Village of Webster
Village Board Meeting
April 10, 2014

Webster Community Meeting Hall
29 South Avenue
Webster, NY 14580

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

Annual Organizational Meeting

Mayor Cahill thanked all his supporters.

Mayor Appointment NOT subject to Board approval

Reappointment of Darrell Byerts**,** as Deputy Mayor, to act as Mayor when the Mayor cannot fulfill his duties.

Board Designations

Motion Trustee Byerts, Seconded by Trustee Lancy for: Canandaigua National Bank to be designated our official bank of the Village; all were in favor and carried.

Motion Trustee Ippolito Jr., Seconded by Trustee Byerts to: designate the Webster Herald as the official newspaper of the Village of Webster, all were in favor and carried.

Mayor's Appointments Subject to Approval of the Board of Trustees

Motion Trustee Lancy, Seconded by Trustee Byerts to: Reappoint Don White as Village Attorney for a period of one year and authorize Mayor Cahill to renew the retainer agreement with Davidson Fink for a period Ending March 31, 2015, all were in favor and carried.

Motion Trustee Byerts, Seconded by Trustee Ippolito Jr. to: Reappoint David Mayer, Deputy Village Attorney for a term of one year ending March 31, 2015, at a compensation rate of $3700 with the duties described in the Deputy Village Attorney job description, all were in favor and carried.

Planning and Zoning Board

Motion Trustee Lancy, Seconded by Trustee Ippolito Jr. to: Reappoint Peter Adams, Chairman of the Planning Board for a term of one year ending 2015, all were in favor and carried.

Motion Trustee Byerts, Seconded by Trustee Ippolito Jr. to: Reappoint Mark Nicholson, Chairman of the Zoning Board of Appeals for a term of one year ending 2015, all were in favor and carried.

Historic Preservation Commission and Historian

Motion Trustee Lancy, Seconded by Trustee Ippolito Jr. to: Reappoint Karl Laurer, Chairperson of the Historic Preservation Commission for a term of one year ending 2015, all were in favor and carried.

Motion Trustee Byerts, Seconded by Trustee Lancy to: Reappoint Lynn Barton, the Village Historian for a term of one year ending 2015, all were in favor and carried.

Motion Trustee Byerts, Seconded by Trustee Ippolito Jr. to: Reappoint Mary Jean Yengo, to the Historic Preservation Commission for a term of three years ending 2017, all were in favor and carried.

Motion Trustee Lancy, Seconded by Trustee Byerts to: Reappoint Jill Malley, to the Historic Preservation Commission for a term of two years ending 2016, all were in favor and carried.

Parks and Recreation Committee

Motion Trustee Ippolito Jr., Seconded by Trustee Lancy to: Reappoint Jodi Byerts, to the Parks and Recreation Committee for a term of one year ending 2015, all were in favor and carried.

Village Band

Motion Trustee Byerts, Seconded by Trustee Ippolito Jr. to: Reappoint Tom Indiano, Band Director for a term of one year ending 2015, all were in favor and carried.

Business Improvement District (BID)

Motion Trustee Ippolito Jr., Seconded by Trustee Byerts to: Reappoint Trustee Byerts, Mayor Cahill and Gordon Clark to the Business Improvement District Board of Directors, all were in favor and carried.

Ethics Committee

Motion Trustee Byerts, Seconded by Trustee Lancy to: Reappoint Trustee Ippolito Jr. Village Board member to the Ethics Committee for a term of one year ending 2015.

Motion Trustee Lancy, Seconded by Trustee Byerts to: Reappoint Jamie Allman as Village Employee to the Ethics Committee for a term of one year ending 2015.

Motion Trustee Byerts, Seconded by Trustee Ippolito Jr. to: Reappoint Tom Cippolla as Village Resident to the Ethics Committee for a term of one year ending 2015.

Senior and Disabled Committee

Motion Trustee Lancy, Seconded by Trustee Ippolito Jr. to: Reappoint Jean Manno to the Senior and Disabled Committee for a term of one year ending 2015.

Motion Trustee Lancy, Seconded by Trustee Ippolito Jr. to: Reappoint Patricia Milne to the Senior and Disabled Committee for a term of one year ending 2015.

Motion Trustee Byerts, Seconded by Trustee Ippolito Jr. to: Reappoint Carol Bellucio to the Senior and Disabled Committee for a term of one year ending 2015.

