

## **Village of Bloomfield Board of Trustees Meeting of March 25, 2020**

Present: Mayor Mark Falsone, Trustees: Gail Harrington, Dave Conklin, David Poole and Don Bowe (Teleconference because of COVID-19 outbreak). Also present were DPW Supervisor Brian Rayburn and Clerk/Treasurer Donna Wollschleger. Everyone at meeting used safe distancing and sat at least 6' from one another.

The meeting was opened at 5:31 with the pledge to the flag.

**Minutes:** The minutes of the February 26 meeting were approved as submitted.

**Privilege of the floor:** None

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

1. The Mayor had a discussion with the Board about setting up a Technology Equipment Reserve.

**A motion was made by Mayor Falsone, seconded by Harrington to Create a Technology Equipment Reserve. No money will be put in it at this time but Reserve is established. All in favor-Aye, motion passed. See attached Technology Reserve Policy.**

2. At this time NYS Governor has ordered only essential business to be open and anyone that can work from home should be. Everyone must maintain at least 6' from one another and no more than 10 people in any space. Stay home, stay safe.
3. Due to the world pandemic of COVID-19 the State and Government have implemented policies allowing meetings to be held by teleconference, skype and other means to not have more than 10 people in a space and to practice social distancing. These are legal meetings and all Trustees are allowed to speak and vote even if not present.
4. The Mayor has been on several calls through Zoom with Ontario County Public Health and a team put together in our local community that are being led by Superintendent Andy Doell. These meetings are to keep everyone up to date on the current COVID-19 Pandemic conditions. The Superintendent said at this time they are feeding about 130 kids per day. Their food is being delivered by the bus drivers and they have a drive through set up at the school also.
5. Update on the "Elms Project". They are looking into new funding and because of this they need to sub-divide the property to separate out the buildings that are completed. This will have to go to the proper boards for approval. They are hoping to finish the project in the next 18 months.
6. The Mayor explained to the Board that he and Donna had a conversation that perhaps during this time of crisis we could waive the penalty fee for the April billing quarter for water/sewer. The board does not want to waive the fee but did agree to extend payment till 5/31/2020 before a penalty will be added. Donna will be sure it is in the newsletter so the community knows.

**A motion was made by Mark, seconded by Bowe to extend the penalty due date till 5/31/2020 for the April water/sewer billing cycle. All in favor.**

7. The Mayor presented the issue with the COVID-19 Pandemic going on and the chance that we might have to meet virtually next month and suggested we amend Chapter 6 Advance Approval of Claims.

**A motion was made by Gail, seconded by Conklin to amend Chapter 6 Policy to include the following: In the event of unusual circumstances or an emergency as determined by the mayor, the clerk/treasurer will be granted the authority to pay all outstanding claims of the Village of Bloomfield in advance of the Audit of Claims, prior to or in lieu of the Board of Trustee Meeting. The mayor will co-sign all checks after having reviewed the vouchers.**

8. The Mayor presented Brian Rayburn with his 30 Year certificate from NYCOM. The Board congratulated him and thanked him for his service.
9. The Mayor reported we received our Fiscal Stress scores and our numbers are outstanding. This year our fiscal stress score is a 5, last year a 8.3 (0-49 no designation) and our environment stress score remains steady at a 13.3 (0-29.9 no designation).

**Clerk/Treasurer report:**

10. Abstract #10 (vouchers 317-350, HB 1-2, TA 10) was audited and approved in the following amounts: general fund \$17,862.74; water fund \$8,071.19; sewer fund \$13,898.77; Capital Sewer Project \$137,574.50 and TA \$99.00. The clerk and DPW supervisor declared that all services have been rendered and all goods have been received. Conklin motioned, Bowe seconded and it was unanimously carried to pay the bills as presented.
11. The Financial Reports from February were submitted for review.

**CEO report:**

1. Monthly report was submitted for review.

**Public works report:** Brian stated that with the COVID-19 Pandemic and Governor orders they have split shifts and are keeping the plant covered every day. He and the Mayor are communicating every day.

**Water: No report**

**Sewer and WWTP:**

1. Sewer project contractors have been working with reduced staff. They have run into one delay with the MWBE electrical sub-contractor. He hopes to still meet DEC deadline.
2. UV system might be delayed as parts are still on the way.

**Streets and Equipment:**

1. Winter seems to be over and they will be working on spring cleanup.

2. They have been out replacing street signs.
3. Brian explained that because the guys are not working 40 hours because of the Governor's orders that no one will be paid for overtime even when working on the weekend unless they physically work over 40 hours. Everyone is still receiving a full paycheck.

**Budget Public hearing:** the public hearing was opened regarding the adoption of the 2020-21 Budget at 6:00 and the Mayor waived reading the legal notice. No one was present from the public and no written or phone comments were received regarding the budget.

1. Questions and comments on the budget: A discussion was held about our revenue and AIM money coming from NYS. Donna is concerned that the sales tax revenue could be 25% less than the current year because of the mall being shut down and all the businesses. She also doesn't know at this point if we will receive the AIM money until the Governor's budget comes out and is approved. She will monitor the revenue and we will have to make adjustments as we go through the coming months.

**Public Hearing was closed:** The Public hearing was closed at 6:12pm.

**Bowe made a motion to adopt the 2020-21 Budget; which was seconded by Harrington. The roll call vote was: Conklin-yes, Poole-yes, Bowe-yes, Harrington-yes, Falsone-yes and the 2019-20 Budget was adopted.**

**Village Engineer:** no reports.

**Standing committees:** no reports

**Special Committees:**

1. Comp Plan-Trustee Harrington stated the committee is expected to meet next week and will let us know when the joint meeting will be scheduled.

**Unfinished Business:**

**New business:** none

**Adjournment:** The April meeting will be the fourth Wednesday, April 22, 2020. Falsone motioned, Conklin seconded and it was unanimously carried to adjourn the meeting at 6:14 p.m.

Respectfully submitted,

Donna Wollschleger, Clerk/Treasurer