

The meeting of the Board of Trustees of the Village of Avon was held in The Whitney Room of Village Hall, 74 Genesee Street, Avon, New York on Monday October 21, 2019.

Present: Thomas Freeman, Mayor
Mark McKeown, Trustee
Rob Hayes, Trustee
Bill Zhe, Trustee

Staff: John Barrett, Superintendent of Public Works
Chief Joseph Geer, Police Chief
Tony Cappello, Zoning/Code Officer
Brian Strozewski, Fire Chief
John Marks, Parks Commission Chairman
Mary Rankin, Parks Commission

Visitors: Sue Carlock, Liv. Co. Office for the Aging
Jessica Wilkins, Liv. Co. Office for the Aging
Zack Clarry, Lions Club
Clara Mulligan

Absent: Tim Batzel, Trustee

Mayor Freeman called the meeting to order at 6:00pm and began with the Pledge of Allegiance.

LIV. CO. OFFICE FOR THE AGING- Sue Carlock & Jessica Wilkins

Ms. Carlock and Ms. Wilkins were in attendance in order to discuss the Senior Nutrition Program held in the Village Hall Tuesday through Friday during the year. The 5-year lease is up (which includes the yearly agreement to exercise the right to renew) and the Board welcomed a review of the program. Provided was information about the many services provided by LCOFA, but specifically the nutrition aspects, including the Nutrition Program held at the Hall and home delivered meals. It was shown that while there tends to be a drop in attendance when there is a turnover in staff, numbers are steadily increasing for both the site in Avon and the need for delivered meals as well. The social contribution to the lives of the senior community is unparalleled. The Board expressed that they are very happy to continue having the program here. The Mayor stated that the Board looks forward to continuing our relationship with LCOFA. Ms. Carlock stated that the lease will be taken back to their Board in November for approval and they will forward it to us for our approval in December.

COMMUNITY FORESTRY MANAGEMENT PLAN- John Marks, Parks Commission Chair.

The Community Forestry Management Plan has been created in order to better maintain the park and street trees of our community. Under the guidance of Chris Luley, a complete inventory of trees has been compiled to create a timeline for maintenance of the trees, which have been categorized into low, moderate and high priorities based on their age, and structural conditions.

The plan is a five-year plan in which all the trees would be addressed by its conclusion. Goals in this plan include, but are not limited to the following:

- Establish a tree Board
- Create a tree ordinance
- Education and outreach
- Inventory control-planting, pruning, creating a master list
- Updating the plan in order to continue the maintenance
- Identifying special projects

Developing this schedule helps establish a routine to keep healthy trees in the Village for future generations and a solid idea as to how to continue the maintenance as we move forward.

A public meeting will be held at the next Board meeting for members of the community to review the plan as well.

Upon a motion by Trustee Zhe and seconded by Trustee McKeown, the Board approved the Community Forestry Management Plan. The motion was carried by the following vote:

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

LIONS CLUB, FAMILY DRIVE IN- Zack Clarry

Mr. Clarry presented the Board with an idea for a Family Drive In event, hosted by the Avon Lions Club. The event would be a family friendly movie to be held the months of June through August at the Driving Park every other Friday evening. It would be free, and they would be interested in holding 50/50 raffles and possibly concessions. They would provide traffic control. Some questions that need to be addressed are the noise ordinances, the park hours, etc. John Marks stated that he would bring the information to the Parks Commission and would provide the Board with a recommendation.

DPW UPDATE:

Superintendent Barrett gave a brief update on the following:

- Brush pickup continues throughout the Village. Leaf pickup will start in the next two weeks.
- Equipment repair and preparation for the winter
- Sidewalk repairs on Genesee Street, Lake Road, Linden Street. Grinding on Oak Street.
- Will be planting trees
- Drainage project on Bronson Ave.
- Supt. Barrett was asked about several lights that are out. He has notified National Grid on several different occasions and they have not been out to repair any. He will notify them again.
- Bob Barrett, a member of the DPW crew, had knee replacement surgery. He is recovering nicely. Supt. Barrett also stated that he will be having surgery on his shoulder sometime this winter. He is waiting to hear from the doctor.

Supt. Barrett announced that he is looking toward retirement in June of 2020. He stated that he is willing to stay on part time for administrative assistance to whomever should take over.

VOUCHERS and MANUAL CHECKS:

Upon a motion by Trustee McKeown, the following vouchers were approved for payment.