General Office

Motion Trustee Ippolito Jr., Seconded by Trustee Byerts to: Set the mileage reimbursement for authorized Village employees traveling with their private vehicle to be $.56/mile, the current IRS reimbursement rate, all were in favor and carried.

Motion Trustee Lancy, Seconded by Trustee Ippolito Jr. that: All invoices will be subject to a delinquency charge of 15% after 30 days and 2% additional for each month or portion thereof beginning on the 61st day, all were in favor and carried.

Motion Trustee Byerts, Seconded by Trustee Lancy that: Any one of the following may sign Village checks: Mayor John Cahill, Village Clerk, Josette Amalfi, and Village Treasurer, Jamie Allman, all were in favor and carried.

Motion Trustee Ippolito Jr., Seconded by Trustee Byerts to: Adopt the Village of Webster Payroll Chart for 2014-2015, all were in favor and carried.

Motion Trustee Ippolito Jr., Seconded by Trustee Lancy that: Village office hours shall be: Monday through Friday 8:00 am to 4:30 pm, except Thursday's current hours are 8:00 am to 7:00pm. Village office will be closed on Saturday and Sunday. The office will be closed for all governmental holidays including July 3rd and 4th for the 2014 Fourth of July holiday and the Friday after Thanksgiving, November 28, 2014. The Village office will close Thursday, July 10, 2014 at 4:30 pm due to the Fireman's Parade; all were in favor and carried.

Motion Trustee Lancy, Seconded by Trustee Byerts that: To set the Village of Webster Open House, Saturday, August 16, 2014, 1:00pm- 4:00pm to coincide with Village Days, all were in favor and carried.

Motion Trustee Lancy, Seconded by Trustee Ippolito Jr. that: The following 2014-2015 Village of Webster policies are adopted as written in these sections of the Policy Manual and shall be effective June 1, 2014:

Investment Policy: Section 5-3
Procurement Policy as amended: Section 5-2
Prevailing Fee Schedule: as amended Section 4-1
Payment in Advance of Audit of Claims: Section 5-6
Credit Card: Section 5-5
All were in favor and carried.

Motion Trustee Byerts, Seconded by Trustee Lancy that: the following 2014-2015 Village of Webster policies are adopted as amended in these sections of the Policy Manual and shall be effective June 1, 2014:

Definitions: Section 1-5
Meeting Dates, Times and Locations for Boards: Section 2-2
Process to Change Dates and Cancel Meetings: Section 2-3
Open to the Floor Section at Village Board Meetings: Section 2-5
Organizational Chart: as amended: Section 6-1
Compensation: Section 6-2
Expense Reimbursement: Section 6-15
Personnel File: as amended: Section 6-28
Cell Phone Use: Section 6-35
Vacation Time: Section 8-3
All were in favor and carried.

Village Meetings

Motion Trustee Ippolito Jr., Seconded by Trustee Lancy that: Village Meetings be conducted according to section 2-2 of Policy Manual; Regular Village Board meetings will be the 2nd and 4th Thursday of each month; meetings of the Planning Board will be on the 1st Thursday and Zoning Board 3rd Thursday of each month, all were in favor and carried.

Motion Trustee Byerts, Seconded Trustee Ippolito Jr.: To Change the Following Meeting Dates:

Workshop Meetings
May 6, 2014 moved to April 29, 2014
October 7, 2014 moved to September 30, 2014
January 6, 2015 moved to December 30, 2014

Board Meetings
July 10, 2014 moved to July 2, 2014
November 27, 2014 moved to November 25, 2014
December 25, 2014 moved to December 23, 2014

Planning Board Meetings
July 3, 2014 moved to July 2, 2014
January 8, 2015 moved to January 7, 2015
All were in favor and carried.

Boards and Funded Organizations

Motion Trustee Byerts, Seconded by Trustee Ippolito Jr. that: The policies regarding Boards and Funding organizations will be adopted as written in sections 2-12 and 2-13 of the Village Policy Manual, all were in favor and carried.

