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The meeting of the Board of Trustees of the Village of Avon was held at the Avon Village Hall, 74 Genesee Street, Avon, New York on Monday, February 4<sup>th</sup>, 2008.

Present: Thomas Vonglis, Mayor  
William Zhe, Trustee  
Mark McKeown, Trustee  
Philip Swanson, Trustee  
Thomas Freeman, Trustee

Staff: Patty Baker  
Ryan Colvin  
James Carney  
John Barrett

Visitors: Josh Williams  
Jillian Stephenson

Mayor Vonglis opened the meeting at 5:30 p.m. with the Pledge of Allegiance.

## **EXECUTIVE SESSION:**

Upon a motion made by Trustee Zhe, the Board went into executive session at 5:30 pm to discuss personnel issues. Trustee Freeman seconded the motion and the Board exited executive session at 6:00 pm. The motion was carried by a unanimous vote.

## **FINGERPRINTS:**

Trustee Swanson offered the following resolution and moved for its adoption:

### **RESOLUTION**

WHEREAS, the Avon Police Department currently provides the service of “fingerprinting” at no charge; and

WHEREAS, the Livingston County Sheriff’s Office currently provides the service of “fingerprinting” on a certain time schedule and at a certain rate of fee; and

WHEREAS, the service of “fingerprinting” for the Village of Avon has become increasingly more frequent; it is further

RESOLVED, that effective immediately, the Village of Avon shall commence charging for the service of “fingerprinting” for all non-Village residents at the same rate of fee as the Livingston County Sheriff’s Office, and it is further

RESOLVED, that all Village residents shall continue to receive the service of “fingerprinting” free of charge, and it is further

RESOLVED, that all monies derived from said “fingerprinting” fee shall be deposited in the General Fund in total.

Trustee Zhe seconded the motion and it was carried by the following vote:

William Zhe, Trustee	Voting	Yes
Mark McKeown, Trustee	Voting	Yes
Philip Swanson, Trustee	Voting	Yes
Thomas Freeman, Trustee	Voting	Yes

## **MUNICIPAL CODE BOOK UPDATE:**

Code Enforcement Officer Cappello and Deputy Code Officer Rodamaker addressed the Board with suggestions for updating the current code book. The following suggestions were made:

1. A definition for pergolas, gazebos, etc., be added as follows:  
Accessory use or structure-A use or structure subordinate to and located on the same lot as the principal use or building and serving a purpose customarily incidental to the use of the principal building.
2. Add accessory structure to our code where accessory building is now used.
3. Our zoning requirements for the Village View subdivision does not allow for accessory buildings on lots less than 20,000 square feet. I recommend that we follow the Anderson Meadows subdivision requirement of 10 feet side and rear setbacks over 144 square feet accessory buildings, and 8 feet side and rear setbacks under 144 square feet accessory buildings.
4. The code does not refer to exterior wood burning stoves and needs to address the use of these appliances.

If the Board is in agreement with the proposed changes, the following steps need to be followed:

- Proposed change is reviewed by the pertinent department involved, i.e.. Fire Department; Police Department; Planning Board; Park Commission, etc.
- The final version is submitted to the Village Board for review.
- The Village Board takes the suggestions under consideration and if deemed appropriate, direction is given to the Village Attorney to formulate the proposed law on the necessary forms and schedule a public hearing.
- At the public hearing, the proposed law is changed, passed or denied.
- If the proposed law is changed at the public hearing (other than minor changes) it requires another public hearing.
- If the proposed law is passed by the VB, the Village Attorney files with the Secretary of State and the law becomes effective after 20 days from the date of filing.
- Then the code book is updated.

Based upon the changes being proposed, the Board directed the Code Officers to do some research regarding their proposals with other Villages and submit their proposed changes to the Planning Board for their review and comments.

## **DEPARTMENT OF PUBLIC WORKS:**

Superintendent Barrett updated the Board on the status of his department by reviewing the current open projects and his proposed projects for next year as follows:

### ***OPEN PROJECTS 2007-08:***

The following projects have been completed:

- Paving of Sprint Street
- Slurry seal of Reed Street
- Sidewalk repairs and Linden Street
- PH meter replaced at Water Plant
- Cut Off Saw and plate tamper purchased
- HVAC in Village Hall completed
- Flat Bed for the new truck purchased
- Sidewalk tractor purchased
- Paved the skating rink
- Purchased new Christmas wreaths

The following projects are in progress:

Village Building renovations  
Getting quotes on salter insert and new box for dump truck  
Sewer lines through the park are done with the exception of the grading  
Electrical upgrades for the Downs Park proposed new lodge

***PROPOSED PROJECTS 2008-09:***

Superintendent Barrett provided the Board with a list of proposed projects for 2008-09 as follows:

Street Repairs - material costs only; additional costs for legal and engineering fees will need to be added to the total costs of the projects. During the finalization of the budget, the Board can “pick and choose” which projects they would like to proceed with. Chips monies can be used for any street or sidewalk project.

