

**VILLAGE OF PERRY
VILLAGE BOARD MEETING MINUTES
JUNE 16, 2025**

A regular board meeting of the Village of Perry was held at the Village Hall, 46 North Main Street, Perry, New York at 7:30 pm on the 16th day of June 2025.

PRESENT:	Rick Hauser	Mayor
	Arlene Lapiana	Trustee
	Joel Bouchard	Trustee
	Richard Muolo	Trustee
	Sandy Lawrence	Trustee
ALSO PRESENT:	Christina Slusser	Village Clerk
	Samantha Marcy	Administrator
GUESTS:	Lorraine Sturm	Perry Herald

Mayor Hauser called the meeting to order at 7:30 pm and led in the Pledge of Allegiance.

PUBLIC COMMENT

No comments.

MINUTES

Trustee Lapiana made a motion to approve the minutes for June 2, 2025 which was seconded by Trustee Bouchard and carried unanimously.

RESOLUTION APPROVING THE APPOINTMENT OF BIL COMMITTEE MEMBER, MELANIE CASPER

BE IT RESOLVED that the Village of Perry Board of Trustees hereby approves the appointment of BIL Committee Member, Melanie Casper, which a term expiration of 4/6/2026.

BIL is the Building Improvement Loan Program which offers interest free matching grants for façade renovations and a larger component of up to \$25,000 of low interest funding for interior business space renovations. Mayor Hauser anticipates increased use of this program if up-front funds are needed for DRI renovations. The BIL balance is \$120,000 with about \$15,000 outstanding to collect on. Ms. Casper comes with a financial background through M&T Bank. Mayor Hauser made a motion to adopt the resolution approving the appointment of BIL Committee Member, Melanie Casper which was seconded by Trustee Muolo and carried unanimously.

RESOLUTION TO SUBMIT AN ENVIRONMENTAL PROTECTION FUND (EPF) GRANT APPLICATION FOR UPGRADES AT THE VILLAGE PARK

WHEREAS, the Village of Perry, herein called the "Applicant", after thorough consideration, has hereby determined that certain work, as described in its application and attachments, herein called the "Project", is desirable; and

WHEREAS, the New York State Office of Parks, Recreation and Historic Preservation provides funding for park improvements properties through the Environmental Protection Fund (EPF); and

WHEREAS, the Village of Perry would like to make improvements at the Village Park; and

NOW, THEREFORE, BE IT RESOLVED, that Samantha Marcy, is the representative authorized to act on behalf of all applicants in all matters related to grant funds for the Project. The representative is also authorized to: sign and submit the application; execute the contract; request payment advances and reimbursements; submit Project documentation; and otherwise act for all applicants in all matters related to the Project and to State assistance; and

BE IT FURTHER RESOLVED that the Village of Perry enthusiastically supports submission of an EPF grant for Village Park improvements; and

BE IT FURTHER RESOLVED that the Village of Perry will provide the required minimum 25 percent match toward the total project costs.

Trustee Lapiana made a motion to adopt the resolution to submit an EPF Grant application for upgrades at the Village Park. This motion was seconded by Trustee Bouchard and carried with all voting aye.

RESOLUTION AUTHORIZING DENTAL AND VISION INSURANCE PLANS WITH CSEA EMPLOYEE BENEFIT FUND FOR THE VILLAGE OF PERRY (GENERAL)

WHEREAS, the Village of Perry currently offers the General Unit employees and non-union employees with dental and vision insurance through CSEA Employee Benefit Fund; and

WHEREAS, the Village Administrator is recommending continuing with the current plans: Equinox Dental Plan and Platinum 12 Vision Plan at the employee contribution rates per the employee handbook and union agreements; and

NOW, THEREFORE BE IT RESOLVED, that the Perry Village Board of Trustees hereby approves the recommendation to continue offering the Equinox Dental Plan and Platinum 12 Vision Plan from July 1, 2025 through May 31, 2028; and

BE IT FURTHER RESOLVED, the Perry Village Board of Trustees directs the Village Administrator to execute any and all documents relative to the dental and vision insurance for the CSEA Employee Benefit Fund.

Trustee Muolo made a motion to authorize the dental and vision insurance plans with CSEA Employee Benefit Fund for the Village of Perry (General) which was seconded by Trustee Lapiana and carried with all voting aye.

