

The village of Cuba Board of Trustees held their monthly board meeting on Monday, December 14, 2015 at 7:00 pm in the Cuba Village Hall.

PRESENT: Mayor Lon Sweet, Trustees Douglas Rettig, Sr. and Michele Miller. Trustee Andrew Swift was not present.

ALSO PRESENT: Richard Hall, SPW, Diane Wilson, Clerk/Treasurer, Lori Sweet, Alan Murphy, Bolivar Central School and Ceirra Grimaldi, Cuba-Rushford School.

Mayor Sweet opened this meeting with the Pledge of Allegiance and welcomed everyone.

GUESTS: none to speak

MINUTES: The Board was copied on the minutes of the 11-9-15 Board Meeting. With no amendments to these minutes a **MOTION WAS MADE BY TRUSTEE MICHELE MILLER AND SECONDED BY TRUSTEE DOUGLAS RETTIG, SR. TO APPROVE THE MINUTES. ALL APPROVED.**

BILLS: The Board was given an Abstract of Vouchers to be paid this month. They were run on the new software system; there were some glitches which will be straightened out by next Board meeting. The following by funds are the amount of bills to be paid:

GENERAL FUND	\$31,941.25
WATER FUND	10,741.48
SEWER FUND	11,005.64

MAYOR SWEET AND TRUSTEE RETTIG, SR. REVIEWED THE VOUCHERS PRIOR TO THIS MEETING AND HAD QUESTIONS WHICH WERE ANSWERED PRIOR TO THIS MEETING. A MOTION WAS MADE BY TRUSTEE MICHELE MILLER AND SECONDED BY TRUSTEE DOUGLAS RETTIG, SR. TO PAY THE MONTHLY BILLS LISTED ABOVE.

POLICE REPORT: N/A

BUILDING INSP/CEO: Mr. Cummings report was discussed briefly and is on file.

ANIMAL REPORT: Ms. Botens submitted her report and this also discussed briefly. Trustee Miller stated that the cat situation is never ending.

PUBLIC WORKS: Rick submitted his report and went over it. In his report he informed the Board that there were 18 underground located this past month, two high band radios have been installed, Christmas decorations have been repaired and installed. Thanks to the Town of New Hudson for the use of their chipper. Water issues were taken care of as well as equipment repairs. Repairs were done to Truck 1 of which were new spark plugs, plug boots, which there is a lawsuit with Ford on this, so the Village should be get half of the money back for the repairs. New employee started November 16, 2015 and Rick, Jeff and Randy attended water meeting for C.E.U. credits.

Rick presented the following resolution to the Board:

**RESOLUTION
NYS DOT ANNUAL PERMIT**

WHEREAS, the New York State Department of Transportation requires Municipalities who maintain existing utilities or who need to make emergency repairs apply for an annual Maintenance Permit and provide proof of insurance before working on such.

WHEREAS, the Village of Cuba has applied for a work permit in that past and has utility lines that cross both State Route 446 and 305.

WHEREAS, the NYS DOT has provided an alternative to PERM 17. A Municipal Undertaking, for PERM 1. The PERM 1 satisfies insurance requirements, avoid bonding for some permits, and will be effective indefinitely, unless rescinded by municipality or the State. This will alleviate the requirement of filing the PERM 17 with the NYS DOT on a yearly basis.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees, has authorized the filing of the PERM 1, Municipal Undertaking, instead of filing the annual work permit and instead of obtaining PERM 17 Insurance Requirements annually,

This resolution was adopted with a **MOTION MADE BY DOUGLAS RETTIG, SR., TRUSTEE AND SECONDED BY MICHELE MILLER, TRUSTEE.**

ROLL CALL VOTE:

Mayor Lon Sweet	AYE
Trustee Douglas Rettig Sr.	AYE
Trustee Andrew Swift	NOT PRESENT
Trustee Michele Miller	AYE
Trustee (Vacant)	

I HEREBY, CERTIFY THAT THIS IS A TRUE COPY OF THE MINUTES FROM THE Board Meeting held on December 14, 2015 by the Village of Cuba, Allegany County, State of New York, board of Trustees.

CLERK/TREASURER: Clerk Wilson stated that she and the Deputy Clerk Bump have been working with the new software as well as tending to the day to day operations of the Village. They were hoping to have the abstract of vouchers to the board, but something didn't work right with the new system and we will be contacting the technicians Tuesday. Hoping to print water and sewer bills from the new system for the January billing quarter. Been putting in past payrolls in the new system. Clerk Wilson informed for the Board that Shut off notices for delinquent bills will no longer be mailed. Nothing in the Village code says we have to do this and between mailing out 200 a quarter takes too much time and expense. With new system we can notify by email or telephone and if not paid after 60 days, the crew will visit the delinquent water customer.

COMMITTEE REPORTS: none

MAYORS REPORT: Mayor Sweet informed the Board that he is appointing Lori Sweet to the vacant position until the next General Village Election in March, at which time she would have to run for office if still interested.

Mayor Sweet also said that he will be meeting with the union rep about some concerns.

NEW BUSINESS: none

OLD BUSINESS: none

A MOTION WAS MADE BY DOUGLAS RETTIG, SR. AND SECONDED BY MICHELE MILLER TO ENTER INTO EXECUTIVE SESSION FOR PERSONNEL ISSUES. APPROVED

TIME: 7:28 PM

A MOTION WAS MADE TO COME OUT OF EXECUTIVE SESSION

TIME: 7:45 PM

A MOTION WAS MADE BY TRUSTEE MILLER AND SECONDED BY TRUSTEE LORI SWEET TO INCREASE DEPUTY CLERK CORINE BUMP HOURS OF EMPLOYMENT TO 40 HOURS A WEEK.

WITH NO FURTHER BUSINESS TO DISCUSS A MOTION WAS MADE BY LORI SWEET AND SECONDED BY MICHELE MILLER. TIME: 7:47 PM

RESPECTFULLY SUBMITTED

D. WILSON