

The meeting of the Board of Trustees of the Village of Avon was held in the Whitney Room of the Village Hall, 74 Genesee Street, Avon, New York on Monday, October 9th, 2017.

- Present: Thomas Freeman, Mayor
Bill Zhe, Trustee
Tim Batzel, Trustee
Rob Hayes, Trustee
- Staff: Zoning Officer Tony Cappello
Superintendent John Barrett
Chief Joe Geer
- Visitors: Bill Davis, MRB Group
Ann Younger
James Taylor, 10 Carriage Lane
- Absent: Mark McKeown, Trustee

Mayor Freeman called the meeting to order at 5:30 p.m. and began with the Pledge of Allegiance.

EXECUTIVE SESSION:

Upon a motion made by Trustee Zhe and seconded by Trustee Hayes, the Board entered into executive session at 5:30 p.m. and exited at 6:10 p.m. to discuss personnel matters. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Absent
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes

No action was taken.

ANN YOUNGER:

Ms. Younger updated the Board on her interest in the Park Theater. She has obtained verbal commitments from the Downstairs Cabaret Theater, Mortalis Brewing, and a local bakery. Ann has received estimates for storefront rentals from Louise Wadsworth, Livingston Co. Development. Ann is prepared to do a purchase offer, if the Village receives the NYMS grant.

DPW UPDATE:

Superintendent Barrett provided the following updates to the Board:

- Wadsworth Ave. drainage project is complete. Mayor Freeman read the following text message from Glen McCarty, 152 Wadsworth Ave. dated 10/5/17 regarding Wadsworth drainage and the DPW crew: “Tom- Danielle and I are looking over the smooth, flat dirt

in our year and still not really believing what has happened over the past week. The work your crew has done for us has given us peace of mind for years to come. We are so incredibly grateful for making this happen. Thank you from the bottom of our hearts. Do you have an office? I'd love to come shake your hand and say thanks personally some time? Thanks again." Mayor Freeman commended the DPW for their efforts on this project.

- River St. sidewalks are complete.
- The catch basins and pipe are here for the Driving Park drainage project. Supt. Barrett will coordinate with Bob Stryker, Livingston County Soil and Water, as well as rent an excavator. Work will begin next week and completed within one week.
- Manholes are here for the Lake Rd. drainage project. The work will begin in two weeks. Supt. Barrett plans to complete the portion of Oak Hill Dr. section to the Lake Rd. sidewalk. The remainder of the work will be completed next spring.
- Leaf pickup will begin next Monday.
- The water leak at the Driving Park was repaired.
- Supt. Barrett is scheduling the camera to inspect the pipe near Art Pierson's home and the Avon Commons pond.
- Supt. Barrett reported that the old FD vehicle sold for \$4600 at the auction.
- Supt. Barrett provided the Board with a quote from Aqualogics Systems, Inc., proposal #Q1-16-066A dated July 12th, 2017, in the amount of \$45,100 to provide and program the main control panel for the wastewater treatment plant. Realizing that this professional service is specialized, upon a motion made by Trustee Hayes and seconded by Trustee Zhe, the Board accepted the Aqualogics quote to be paid out of Sewer fund balance. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Absent
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes

- Mayor Freeman would like the Board to tour the wastewater treatment plant at 5 p.m. on October 23rd, 2017, before the regularly scheduled Board meeting.
- Supt. Barrett provided the Board with a quote from Van Bortel, Quote #25665, Onondoga bid 7974 2018, dated September 27, 2017, in the amount of \$35,274.45, for a 2018 Ford F-350 XL Reg Cab 4x4 8.0' box truck. Upon a motion made by Trustee Zhe and seconded by Trustee Batzel, the Board accepted the NYS mini-bid from Van Bortel. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Absent
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes

JAMES TAYLOR:

Mr. Taylor spoke to the Board regarding the Village View subdivision specifically about the recent property sale to the Village, and the need for a second access.

