



VILLAGE OF BARKER BOARD OF TRUSTEES

Annual Organizational Meeting Minutes

April 7, 2025 7:00PM

Village Hall Meeting Room

Mayor Aaron Davis
Trustee Melanie Hirschman
Trustee Val DiTommaso
Trustee Alexander Detschner
Trustee Chloe Lee

In **Attendance:** Deputy Clerk-Treasurer Laurel Cantella, Town of Somerset Town Clerk Tracy Carmer, Cathleen Davis, Emerson Davis, Anya Davis, Neal Gordon, Julie Wilson, Kaylee Wakefield, Landon Wakefield. Absent from the meeting was Trustee Chloe Lee and DPW Superintendent Mark Remington.

At **7:00pm meeting was called to order** by Mayor Davis by administering the Pledge of Allegiance.

Somerset Town Clerk, Tracy Carmer **administered the oath of Office** to Mayor Aaron Davis, Trustee Hirschman.

Mayoral Appointments:

- Village Clerk-Treasurer: Amanda M. Detschner
- Village Deputy Clerk-Treasurer: Laurel Cantella
- Code Enforcement Officer: Mark Remington
- Village Historian: Amy Dewart
- Official Newspaper: Union Sun & Journal
- Village Attorney: Daniel Seaman, Seaman & Norris LLP
- Alternate Village Attorney: Thomas Caserta
- Village Engineer: Barton & Loguidice
- Registrar-Tracy Carmer
- Ethics Board-Kaylee Wakefield (exp. 3/31/202) 5 yr term with 2 remaining years
- Planning Board- Vacant (Expires 3/31/2027) 5 yr term with 4 remaining years
- Planning Board- Seanna Corwin-Bradley (Expires 3/31/2028) 5 yr term
- Planning Board-Vacant (Expires 3/31/2028) 5 yr term
- Zoning Board- Trent Kenny (Expires 3/31/2028) 3 yr term

Somerset Town Clerk, Tracy Carmer **administered the Oath of Office for the above Mayoral Appointments** present at the meeting.

Mayoral Assignments for the Board of Trustees:

- Deputy Mayor:** Val DiTommaso
- Mayor Davis-**Property Maintenance and Improvements
- Trustee Detschner-**Grant, Research, Policies and Procedures
- Deputy Mayor DiTommaso-** Fleet Equipment Maintenance and procurement
- Trustee Hirschman-**Parks, Recreation & Main Street Beautification/ Facebook

PUBLIC HEARING FOR THE TENTATIVE BUDGET FY June 1, 2025-May 31, 2026 was **opened at 7:06pm by Mayor Davis**. Mayor Davis gave a brief synopsis of the proposed budget and asked for public comment. No public comment was offered.

General Fund-\$455,165	Tax Rate at \$8.20 /M (thousand)
<u>Water Fund- \$116,762</u>	
TOTAL \$571,927	

A **motion to close the public hearing for FY 2025-2026 budget was closed at 7:07pm** was made by Trustee Hirschman and was seconded by Deputy Mayor DiTommaso.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried.

Resolution # 11-2025 Adoption of the FY 2025-2026 Budget and Set the Tax Rate

WHEREAS, the tentative budget for the fiscal year 2025-2026 has been duly presented to the Board of Trustees by the Budget Officer and

WHEREAS, a duly advised public hearing has been held thereon,

THEREFORE BE IT RESOLVED, pursuant to section 5-508 (4) of Village Law, that the said tentative budget as changed, altered and revised, be and hereby adopted as the Budget of the Village of Barker for the fiscal year 2025-2026

THEREFORE BE IT FURTHER RESOLVED that the tax rate for the fiscal year 2025-2026 budget be set at \$8.20 per thousand.

A **motion to adopt Resolution #11-2025** was made by Trustee Detschner and was seconded by Trustee Hirschman. The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried. Resolution Adopted.

Resolution #12-2025 Water Rate Increase

The minimum charge shall be \$90.00 charged per three month period and shall cover the cost of providing the first 5,000 gallons of water.

The next 30,000 gallons per three month period shall be charged at \$3.75 per 1,000 gallons of water consumed.