Fisk & South  
Replace crosswalk on Genesee Street  
Rt 39 to Sackett  
Sackett to railroad tracks  
Clinton-Lacy-HalBar  
Clinton Street Ext.  
CVS Driveway  
North Avenue gutters

Sidewalks:

North Avenue – Reed to D’Angelo  
High Street  
Repairs  
River St to Upper Park

Water Lines:

5&20

Water Equipment: Discussion surrounding the start of a radio read program and/or out-sourcing the water readings and billings.

Meter Reading Equipment Upgrades  
Meters

Sewer Lines:

5&20

Sewer Plant:

Discussion of digester cover – currently building a war chest for its ultimate replacement.

Buildings:

Lighting Upgrades – an energy audit to be conducted for the purpose of applying for grants.

DPW Equipment:

Flat Bed for new truck  
Salter insert  
New box for international dump

Parks:

Stamped concrete in Milex Islands

***WATER RATES:***

Superintendent Barrett subsequently reviewed the proposed Schedule “C” for the Board’s information. The Board indicated that the Schedule should be forwarded to both the Town Board and the Water Works Committee for their review. A final meeting of all Boards concerned will be scheduled to finalize the Schedule.

***PUMP STATION:***

Superintendent Barrett and Ryan Colvin suggested the Board compare the costs of the initial proposal for the refurbishing of the pump house against the savings to be had depending on the amount of work the DPW crew could accomplish “in-house” and purchasing a prefab plant which would set on a pad. Depending on the amount of work the Village Board designates to be done by the DPW, along with, the material costs to be supplied by the Village for the “in-house” services, MRB could provide the Board with an engineering cost comparison – full refurbishing as originally proposed versus partial contract/partial “in-house”.

On the flip side, in November a few of the Water Committee members met at the Pebble Beach pump station. The consensus of their opinion was that the following work should be done over a period of 3 or 4 years.

1. The East double doors should be left as is and painted.
2. The 42" North opening needs a new frame and a new door.
3. The North window behind the electric panel is to be sided over.
4. The chlorine room needs a new door and frame 36" wide.
5. The North-west door on the lab only needs the door replaced - frame is ok.
6. We recommend that the doors be keyed alike. The 44"x48" west and south lab windows need to be replaced.
7. The bathroom 40"x42" window needs to be replaced.
8. The 48" pump room South door and frame need to be replaced.
9. The pump room wall south of the doorway should be removed.
10. The walls at ground level behind the down spouts need to be repaired.
11. The 100 volt electric panel on the south wall should be moved 8' to 10' west of its present location.
12. It is recommended that all other electric switches be cleaned and lubricated by a qualified electrician and left where they are presently located.
13. It was suggested that the Village crew could blow 6" or 8" of cellulose insulation into the attic area.
14. We thought the roof replacement should wait 3 or 4 years and at that time remove the chimney and put roof vents in.
15. It was thought that bringing the discharge pipe from the pumps through the building to the east end and down to the main was a high priority item and should be done right away.

16. The generator which only has 600 hours of running time on it should be painted the same color as the building and have a qualified diesel mechanic tune it up.

17. The sides of the building should be furred out and 1 1/2" of Styrofoam insulation placed between the furring strips and vinyl siding installed. Also all rotted fascia boards should be replaced with aluminum trim and vented soffit material. This should make a maintenance free building.

18. It was also recommended that the building be sprayed once or twice a year to remove the bugs and spiders that make a terrible mess of the buildings around the lake.

19. As soon as doors and windows are replaced, the entire interior of the building including the pumps and pipes should be cleaned and painted by the Village crew.

20. We will also need to discuss the need to remove the Clinton Street pumps.

Ultimately, the Board decided that Superintendent Barrett should put the costs together (estimated to be in the neighborhood of \$20,000) to complete the tasks as designated by the Water Works Committee and to start on accomplishing these tasks in the immediate future. This shall be a project scheduled for the 2008-09 budget and to be totally reimbursed by Schedule "C". After this is accomplished, Superintendent Barrett should provide the Board with the cost comparison for the prefab plant for future reference.