ENGINEER’S UPDATE:

Bill Davis, MRB Group, updated the Board as follows:

- Kurt Rapazzo is waiting on televising near Avon Commons pond from Supt. Barrett to complete the conceptual study
- Kurt Rappazzo checking to see if Avon Commons Phase II property was designed, and if there is a pond proposed
- WWTP project is near completion. Crane Hogan and Danforth each have a few punchlist items. M.W. Controls has several punch list items. The estimated total credit back to the Village is approximately \$10,000 from all four contracts. Upon a motion by Trustee Batzel and seconded by Trustee Hayes, Mayor Freeman can execute the certificate of substantial completion by Crane Hogan. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Absent
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes

- Bill working on response letter to NYS DEC regarding sewer permit modifications
- Bill would like to set-up a meeting with Mayor Freeman, Trustee McKeown and Supt. Barrett to discuss INI and SIU permit finalizations
- WTP expansion study being worked on now. Bill recommended that the Board consider an upgrade at the pump station, raising finish water tank and water treatment plant filters.
- Mayor Freeman would like the Board to tour the water filtration plant soon.

POLICE UPDATE:

Chief Geer gave the following update to the Board:

- Chief Geer interviewed three applicants for the Crossing Guard position.

Upon a motion made by Trustee Batzel and seconded by Trustee Hayes, the Board appointed Cathryn Jensen to the position of Crossing Guard effective October 2nd, 2017, at the hourly rate of \$15.00. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Absent
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes

- Clerk Randall is working on having a substitute Crossing Guard civil service position created by Livingston County.
- Chief Geer received a letter of resignation effective October 30, 2017, from Officer Daniel Gleason
- Mayor Freeman spoke with Matt Oravec, New York State Dept. of Transportation, regarding enhanced signage for the Routes 5&20 and Lacy St. crossing
- Chief Geer and Trustee Zhe will work on a letter to downtown business owners regarding parking and maintenance
- Clerk Randall will advertise the old police radios for bid.
- Chief Geer requested that the old fire department radios be deemed surplus. Upon a motion by Trustee Zhe and seconded by Trustee Batzel, the Board agreed to deem the fire department radios surplus. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Absent
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes

CODE ENFORCEMENT UPDATE:

Zoning Officer Cappello updated the Board on the following:

- Temporary lights are currently installed on Collins St. with permanent lights being installed soon.
- Georgian Dr., Bldg. #507 and #517 passed inspection on Fri.
- Goodwill shed is gone due to misuse.
- Basement passed inspection at the Anderson Meadows subdivision new build.
- Police renovations are nearly complete.

VOUCHERS AND MANUAL CHECKS:

Upon a motion by Trustee Batzel, the following vouchers and manual checks are approved for payment:

#1-General Fund	\$19,161.69
#4-Schedule C Fund	\$ 6,569.31
#5-Water Fund	\$ 5,124.94
#6-Sewer Fund	\$12,525.49
#17-Trust & Agency Fund	\$ 3,168.53
#93-Capital Fund	\$ 1,748.25
TOTAL	\$48,298.21

Manual Checks:

Nationwide Retirement	Deferred Comp. p/r#17-20	\$1450.00
NYS DEC	Spdes Municipal fee	\$2000.00
	TOTAL:	\$3450.00

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

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Absent
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes

MINUTES:

Upon a motion made by Trustee Batzel and seconded by Trustee Zhe, the minutes from September 25th, 2017, are hereby approved as submitted. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Absent
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes

TREASURER’S UPDATE:

Treasurer Quinlan electronically filed the annual update document to the New York State Comptroller on September 26, 2017, and provided the hard copy of the comparative balance sheets for each fund ending May 31, 2017.

RESTORE NY GRANT:

Treasurer Quinlan discussed the following:

- The Village Board is intending to apply for Restore NY funding for the Avon Inn property.



Section 1 – Intent to Apply for Restore NY Funding

If Municipality is intending to apply for Restore NY funding, this form must be submitted by the leading municipal official. Mail form to the attention of Molly Bauer, Restore NY, Empire State Development, 625 Broadway, Albany, NY 12245 or e-mail a signed PDF copy to RNY5Intent@esd.ny.gov by **October 13, 2017**. A municipality can submit up to two different letters of intent

Applications from municipalities that do not submit this form will not be accepted.