RESOLUTION APPROVING MRB ENGINEERING AGREEMENT AMENDMENT NO. 1 FOR THE WATER TREATMENT PLANT IMPROVEMENTS PROJECT

WHEREAS, MRB has proposed Amendment No. 1 for Design and Additional Services for the Water Treatment Plant Improvements Project; and

WHEREAS, the requested increase is due to including the high lift pump station and raw water pump station and intake improvements to the project scope; and

WHEREAS, the requested increase is \$192,000 for design and \$75,000 for additional services; and

NOW, THEREFORE BE IT RESOLVED, the Village of Perry Board hereby approves Amendment No. 1 with MRB for services related to the Water Treatment Plant Improvements Project; and

BE IT FURTHER RESOLVED, the Village of Perry Board authorizes the Mayor to execute the agreement.

The MRB amendment cost is hourly not to exceed and is needed in order to proceed with bids but does not include construction administration or observation. Motion was made by Trustee Lapiana to adopt the resolution approving MRB Engineering Agreement Amendment No.1 for the Water Treatment Plant Improvements Project which was seconded by Trustee Muolo and carried with all voting aye.

RESOLUTION AUTHORIZING BUDGET TRANSFERS AND AMENDMENT TO THE 2024-2025 VILLAGE BUDGET

WHEREAS, the Village Administrator is proposing the following Budget Transfers to correct overspent accounts for the 2024-2025 fiscal year:

General Fund:

Increase:	A1110.1 (Village Justice – Pers. Serv.)	\$0.20
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Decrease:	A1110.11 (Village Justice – Clerk)		\$0.20
Increase:	A1420.1 (Law – Pers. Serv.)	\$0.16	
Decrease:	A1420.4 (Law – Contractual)		\$0.16
Increase:	A1440.4 (Engineer – Contractual)	\$815.69	
Decrease:	A1490.4 (Public Works Admin – Contractual)		\$815.69
Increase:	A1620.42 (Buildings – Utilities)	\$2,429.76	
Decrease:	A1620.41 (Buildings – Network)		\$2,429.76
Increase:	A1670.4 (Central Mail & Print – Contractual)	\$1,379.26	
Decrease:	A1680.4 (Data Processing – Contractual)		\$1,058.00
Decrease:	A1325.4 (Treasurer – Contractual)		\$142.02
Increase:	A1910.4 (Unallocated Insurance)	\$1,281.00	
Decrease:	A1920.4 (Municipal Association Dues)		\$1,281.00
Increase:	A3120.12 (Police – Part-Time)	\$1,888.68	
Increase:	A3120.4 (Police – Contractual)	\$9,262.73	
Decrease:	A3120.1 (Police – Full-Time)		\$11,151.41
Increase:	A3410.2 (Fire Department – Equipment)	\$1,945.70	
Decrease:	A3410.41 (Fire Department – Training)		\$1,945.70
Increase:	A5110.11 (Street Maintenance – Overtime)	\$1,874.61	
Increase:	A5142.4 (Snow Removal – Contractual)	\$114.52	
Increase:	A5132.4 (Garage – Contractual)	\$1,045.57	
Increase:	A5132.42 (Garage – Utilities)	\$1,890.91	
Decrease:	A5110.1 (Street Maintenance – Pers. Serv.)		\$1,874.61
Decrease:	A5110.4 (Street Maintenance – Contractual)		\$2,887.23
Decrease:	A5110.2 (Street Maintenance – Equipment)		\$163.77
Increase:	A7020.1 (Rec Admin – Pers. Serv.)	\$102.33	
Increase:	A7020.11 (Rec Admin – Overtime)	\$85.95	
Increase:	A7180.42 (Spec. Rec. Facilities – Utilities)	\$1,227.18	
Increase:	A7110.4 (Parks – Contractual)	\$6,558.07	
Decrease:	A7110.1 (Parks – Pers. Serv.)		\$4,973.53
Decrease:	A7110.2 (Parks – Equipment)		\$3,000.00
Increase:	A5182.4 (Street Lighting – Contractual)	\$5,892.52	
Increase:	A8160.4 (Refuse & Garbage – Contractual)	\$398.09	
Increase:	A8170.4 (Street Cleaning – Contractual)	\$657.00	
Increase:	A8540.4 (Drainage – Contractual)	\$774.00	
Increase:	A9060.8 (Hospital & Medical Insurance)	\$22,189.12	