## **2008-09 BUDGET:**

The Board scheduled Tuesday, February 12, 2008 for their initial review of the proposed 2008-09 budget (sewer fund only) at 6:00 p.m. Superintendent Barrett and Treasurer Quinlan should be present.

## **OPEN GRANTS STATUS:**

Rescheduled for the next Board meeting.

## **PARK COMMISSION:**

Trustee Zhe updated the Board on the status of the Park Commission as follows:

- Monument straightening report to be provided in the near future

## **VILLAGE BOARD MEETING MINUTES:**

Upon a motion made by Trustee McKeown the minutes from January 14th, 2008 are hereby approved as submitted. Trustee Swanson seconded the motion and it was carried by the following vote:

William Zhe, Trustee	Voting	Yes
Mark McKeown, Trustee	Voting	Yes
Philip Swanson, Trustee	Voting	Yes
Thomas Freeman, Trustee	Voting	Yes

## **OPEN PROJECTS:**

Upon a motion made by Trustee Swanson the following project is hereby established as follows:

Community Arts Grant - \$3,890 funded by the Genesee Valley Council on the Arts for the Livingston Philharmonic Orchestra

Trustee Zhe seconded the motion and it was carried by the following vote:

Thomas Freeman, Trustee	Voting	Yes
William Zhe, Trustee	Voting	Yes
Philip Swanson, Trustee	Voting	Yes
Mark McKeown, Trustee	Voting	Yes

**VOUCHERS AND MANUAL CHECKS:**

The Board questioned the charges contained on the Citibank voucher. Mayor Vonglis reminded Trustee McKeown that he offered to develop a credit card policy for the Village.

Upon a motion by Trustee McKeown, the following vouchers are approved for payment:

Fund #1 General Fund	\$18,760.15
Fund #4 Schedule C	\$ 3,529.33
Fund #5 Water	\$ 2,710.21
Fund #6 Sewer	\$ 9,604.30
Fund #9	\$
Fund #10	\$
Fund #11	\$
Fund #17	\$ 1,024.59
Fund #44	\$
Fund #45	\$ 649.90
Fund #46	\$
Fund #47	\$
Fund #48	\$
Fund #50	\$
Fund #53	\$
Fund #54	
Fund #55	\$
Fund #56	\$
Fund #57	
Fund #58	\$ 30.03
Fund #59	\$
Fund #60	\$
Fund #61	\$
Fund #62	\$

Monday, February 4, 2008  
Village Board Meeting

Fund #63	\$	
Fund #64	\$	
Fund #65	\$	
Fund #66	\$	
Fund #67	\$	
Fund #68	\$	
Fund #69	\$	
Fund #70	\$	
Fund #71	\$	
Fund #72	\$	
Fund #73	\$	
Fund #74	\$	
Fund #75	\$	
Fund #76	\$	
Fund #77	\$	
Fund #78	\$	
Fund #79	\$	
Fund #80		
Fund #81	\$	
Fund #82	\$	
Fund #83	\$	
Fund #84	\$	
Fund #85	\$	
Fund #86		
Fund #87	\$	
Fund #88	\$	
Fund #89	\$	
Fund #90		
Fund #91	\$	
Fund #92	\$	
Fund #93	\$	896.48
Fund #94	\$	

Monday, February 4, 2008  
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Fund #95	\$
Fund #96	
Fund #97	\$
Fund #98	\$
Fund #99	\$
<b>TOTAL</b>	<b>\$37,204.99</b>

Manual Checks: Check #17501 Old City Financial      \$ 124.95  
                   Check #2960-2962 Payroll Deducts      \$4,238.40  
                   Check #2803/3136 Postmaster              \$ 300.82

Purchase Orders: # none



Trustee Freeman seconded the motion and it was carried by the following vote:

Philip Swanson, Trustee	Voting	Yes
William Zhe, Trustee	Voting	Yes
Mark McKeown, Trustee	Voting	Yes
Thomas Freeman, Trustee	Voting	Yes

**DEBATE:**

Josh Williams of the SUN offered to sponsor a debate between the two Mayoral candidates at the Avon Central School. Both candidates agreed.

Upon a unanimous motion, the meeting was closed at 8:00 pm.

Respectfully submitted,

Robyn Harris  
Village Clerk