ESD will acknowledge receipt of the Letter of Intent by sending a confirmation e-mail to the contact person identified below. It is the responsibility of the municipality to ensure that the Letter of Intent has been received by ESD. If an e-mail confirmation notice is not received by October 16th, the municipality must contact ESD at (518) 292-5200.

Municipal Name	Village of Avon
Street Address (not PO Box)	74 Genesee St.
City, State, Zip	Avon, New York 14414
County	Livingston
Contact Name	Christine Quinlan
Title	Treasurer
Phone Number	585-226-8118
E-Mail Address	quinlan@frontiernet.net
NYS Unemployment Insurance Tax #	
Type of Municipality	City <input type="checkbox"/> Town <input type="checkbox"/> Village <input checked="" type="checkbox"/>
Senate District #(s) and Name(s) (If multiple, list all. Attach additional page if necessary.)	# 59 Senator Patrick Gallivan
Assembly District #(s) and Name(s) (If multiple, list all. Attach additional page if necessary.)	# 133 Assemblyman Joseph Erigo

In the section below, provide a brief project description that includes how the project meets Restore NY goals (e.g. that the project will demolish/deconstruct and/or rehabilitate/reconstruct vacant, abandoned, surplus and/or condemned residential, commercial and/or mixed use buildings). The description should include the size of the project (e.g. number of and/or square feet of buildings in the project). It should also include the intended reuse of the properties and other salient information such as its location in a target area of the community, or that it is part of a local revitalization or urban development plan. The description should not exceed 150 words. You must attach or include a list of the properties you will be using the funding for. All municipalities are eligible to submit two letters of intent for normal projects and one additional letter of intent for a special project as defined in Section 7 of the guidelines. Please document on the Intent to Apply forms if it is for a special project or not. You may not apply for a project that was not the subject of an approved letter of intent.

Name of Project	Park Theater
Number of Properties	1
Estimated Project Costs	\$225,000
Estimated Restore NY Request	\$202,500
Name of Development Company	Clark Rittersbach, Owner
Briefly describe project	The Village of Avon is a member of the Livingston County Downtown Partnership Revitalization Program. The Park Theater at 71 Genesee St. is a prominent landmark within the designated downtown district of Avon. The 5,500 square foot anchor building is currently vacant and derelict. NYMS-TA funds assisted with design concept documents and estimates. The planned scope of work is estimated at \$225,000 and includes the creation of one residential unit as well as the rehabilitation of the entire building to create a mixed use facility for two storefronts and a combination theater/arts performance space. This project will revitalize the Avon community by creating two destination businesses with a minimum of 5 new jobs. This project is a high priority for this community and would not be feasible without Restore NY funding.

Signature		Date	October 12, 2017
Title	Mayor		

Upon a motion made by Trustee Hayes and seconded by Trustee Batzel, the Board agreed to submit the Intent to Apply for Restore NY funding. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Absent
William Zhe, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes
Timmy Batzel, Trustee	Voting	Yes

ANDERSON MEADOWS:

National Grid provided a detailed map to Mr. Frank Csapo and the Village for the nine new lots on Commerce Drive in the Anderson Meadows subdivision. Upon a motion made by Trustee Zhe and seconded by Trustee Batzel, National Grid is authorized to install two (2) streetlights, according to the drawings presented by National Grid and Mr. Frank Csapo, into the continued build of an additional nine (9) lots in the Anderson Meadows subdivision, contingent upon Planning Board approval. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Absent
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes

Clerk Randall will issue the signed certification to National Grid.

LABORER POSITION:

Jose Alvarado provided information to the Board regarding his upcoming surgery and time off. Upon a motion made by Trustee Hayes and seconded by Trustee Zhe, Shannon Geer is hired to fill a laborer position at the hourly rate of \$15.00. The Village will pay for the cleaning supplies. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Absent
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes

TRUSTEE UPDATE:

Trustee Zhe updated the Board on the AHRAE Level II audit proposal by the New York Power Authority dated September 26, 2017. After discussion, the Board tabled the conversation until further information is provided, and Trustee McKeown is back.

Upon a motion made by Trustee Batzel, the meeting adjourned at 8:30pm.

Respectfully submitted,



Christine Quinlan
Treasurer