The next 65,000 gallons per three month period shall be charged at \$3.00 per 1,000 gallons of water consumed.

All water consumed over 100,000 gallons per three month period shall be charged at a rate of \$2.55 per 1,000 water consumed.

THEREFORE BE IT RESOLVED, that the Village Board of Trustees hereby sets forth these rates that take effect immediately, taking effect for the 2nd QTR 2025 billing cycle mailed July 2025.

A **motion to adopt Resolution #12-2025** was made by Trustee Detschner and was seconded by Deputy Mayor DiTommaso.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried. Resolution Adopted.

The **Sales tax** received for March 2025 was \$14,480.79 a decrease of \$285.21 from March 2024 and a year to date decrease of \$1412.87 from 2024 collections.

The **Approval of Minutes** for the Monthly Board Meeting March 10, 2025

Budget Meeting March 10, 2025

Special Meeting March 25, 2025

A **motion to approve the above minutes** was made by Deputy Mayor DiTommaso and seconded by Trustee Detschner.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried.

Election Results: A total of 28 ballots were cast on Tuesday, March 18, 2025 for the first election held in the new Village Hall building

Mayor: 2 year term

Aaron Davis 24

Write In: Bruce Eggert 1

Trustee: 2 year term-2 seats

Melanie Hirschman 26

Chloe Lee 24

Write In: Seanna Bradley 1

Write In: Herb Meyer 1

Resolution #13-2025 Investment Policy

This policy is on file with the Village Clerk-Treasurer

A **motion to adopt Resolution #13-2025** was made by Trustee Detschner and was seconded by Trustee Hirschman.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried. Resolution Adopted.

Resolution #14-2025 Procurement Policy

This policy is on file with the Village Clerk-Treasurer

A **motion to adopt Resolution #14-2025** was made by Deputy Mayor DiTommaso and was seconded by Trustee Detschner.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried. Resolution Adopted.

Resolution #15-2025 Ethics Policy

This policy is on file with the Village Clerk-Treasurer

A **motion to adopt Resolution #15-2025** was made by Trustee Hirschman and was seconded by Deputy Mayor DiTommaso.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried. Resolution Adopted.

Resolution #16-2025 Fund Balance Policy

This policy is on file with the Village Clerk-Treasurer

A **motion to adopt Resolution #16-2025** was made by Trustee Detschner and was seconded by Trustee Hirschman.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried. Resolution Adopted.

Resolution #17-2025 Work Place Violence Prevention Policy

This policy is on file with the Village Clerk-Treasurer

A **motion to adopt Resolution #17-2025** was made by Deputy Mayor DiTommaso and was seconded by Trustee Hirschman.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried. Resolution Adopted.

Resolution #18-2025 Sexual Harassment Policy

This policy is on file with the Village Clerk-Treasurer

A **motion to adopt Resolution #18-2025** was made by Trustee Detschner and was seconded by Trustee Hirschman.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried. Resolution Adopted.

Resolution #19-2025 Mileage Allowance

WHEREAS, the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their automobiles while performing their official duties on behalf of the Village of Barker; and

WHEREAS, the rate determined by the IRS may change throughout the year, at any point shall the rate of reimbursement change it shall change the reimbursement allowed under Village Policy, as well.

NOW THEREFORE BE IT RESOLVED,

Section 1. That the Board of Trustees shall approve reimbursement of such officers and employees at the rate of 70 cents per mile.

Section 2. That this resolution takes effect immediately.

A **motion to adopt Resolution #19-2025** was made by Trustee Hirschman and was seconded by Deputy Mayor DiTommaso.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried. Resolution Adopted.

Resolution #20-2025 Advanced Approval of Claims

WHEREAS, the Board of Trustees has determined to authorize payment in advance of audit claims for public utility services, postage, freight and express charges, and

WHEREAS, all such claims shall be presented at the next regular meeting for audit; and

WHEREAS, the claimant and officer incurring or approving the same shall be jointly and severally liable for any movement disallowed by the Board of Trustees;

NOW THEREFORE BE IT RESOLVED,

Section 1. That the Board of Trustees authorizes payment in advance of audit claims for public utility services, postage, freight and express charges and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

Section 2. That is resolution shall take effect immediately.