Decrease:	A5110.12 (Street Maintenance – Seasonal)	\$24,296.87
Decrease:	A9040.8 (Workers Comp Insurance)	\$5,613.86

Water Fund:

Increase:	F1420.1 (Law – Pers. Serv.)	\$0.14
Increase:	F8320.4 (Source of Supply – Contractual)	\$8,225.20
Increase:	F8320.41 (Source of Supply – Utilities)	\$6,422.42
Increase:	F8330.4 (Water Purification – Contractual)	\$1,100.83
Increase:	F8340.4 (Water Transmission – Contractual)	\$728.74
Decrease:	F1990.4 (Contingency)	\$16,477.33

Sewer Fund:

Increase:	G1440.4 (Engineer – Contractual)	\$356.00
Increase:	G8110.4 (Sewer Admin – Contractual)	\$89.76
Increase:	G8120.2 (Sanitary Sewer – Equipment)	\$4,482.00
Increase:	G8130.2 (Sewage Treatment – Equipment)	\$1,121.38
Increase:	G8130.4 (Sewage Treatment – Contractual)	\$9,842.30
Increase:	G8130.41 (Sewage Treatment – Utilities)	\$12,795.56
Decrease:	G9060.8 (Hospital & Medical Ins)	\$13,034.24
Decrease:	G9030.8 (Social Security)	\$5,189.16
Decrease:	G8130.1 (Sewage Treatment – Pers. Serv.)	\$10,463.60

WHEREAS, the Village Administrator is proposing the following Budget Amendment to appropriately record funding received for the court JCAP grant:

Increase:	A3021 (JCAP Grant)	\$3,404.03
Increase:	A1110.41 (Village Justice – JCAP Grant)	\$3,404.03

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby authorizes the Village Administrator to make the above budget transfers for the 2024-2025 fiscal year; and

BE IT RESOLVED, that the Village Clerk shall provide a copy of this resolution to the Village Administrator.

Trustee Bouchard made a motion authorizing budget transfers and amendment to the 2024-2025 Village Budget which was seconded by Trustee Lapiana and approved unanimously.

**RESOLUTION AUTHORIZING ENCUMBRANCE OF FUNDS FROM THE 2024-2025
ADOPTED VILLAGE BUDGET TO THE 2025-2026 ADOPTED VILLAGE BUDGET**

WHEREAS, the Village of Perry Board of Trustees has adopted the 2024-2025 Village of Perry budget with certain appropriations relating to projects or orders that have begun in the 2024-2025 fiscal year but will continue into the 2025-2026 fiscal year; and

WHEREAS, it is necessary to encumber appropriations from the 2024-2025 Village of Perry budget into the 2025-2026 Adopted Village Budget for the items identified below:

Description	Amount to Encumber	2024-2025 Budget Account	2025-2026 Budget Account
General Fund:			
JCAP Grant	\$3,134.34	A1110.41	A1110.41
Village Hall Furniture	\$1,198.02	A1620.21	A1620.21
PD Equipment – Vests & Bike	\$8,151.34	A3120.1	A3120.4
FD Equipment	\$11,062.66	A3410.4	A3410.4
DPW Equipment	\$40,000.00	A5110.2	A5110.2
DPW Equipment – 5” blades	\$3,300.00	A5110.2	A5110.4
Snow Removal – Plow parts	\$3,380.00	A5142.4	A5142.4
Parks – Fence and sign	\$8,522.50	A7110.4	A7110.4
<i>Total General Fund</i>	<i>\$78,748.86</i>		
Water Fund:			
WTP – Equipment	\$2,238.08	F8330.2	F8330.2
GAC Filter #2	\$29,990.00	F8320.2	F8320.2
<i>Total Water Fund</i>	<i>\$32,228.08</i>		

WHEREAS, the items identified above totaling \$110,976.94 are deemed to be in process; and

NOW, THEREFORE BE IT RESOLVED, the Village of Perry Board of Trustees hereby directs the appropriations identified above be encumbered for the purposes herein specified and authorizes the Village Administrator to make the associated journal entries; and

BE IT FURTHER RESOLVED, that Village Clerk shall provide a copy of this resolution to the Village Treasurer.

