

## **Village of Bloomfield Board of Trustees Meeting of September 27, 2017**

Present were Mayor Mark Falsone, DPW Supervisor Brian Rayburn and Trustees, Gail Harrington and Dave Conklin, Dan Morley and Scott Kimball.

**September Board Meeting** opened at 5:30

**Minutes:** The minutes of the August meeting were approved as amended.

### **Mayor's report:**

1. Resolution for Halloween to be on October 31<sup>st</sup> from 5pm-9pm. Trustee Harrington seconded and the motion was carried.
2. I9 Design will be creating an estimate for rebuilding/recreating the website for the Village of Bloomfield based off of wish list created by office employees. Website will most likely be similar to the Town of Bristol.
3. The hard drive on the desktop computer has become antiquated. To replace the hard drive would cost roughly between \$200-300. A new system would cost roughly \$700. Multiple quotes need to be acquired for further action.
4. The Mayor and DPW Supervisor Brian Rayburn met with NYS DOT representatives to discuss state approved improvements for the intersection of South Avenue and State Routes 5&20. The plan includes narrowing the roadway, creating more curbing and/or sidewalks as well as more crosswalks and better overall visibility. This will happen with Federal and State money, no funding from the Village required. Construction will begin in late spring/early summer of 2018.
5. The Elm's project has broken ground, though no building permits have been filed yet.
6. A parade permit has been submitted and approved for BCS Homecoming weekend.
7. The Town water and sewer agreements will be sent to Fred tomorrow. It is \$6,000 less than last year. Water rate has remained the same.
8. A conduit was hit during Main Street Water Main Project and cut power to the Clock and Sign downtown. A company should be out next week to fix problem. Lights are off at Pickle Park; RGE needs to be contacted for further information.
9. Waiting for letter from Derek Brocklebank regarding a formal letter to send for the Reimbursement for Grant.
10. Clerk/Treasurer Kailee Faulkner is at a budgeting seminar today in Orchard Park, NY.

### **Clerk's report:**

1. Board reviewed monthly financial statements for September.
2. Abstract #4 (vouchers 111-150 and HA3-4) was audited and approved in the following amounts: General fund \$21,116.30, Water fund \$10,035.77, Sewer fund \$11,955.36 and Beautification fund \$86.07. The clerk and DPW supervisor declared that all services have been rendered and all goods have been received. Trustee Harrington motioned and Trustee Morley seconded and it was unanimously carried to pay the bills as presented.
3. Transfers: No transfers were done at this time due to books not being closed while waiting to do the AUD for 2016-2017 fiscal year.
4. Kathy Conradt and Jen Talbot from Ray Wagner has stepped in to help with the completion of the AUD.
5. Morsch Pipeline: Prior approval granted to make necessary fund transfers from water reserve and fund balance to create new fund and pay first bill.
6. Prior granted for Bond payment.

**CEO report:** Refer to attached document for written report. Ken Crane property had a drain and/or creek flow issue on private property which has since been fixed.

**Public works report:**

1. **Water:**

- The water project is well under way. The main pipeline has been completely installed, pressure tested, disinfected and sampled. House connections are scheduled to begin tomorrow. Once the connections are complete, there will be one more main connection on East Main Street and the old line will be completely abandoned. Paving will then take place.

2. **Sewer and WWTP:**

- Everything is operating well, no issues.

3. **Streets and Equipment:**

- Due to the water project, there has been damage to some underground electrical conduits which provide power to some downtown street lights as well as the sign and the clock. It is believed JD Electric from Victor will hopefully be repairing this next week. The greater majority of crosswalks were striped and reflective beads were added to the stripes. This should help night time visibility. The DPW will be cleaning up the site on East Main Street where drainage pipe was added, next week. It will then be top soiled and seeded. DPW Supervisor Brian Rayburn and Mayor Falsone have met with the NYS DOT to review a traffic and pedestrian safety improvement project they have scheduled for next summer at the intersection of State Street and South Avenue. There will be very little village DPW involvement in the project.

**Standing committees:** no reports

**Special Committees:** no reports

**Unfinished Business:**

Employee Handbook updates and edits: Add Columbus Day to Holiday List, as it is a Federal Holiday. Remove "pager" uses from page 10; cell phone use. Regarding weapons, DPW use of pepper spray for meter readings? Replace the word "weapons" with "firearms". Allow part time employees to accumulate sick time. Email the edited handbook to board members after changes are made.

**New business:**

Trustee Morley inquired about the Village's responsibility for a School Tax bill. The bill is in regards to a small parcel which holds a water main. It has been requested to follow up with the school via letter requesting the Village to not be held liable for said taxes. The tax bill amount is \$56.

**Adjournment:** The October meeting will be the fourth Wednesday, October 25th. Mayor motioned, Trustee Conklin seconded and it was unanimously carried to adjourn the meeting at 6:34 p.m.

Respectfully submitted,

Kailee Faulkner, Clerk/Treasurer