A **motion to adopt Resolution #20-2025** was made by Deputy Mayor DiTommaso and was seconded by Trustee Detschner.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried. Resolution Adopted.

Resolution #21-2025 Attendance at Schools and Conferences

WHEREAS, there is to be held during the coming fiscal year:

New York State Conference of Mayors (NYCOM) Fall Training School for Board members and Clerks

New York State Conference of Mayors (NYCOM) Public Works Training School

New York Association of Local Government Records Officers (NYALGRO)

Niagara County Municipal Clerks Association meetings (NCMCA)

Niagara County MuSIP Ad Hoc Advisory Committee

Niagara County Association of Town Highway Superintendents

Western New York Water Works Association

New York Rural Water Association (NYRWA)

Western New York Fire Marshall's Inspectors Association

Niagara Frontier Building Officials Association

Finger Lakes Building Officials Association

Western Southern Tier Building Officials Association

New York State Municipal Finance Officers Association (NYSSMFO)

New York State Office of the State Comptroller (NYS OSC)

New York State Association of City and Village Clerks (NYSACVC)

New York State and Local Retirement System (NYSLRS)

New York State Association of Tax Receivers & Collectors (NYSTRC)

International Municipal Clerks (IIMC) Approved Institute

International Municipal Clerks (IIMC) annual conference

WHEREAS, it is determined by the Board of Trustees that attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality;

NOW THEREFORE BE IT RESOLVED:

That the Superintendent of Public Works, Clerk-Treasurer, Deputy Clerk-Treasurer and Building Inspector be authorized to attend these previously names meetings with the understanding that their primary responsibilities to the Village are met. This resolution shall take effect immediately.

A **motion to adopt Resolution #21-2025** was made by Trustee Hirschman and was seconded by Deputy Mayor DiTommaso.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried. Resolution Adopted.

Resolution #22-2025 Designation of Official Depository

WHEREAS, the Board of Trustees of the Village of Barker has determined that Village Law 4-412(3)(2) requires the designation of the banks or trust companies for the deposit of all Village monies;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees of the Village of Barker does hereby designate M&T as the depository of all money received by the Village Clerk-Treasurer

Section 2: That this resolution shall take effect immediately.

A **motion to adopt Resolution #22-2025** was made by Trustee Detschner and was seconded by Deputy Mayor Hirschman. The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None

ABSENT-Lee Motion Carried. Resolution Adopted.

Resolution #23-2025 Authorizing the Official M&T Bank signers

WHEREAS, The Village of Baker has designated M&T Bank as the official depository of all money received by the Village Clerk-Treasurer on April 7, 2025 by Resolution #22-2025;

NOW THEREFORE BE IT RESOLVED:

Section 1: That following are authorized signers to all Village accounts at M&T Bank

Mayor- Aaron Davis

Clerk-Treasurer- Amanda M. Detschner

Deputy Clerk-Treasurer- Laurel Cantella

Section 2: That this resolution shall take effect on April 8, 2025

A **motion to adopt Resolution #23-2025** was made by Deputy Mayor DiTommaso and was seconded by Trustee Detschner.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried. Resolution Adopted.

Resolution #24-2025 Setting the Monthly Meetings of the Village of Barker Board of Trustees, regular work sessions and setting the Annual Organizational Meeting

WHEREAS, the Village of Barker Board of Trustees meets on a monthly basis; and

WHEREAS a regular time and day for these meetings is necessary to provide public attendance

THEREFORE BE IT RESOLVED that the first Monday of the month is hereby established as the regular work session at seven o'clock PM in the Village Hall and

THEREFORE BE IT RESOLVED that the monthly meetings of the Village of Barker Board of Trustees shall be held on the second Monday of each month at seven o'clock PM in the Village Hall Meeting Room, 8708 Main Street, Barker;

THEREFORE BE IT FURTHER RESOLVED that the annual organizational meeting of the Village of Barker Board of Trustees shall be held on the first Monday of April at seven o'clock PM replacing the regular Board Meeting for April.

A **motion to adopt Resolution #24-2025** was made by Deputy Mayor DiTommaso and was seconded by Trustee Hirschman.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried. Resolution Adopted.