Village Board Liaison Assignments

Motion Trustee Ippolito Jr., Seconded by Trustee Byerts that: The following liaison assignments are in place until the Village Board Organizational Meeting in 2015:

Webster Community Coalition for Economic Development (WCCED)	**Mayor Cahill**

Village Band	**Mayor Byerts**
Town Board, Chamber of Commerce, other Government	**Mayor Cahill**
School Board	**Trustee Byerts**
Village Hall	**Mayor Cahill**
Webster Police	**Trustee Balcaen**
Senior and Disabled Committee	**Trustee Balcaen**
Sewer Department	**Trustee Cahill**
North East Joint Fire Department	**Trustee Ippolito Jr.**
Fire Counsel and other Fire related public organizations	**Trustee Ippolito Jr.**
Cable Channel 12	**Trustee Lancy**
Village Planning Board	**Trustee Lancy & Trustee Byerts**
Village Zoning Board	**Trustee Byerts**
Webster Museum and Historical Society	**Trustee Lancy**
Historic Preservation Commission	**Mayor Cahill &Trustee Lancy**
Parks and Recreation Committee	**Trustee Ippolito Jr.**
Senior Bus Program (WASPS)	**Mayor Cahill**
Friends of the Trails	**Mayor Cahill**

All were in favor and carried.

Next Organizational Meeting

Motion Trustee Lancy, Seconded by Trustee Byerts that: The next organizational meeting will occur on, April 9, 2015 at 7:30PM prior to the regularly scheduled Board meeting, all were in favor and carried.

Regular Meeting

Village of Webster
Village Board Meeting
April 10, 2014

Webster Community Meeting Hall
29 South Avenue
Webster, NY 14580

Present: Mayor Cahill, Trustee Byerts, Trustee Ippolito Jr., Trustee Lancy and Attorney Don White
Late Arrival: Trustee Balcaen, 8:20pm

Public Comment

Richard Walter - 28 Elm Street- Apologized to Jake Swingly, Superintendent, and his crew for filing a complaint regarding the condition of the small meeting room. He stated his complaint is with management and not with Swingly, his crew, or any other office staff.

Robert Steinorth - 25 Dunning Avenue- Questioned the Board and asked for an appeal to the State DOT in regards to the paving of Main Street from Friendly's Restaurant through to Phillips Road. Mayor Cahill said this part of Main Street was scheduled to be milled and paved next summer but he would contact Senator Nazzolio and ask if it could be changed.

Peter Elder - 59 Dunning Avenue- Commented that the amended change in Policy 2:3 related to Process to Change Dates and Cancel Meetings does not address who can actually cancel the meeting. Elder also added, on the 2014-2015 Fee Schedule, he does not agree with the increase in Parks and Recreation Fee for new build construction. He said the fee was kept minimal as an incentive to build in the Village verses the Town.

Eric Reynolds - 64 Kircher Park- Questioned the Board about a human rights investigation against the Mayor and the Village of Webster. He asked if there was an attempt to settle the case and has the Board discussed this in an Executive Session. Mayor Cahill responded there is a human rights investigation and the Board has not, as of yet, had an Executive Session to discuss the proposed settlement because there hasn't been a Board Meeting since the investigative meeting.

Village Board Business

Motion Trustee Ippolito Jr. and Seconded by Trustee Lancy to approve the Village Board Workshop minutes from April 1, 2014, all were in favor and carried.

Motion Trustee Byerts and Seconded by Trustee Ippolito Jr. after personal review of claims by Trustee Byerts and Mayor Cahill to accept claims totaling: General - $18,199.70, Water - $601.60, Trust & Agency $280.64, and Prepaid - $28,700.08, all were in favor and carried.

Jamie Allman, Village Treasurer, presented the Preliminary 2014-2015 Budget to the Board and public. She presented a slide show with a pie chart to explain estimated revenues and budget appropriations. She said the plan is to close the Water Department books on May 31, 2014. The

auditors will help with the sale and transfer of equipment, vehicles and reserves. There will be ongoing revenues from the sale of assets and cell phone tower lease revenue. Certain expenses will also be ongoing like insurance for retirees and all these have been factored into the preliminary budget. The projects not factored in are the decommissioning of the wells, selling of the property and relocating cell phone antennas. She said there is not a time frame or a dollar amount set for these projects. She will create a capital reserve from an existing repair reserve to help pay for the decommissioning of the wells. Certain expenditure lines that were divided between two budgets, water and general, will now be combined into one line on the general budget. For example the Board's salaries look like they have taken a raise, but they have not because the 25% that was allocated to the water budget is now 100% on the budget general. The proposed tax rate for 2014-2015 will remain at $2.22 per thousand.

Mayer Cahill opened the public hearing on the Preliminary 2014-2015 Budget at 8:23 p.m.