Trustee Muolo made a motion to authorize the encumbrance of funds from the 2024-2025 budget to the 2025-2026 budget. This motion was seconded by Trustee Lawrence and carried with all voting aye.

CLERK/DEPUTY TREASURER REPORT

Abstract # 026
Summary by Fund

06/13/2025
15:18:51

Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND	3,663.61	37,376.66	41,040.27
F	WATER FUND	60.24	13,431.19	13,491.43
G	SEWER FUND	102.25	11,241.05	11,343.30
HB	LEAD SERVICE LINE REPLACEMENT		24,450.00	24,450.00
HF	WATER TREATMENT PLANT PROJECT		8,738.25	8,738.25
HS	CAPITAL PROJECT - SEWER IMPROV		828.00	828.00
JA	SILVER LAKE WATERSHED COMMISSI		56.67	56.67
TA	TRUST & AGENCY		2,076.00	2,076.00
Total:		3,826.10	98,197.82	102,023.92

Abstract # 002
Summary by Fund

06/13/2025
15:15:29

Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND	13,188.62	12,804.95	25,993.57
F	WATER FUND		4,335.63	4,335.63
G	SEWER FUND		864.59	864.59
TA	TRUST & AGENCY		728.20	728.20
Total:		13,188.62	18,733.37	31,921.99

Vouchers were audited by Trustee Muolo. Trustee Bouchard made a motion to approve abstract #26 (the last abstract of the 2024-2025 fiscal year), vouchers #2032-2109, in the amount of \$102,023.92 and abstract #2 (of the 2025-2026 fiscal year), vouchers #8-42, in the amount of \$31,921.99 2nd which was seconded by Trustee Lawrence and carried unanimously.

DEPARTMENT/COMMITTEE REPORTS

The following reports were reviewed: NYCLASS Statement dated 5/31/2025, Department Reports: Public Works, Water and Sewer, Police, and Property Maintenance.

PLANNING BOARD RECOMMENDATION – TRAILSIDE CAMPING

The proposed regulations should be reviewed by the Zoning Enforcement Officer and Fire Chief after recent amendments made by the Planning Board. Mention was made on

identifying a hydrant location to interested properties as well as having an emergency plan approved by the Fire Chief.

The policy should have consistent, clear language for Trailside Camp, Permanent Structure, and Seasonal Structure. Some of the changes in red refer to “seasonal structures.” It is the belief that all allowed structures must be permanent and seasonal. “Campsites” is not defined and should say “trailside camps.” After a final review by the Planning Board, Village Board, Zoning Officer, and Fire Chief, the policy will go to the attorney’s office.

The board questioned whether 100’ is far enough from property lines and asked if the Planning Board could do a study on eligible properties to see if 125’ were used, if it could still be a functional law.

TRUSTEE REPORTS

Trustee Lapiana attended the Fire Committee Meeting, reporting that there is a new air compressor in the bay, new gear came in, and the Fire Convention is this weekend. A report was provided by the Fire Chief showing a comparison of calls between last year and this year and last month vs. this month.

Trustee Muolo met with the Office Committee who talked about making updates to the fee schedule on a calendar year basis due to the timing of park rentals. The parking study was reviewed with consideration to issuing permits, with or without fees, and issuing to property owners who can distribute the passes to tenants. The idea of the parking study is to develop additional parking spaces downtown to accommodate growth and additional residential units. Trustee Lawrence will serve on the parking committee in place of former Trustee Kwiecien. The Office Committee continues to work on handbook amendments to ensure that the list of required policies as well as recommended policies are included.

Trustee Bouchard attended the Arbor Day celebration on Saturday. Kids who won the Poetree contest were given awards at school the day before and attended the celebration to read their poems. Dan Zerbe led a walk to Hope Cemetery for a tree discussion along the way.

With no further business, motion to adjourn was made by Trustee Lapiana at 8:34 pm which was seconded by Trustee Bouchard and carried.

Respectfully submitted,
Christina Slusser, Village Clerk