Resolution #25-2025 Procedure for Calling Special Meetings

WHEREAS. It is not uncommon for special meetings to be necessary in the addition to the regular meetings of the Village of Barker Board of Trustees, and

WHEREAS, it is necessary, as well, to have a procedure for calling such meetings, and

WHEREAS, it is also necessary to notify the public and the news media of these special meetings,

THEREFORE BE IT RESOLVED, that these special meetings may be held at the request of the Mayor alone and/or at the request of two or more Trustees, and

THEREFORE BE IT FURTHER RESOLVED that the Clerk-Treasurer will notify each member individually and that in the absence of the Clerk-Treasurer, the Mayor will provide the notification and

That this resolution shall take effect immediately.

A **motion to adopt Resolution #25-2025** was made by Deputy Mayor DiTommaso and was seconded by Trustee Hirschman.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried. Resolution Adopted.

A **motion to adopt the Park/Pavilion Use Policy and Form** as written, effective April 7, 2025 was made by Trustee Detschner and was seconded by Trustee Hirschman.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried.

Unpaid Water- Authorize the Clerk-Treasurer to collect unpaid water rents, delinquent as of April 1st, 2025 by sending the outstanding amounts to Niagara County Department of Real Property for placement on the Village Tax Roll. The total unpaid amount as of April 1, 2025 is \$12,825.71.

A **motion to authorize the Clerk-Treasurer to re-levy unpaid water onto the Village tax roll in the amount of \$12,825.71** was made by Trustee Detschner and was seconded by Deputy Mayor DiTommaso.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried.

Unpaid Extra Garbage Cart Fee- Authorize the Clerk-Treasurer to collect unpaid extra garbage cart fees (additional carts requested by Village residents above and beyond the free tote provided by the Village), delinquent as of April 1st, 2025 by sending outstanding accounts to Niagara County Department of Real Property for placement on the Village Tax Roll as an miscellaneous charge. Three septate notices have been sent to residents who currently have unpaid fees. The total unpaid amount as of April 1, 2025 is \$250.00 from three residents.

A **motion to authorize the Clerk-Treasurer to collect unpaid extra garbage cart fees in the amount of \$250.00** onto the Village tax roll was made by Trustee Hirschman and was seconded by Trustee Detschner.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried.

Approve the purchase of 4- 6ft commercial picnic tables for the David Barker Park Pavilion:

Amazon: Global Industrial Products-Red color- \$819.64 x4= \$3,278.56 Free shipping

Uline: \$1025 x4= \$4100.00 plus shipping \$404.89

Global Industrial Products- \$855 x4= \$3,420.00 plus shipping \$498.99= \$3,918.99

A motion to approve the purchase of 4- 6ft commercial picnic tables for the David Barker Park pavilion from Amazon-Global Industrial Products in the amount of \$3278.56 was made by Deputy Mayor DiTommaso and was seconded by Trustee Hirschman.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried.

Approve the purchase of 3- 8ft benches for in front of the Village Hall/ Library Building:

Jamestown Advanced Products: \$881.97 x3= \$2645.91 plus shipping \$486.72 = \$3,132.63

Amazon: 8ft Commercial Outdoor slat Bench- \$2077.60 x3= \$6232.80 Free Shipping

Barco Products: 8ft Traditional Recycled Plastic Commercial Bench- \$895.00 x3=2685.00 -plus shipping

A motion to approve the purchase of 3- 8ft benches from Jamestown Advanced Products in the amount of \$3278.56 was made by Trustee Detschner and was seconded by Deputy Mayor DiTommaso.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried.

A motion to **Approve the expenditure of updating the Village Code Books** through supplements provided by General Code not to exceed the amount of \$1905.00 was made by Trustee Hirschman and was seconded by Deputy Mayor DiTommaso.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried.

A motion to **Authorize Mayor Davis to execute the letter of engagement with Tronconi Segarra & Associates LLP** to assist the Clerk-Treasurer in filing the Annual Financial Report (AFR) with the NYS Office of the State Comptroller for FY 2024-2025 was made by Deputy Mayor DiTommaso and was seconded by Trustee Detschner.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried.