Donna Rickard - 68 Lapham Park- Questioned the Board about the budget and asked what percentage is the Sewage Treatment Plant and in the future will residents always have to fund the plant. Jamie Allman responded that the Sewage Treatment Plant is part of Home and Community Services and the dollar amount consists of $562,000.00. Jake Swingly, Superintendent, also responded there is an Engineering Study related to the Plant but there will always be a cost associated with it or residents will always have to fund the plant. Mrs. Rickard also expressed her gratitude to the Board for the water change.

Peter Elder - 59 Dunning Avenue- Questioned the Board about increases in Board salaries, cable fees, water bills and a proposed sewer usage tax that will be called a fee. Mayor Cahill said compared to twenty years ago when the Mayor was paid $9,521.00 and each Trustee was paid $4,761.00. Today the Mayor is paid $9,804.00 which is an increase of $283.00. Currently each Trustee is paid $4,902.00 which is an increase of $141.00. Over twenty years the salaries have not even kept up with inflation.

Robert Steinorth- 25 Dunning Avenue - Questioned the Board about Sewer Department Fees, and asked if Barrett Drive would be paved before the construction of the medical building. Mayor Cahill responded, it is too early to talk about fees for the sewage treatment plant and it will not happen in this budget. Jake Swingly, Superintendent, said part of Barrett Drive is a state owned road. He said according to the DOT and the road is scheduled for paving this summer but he is not sure if it will be before construction.

Wayne Conklin - 36 Kathrene Court- Questioned the Board about healthcare expense and wanted to know if the employees pay a percentage and if not can that be changed. Mayor Cahill said the union contract is up in 2016. This healthcare contract was negotiated in 2009 and according to that contract we pay 100% of the insurance rate and set up a health savings account which can be used to pay the deductible. Jake Swingly, Superintendent, said at the time it was negotiated there was a considerable savings for the Village taxpayer.

Gordon Harley - 240 London Road- Questioned the Board about gross utility tax and wanted clarification that it was a 1% tax on the gross utility including electric and cable television. He also asked if the Village looked into buying electric from the town of Hilton as an alternative to RG& E. Jamie Allman, Village Treasurer, said the utility tax is only on the utilities and the cable television is included on cable franchise fee. She added if you have satellite you do not pay the fee. Mayor Cahill said it would be a possibility to look at Hilton for an electric supplier.

Mayor Cahill closed the public hearing on the 2014-2015 Preliminary Budget at 9:05 p.m.

Attorney

Don White, Attorney, thanked the Board for his reappointment.

Office

Jamie Allman, Village Treasurer, discussed a variety of Energy Suppliers in order to enlighten the Board on comparative rate shopping. Allman said the rates are constantly changing like the stock market. Noco is our current supplier and although we have been satisfied with their service, now would be the time to switch suppliers with our one year agreement ending soon. Allman has contacted Noco, and the two MEGA (Municipal Electric and Gas and Alliance) Energy Program bid winners; Integrys and Hess. The Board will make a decision next meeting after Allman contacts the village of Hilton.

Motion Trustee Balcaen and Seconded by Trustee Lancy to Authorize Judy Gurnett to attend training classes "Local Government Workshop" at a cost not to exceed $75.00, all were in favor and carried.

Department of Public Works

Superintendent Swingly informed the Board that he received news that the CHIPS funding has increased by $7,500.00 for road improvements. Superintendent also gave an update on the auctioned vehicles. He said the Blazer, W-8, sold for $4,200.00. The walk-in utility truck, W-12, sold for $9,500.00. Swingly said we rejected a bid of $8,250.00 on the truck with the crane, W-11, because the bid was not high enough. He said he would like to sell it outright but if it does not sell he will send it back to the auction.

Call In

Jack Dewolf - 249 Dunning Avenue- Questioned the Board and wanted to know the location of the well fields and asked if the water tower would be taken down and a cell tower put in its place. Mayor Cahill said the well field is located on Dewitt Road. In our retail lease agreement with Monroe County Water Authority they would take down the small water tank at their expense. We can then use the property to erect a cell tower and utilize the antennas from the water tank to put on the new cell tower. We have three years to do this and we are investigating this project.

Adjournment

Motion Trustee Ippolito Jr. and Seconded by Trustee Balcaen to adjourn the meeting at 9:25 pm, all were in favor and carried.

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Josette Amalfi, Village Clerk John J. Cahill, Mayor