	June 2011	May 2014	Destroy May 2019
0888	595a	Tax	Tax Rec, Tax Searches, Tentative Assessment	6yrs	Upper RR	6/1/2012	5/31/2013	Destroy 5/31/2019
0894	567	Fiscal	Abstract of Vouchers	6yrs	Upper RR	6/1/2012	5/31/2013	Destroy 5/31/2019
0901	559	Fiscal	PO's 2012-2013: A-B	6yrs	Upper RR	June, 2012	May, 2013	Destroy June, 2019
0902	559	Fiscal	PO's 2012-2013: C-F	6yrs	Upper RR	June, 2012	May, 2013	Destroy June, 2019
0903	559	Fiscal	PO's 2012-2013: G-M	6yrs	Upper RR	June, 2012	May, 2013	Destroy June, 2019
0904	559	Fiscal	PO's 2012-2013: N-S	6yrs	Upper RR	June, 2012	May, 2013	Destroy June, 2019
0905	559	Fiscal	PO's 2012-2013: T-Z	6yrs	Upper RR	June, 2012	May, 2013	Destroy June, 2019
		***	#16-2008 Chevy Trailblazer folder					
		***	Aflac Flexible Spending Acct - 2004-2008					
		***	Utility Billing/Monthly Reports					
			June, 2014 - May, 2015					
			June, 2015 - May, 2016					
			June, 2016 - May, 2017					
		***	Employee Folders-scanned to FB					
			Mandi Jorgenson					
			Steven Pinter					
			Cheryl Parker					
			Adam Paquet-add'l. pages					