The **Clerk-Treasurer's Financial Reports** were reviewed and accepted by the Board of Trustees.

- ✓ Water bills will be mailed April 9th and are due May 12th without penalty
- ✓ Spring 2025 Newsletters will be prepared shortly and will be mailed when the Annual Drinking Water Quality Report is finalized after it is sent by Niagara County. Any contributing articles please remit by April 14, to date no word on when the ADWQR will be released
- ✓ The Village continues to experience vast discrepancies between the new water software from gWorks and the functionality of the old software UB Max. I can't process water bills for this upcoming quarter until gWorks support gets back to me because the re-levy process had to be done individually and when I tried to wipe the amount from showing up on future bills it stated our software isn't set up for that. It's been extremely frustrating process trying to get water reads, which had to be done with paper and pencil this quarter because gWorks doesn't have software that uploads the reads like UB Max. I've spent hours this past week trying to get everything to no avail.

The **Public Works Report** was reviewed and accepted by the Board of Trustees.

The **Code Enforcement Report** was reviewed and accepted by the Board of Trustees.

1 permit- porch

Correspondence:

Charter Communications Upcoming Programming Changes- March 27, 2025
Charter Communications Upcoming Programming Changes- March 27, 2025
NYS DEC Urban Forestry Flyer- May 1, 2025 in Rochester NY- Electrical Hazard Awareness
NC Gallonage Report

Approval of Claims and Bill Payment: Abstract 011 Voucher #'s 406-443
General Fund-\$15,615.85 Water Fund-\$4,778.54 T&A Fund-\$1,500.00 \$TOTAL \$21,894.39

A motion to approve the above claims and bill payment audited by the entire Board of Trustees present was made by Deputy Mayor DiTommaso and seconded by Trustee Detschner.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried.

Budget Transfers:

A1325.43 CT Training \$500.00 to A1325.42 Clerks Supplies
A1410.4 Dep CT Contractual \$500.00 to A1620.42 VH Heat
A1640.43 DPW Garage Vehicle Maintenance \$1500.00 to A1620.44 VH Contractual
A1640.41 DPW Garage Gasoline \$400.00 To A1640.44 DPW Heat
A1640.41 DPW Garage Gasoline \$500.00 to A1640.45 DPW Garage Miscellaneous
A51104 Street Maintenance \$200.00 to A3620.4 Building Inspector Contractual
A5130.2 Machinery \$500.00 to A5010.4 Street Administration Contractual
A5410.4 Sidewalks Contractual \$3000.00 to A5182.4 Street Lighting Contractual
A9010.8 State Retirement \$1000.00 to A1325.44 Code Publishers
A1990.4 Contingency \$6000.00 to A5110.4 Street Maintenance Contractual
F1990.4 Contingency \$5000.00 to F8320.4 Source of Supply Contractual
F9010.8 State Retirement \$184.00 to F8340.4 Transmission & Distribution Contractual
F9055.8 Disability Insurance \$20.00 to F8340.4 Transmission & Distribution Contractual

A motion to approve the above budget transfers was made by Trustee Hirschman and was seconded by Trustee Detschner.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried.

Public Comment was offered by:

Neal Gordon: Stated the Board is doing a good job.

Board Comment was offered by:

Trustee Detschner: Welcomed everyone in attendance and to the newly installed Mayor and new Trustees.

Trustee Hirschman: Stated she looks forward to working with Mayor Davis

Deputy Mayor DiTommaso: Stated he looks forward to working with everyone and looks forward to this upcoming year

Mayor Davis: Thanked everyone for coming out to vote and trusting him to lead the Village

A motion for **adjournment was made at 7:25pm** by Trustee Detschner and was seconded by Deputy Mayor DiTommaso.

The previous was ADOPTED. AYES-4-Davis,Detschner,DiTommaso,Hirschman NAYS-0/None ABSENT-Lee Motion Carried.

Next work session will be Monday, May 5, 2025@ 7:00pm @ Village Hall meeting room, 8708 Main Street
Next regularly scheduled meeting will be Monday, May 12, 2025 @ 7:00pm in the Village Hall meeting room

Respectfully Submitted,

Amanda M. Detschner, CMC/RMC/CMFO
Clerk-Treasurer