

Village of Bloomfield Board of Trustees Meeting of July 22, 2020

Present: Mayor Mark Falsone, Trustees: Dave Conklin, Gail Harrington and David Poole. Clerk/Treasurer Donna Wollschleger and DPW employee Richard Widman. Excused: Don Bowe.

Regular monthly meeting of July 22 opened at 5:30 with the pledge to the flag.

Privilege of the floor: Richard Widman Retirement

The Mayor told the Board that Rick had submitted his retirement letter to the Village and submitted his retirement to the NYS Retirement System effective 8/3/2020. The Mayor presented Richard Widman with a 20 Year Certificate for his service to the Village of Bloomfield and Rick was thanked by the Mayor and the Board for his years of service and dedication.

Minutes: The minutes of the June meeting were approved as submitted.

Mayor's report:

1. The Mayor received a call from resident Karl Smith about putting up a fence and asked if the fee could be waived for the permit. The Mayor told him he would have to submit something in writing for forgiveness. Nothing was received prior to the meeting. The Board will revisit it if he submits a request in writing. At this point, the fence is already up.
2. Update on the new lights from RGE per the June meeting. We received an update on the cost and it will be lowered by approximately \$3500.
3. The crosswalk sign that the school purchased has been installed on Oakmount Ave. near the school. Discussion was held on where the one the Village purchased would be installed. It was agreed upon by the Village Board that it would get installed on the West side of the Howard Ave. and Main St. intersection.

Clerk/Treasurer report:

1. Abstract #2 (vouchers 31-69), HB 7, TA 3-4) was audited and approved in the following amounts: general fund \$8,689.24; water fund \$7,672.26; sewer fund \$14,544.33; Capital Sewer Project \$18,187.50 and TA \$334.76. The clerk and the DPW supervisor (prior to the meeting) declared that all services have been rendered and all goods have been received. Harrington motioned, Poole seconded and it was unanimously carried to pay the bills as presented.
2. Tax collection update: 87% has been collected as of today 7/22/20.
3. Donna has closed the books for the 2019/20 year and submitted the May financials for review.
4. Donna continues to work on the financial reporting and will complete the AUD prior to the deadline of 7/31/20.
5. Reserves were increased per the budget and per the motions of the May 27, 2020 Board meeting based on fund balance at the end of the year.
 - a. Economical Development Reserve-\$3,800 per the budget
 - b. Insurance Reserve-\$10,000 per motion
 - c. Equipment Reserve-\$25,000 per budget and \$50,000 per motion
 - d. Highway Reserve-\$60,000 per motion
 - e. Technology Reserve-\$5,000 per motion
 - f. Water Reserve-\$12,351.07 per motion

6. Fund balance in the General fund increased by \$16,009.53
7. We used \$9,000 fund balance in the water department this year.
8. We used a total of \$120,265 fund balance in the sewer department for the year.
9. Sales tax for the 2nd quarter was down 23% from last year.
10. Donna has agreed to be in two different focus and test groups for the upcoming year. One is for the Annual Financial Reporting modernization project (AUD reporting) and the other for NYS taxes.
11. Donna gave a list of water meters to the Board that are currently not reading properly and are being estimated quarterly. The list has been given to the DPW for repair or replacement.

CEO report:

1. The monthly report was submitted for review and Mary Martin's barn was discussed. It has fallen in and appears to be a hazard. The fire department will be burning it down in the near future.

Public works report:

Water:

1. There was a significant water main break behind 58 Main St. the last week of June. The guys worked through the night and had the line repaired by 4:30am. This is one of the last sections of original water main.
2. The extended very warm weather brought some challenges as far as keeping up with the water demand. The rain has brought some needed relief.

Sewer and WWTP: no report

Streets and Equipment:

1. The new dump truck is almost complete. It is in the final build facility getting plow equipment mounted. Brian expects delivery in August.
2. One of two sidewalk signs are up and running. It is located on Oakmount.
3. Street work is ongoing.

Personnel:

1. Brian and the Mayor have sat down with a list of things they feel they need to fill the position for Rick Widman after his retirement. A discussion was held and Brian believes we should start the hiring process now.

Village Engineer: None

Village Attorney:

1. The Elms wanted a letter on letterhead that stated the assessment was based on 61 units. The attorney said we can't do that. It was agreed that the assessor can write a letter with the total assessment and the CEO and Mayor can write a letter stating that the project has been approved for 61 units.

Standing committees: no reports

Audit Committee: Dave Conklin and David Poole have agreed to audit the Treasurer's book this year.

Special Committees: Joint Comp Plan:

Unfinished Business: none

New business: none

Adjournment: The August meeting will be the fourth Wednesday, August 26, 2020. Mayor Falsone motioned, Trustee Conklin seconded and it was unanimously carried to adjourn the meeting at 6:41 p.m.

Respectfully submitted,

Donna Wollschleger,
Clerk/Treasurer