#1-GENERAL FUND	\$68358.37
#4-SCHEDULE C	\$13599.47
#5-WATER	\$13160.12
#6-SEWER	\$21680.24
#50-CAPITAL	\$225.00
#55-CAPITAL	\$1250.00
#11-DEBT SERV	\$248.51
TOTAL	\$118521.71

Manual Checks:

Law Enf.Officers Union	Police Dues for Oct. 2019	\$366.96
SEIU 200 United	DPW Dues for Oct 2019	\$374.82
	TOTAL:	\$741.78

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

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

POLICE UPDATE:

Chief Geer provided the following update:

- 2015 Tahoe continues to have problems. There is a new vehicle slotted for next year, but they were not planning on getting rid of the Tahoe. However, there may be no choice as Chevy is unable to fix the issues.
- Interviews for part time officers are scheduled for next week. We only have 2 part time officers that are currently active. Chief stated that there is a need for 2 additional part time officers. He also invited any Trustees who would like to sit in on the second interviews to do so. Dan Gleason will do the background checks required, as he has done in the past.
- Chief received a request from St. Agnes School to offer a ride to school with an officer as an auction item for the Harvest Tastings fund raiser for the school. The Board agreed.
- Sat November 16th at the Fire Hall will be a child safety seat check. It is always a well-attended event.

TREASURER UPDATE:

Treasurer Quinlan was unable to attend, but provided the following update electronically:

- Genesee Transportation Council (GTC) UPWP grant for CAP (Circulation, Access and Parking) project...agreement between GTC and T.Y. Lin forthcoming...
- NYS DEC tree planting grant & inventory/mngt. plan grant...hope to request disbursement and close the grant in the fourth quarter...
- Final disbursement paperwork for INI study to be completed now that NYS EFC has approved MRB's report
- Final disbursement paperwork for Disinfection study to be completed when NYS EFC approves MRB's report
- GVBA 2nd grant paperwork being worked on...meeting again on 10/23 to discuss potential projects (restrooms, portable stalls, drainage)
- NYPA PTAC project ongoing...Guth meeting minutes provided. Heat only units to be installed end of Oct. & PTAC units to be installed beginning of Nov.
- NYPA streetlight project moving forward with bi-weekly conference calls...waiting for NG to return executed agreement
- GTSC STEP grant (for APD) disbursement and final report completed...
- John Barrett, John Marks & Bill Zhe need to meet and discuss the two Five Arch Bridge grant projects
- Nicole Manapol, Letchworth Gateway Villages, to attend our 11/4 Board meeting
- Hospital Insurance renewed...awaiting dental quotes...
- Village e-mail conversion completed by Hurricane Technologies
- DEC Urban and Community Forestry Program webinar for Round 15 grants on 10/10...meeting on 10/23 with Co. Grant writer....
- Counter all-in-one computer and Fire Marshal laptop ordered & received...Hurricane to set-up both...
- Historic Resource Survey- the following resolution was presented for adoption:

RESOLUTION

Upon a motion made by Trustee Zhe, the following support resolution was adopted:

Whereas, The Landmark Society of Western NY prepared and provided the Board of Trustees with the Historic Resource Survey dated August 5, 2019, and

Whereas, it has been determined that the Village of Avon is eligible for historic district certification.

Now therefore be it resolved that, the Village of Avon Board of Trustees hereby accepts the Historic Resource Survey dated August 5, 2019, prepared by the Landmark Society of Western NY, and supports moving forward with the historic district proposal.

This motion was seconded by Trustee Hayes, and was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Yes

William Zhe, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes
Timmy Batzel, Trustee	Voting	Absent

CODE ENFORCEMENT UPDATE:

Code/Zoning Officer Cappello gave the following update:

- House on the hill was demolished today. The Mayor wanted to make sure that the cleanup is done properly and safely.
- McCarthy’s Bed and Breakfast- website appears to be up and running and have been advertising. Tony and Andy will be going to do the required inspections and they will come and fill out any necessary paperwork before they start operating.

FIRE DEPARTMENT UPDATE:

Chief Strozewski provided the following update:

- By-laws are being reviewed and updated.
- The Mayor wanted to express to the Chief that the Board wants to make sure that there is open communication between them and the Fire Department. The Chief agreed and invited them to join them during a drill night or any other event to encourage comradery.

TRUSTEE’S UPDATE:

- Trustee McKeown discussed Positive Pay; a fraud prevention product offered by Bank of Castile. This will help prevent unauthorized ach payments and checks going though our accounts housed there. After some research, it was found that the interest accrued from the accounts will more than cover the fee.

Upon a motion made by Trustee McKeown and seconded by Trustee Zhe, the Board approved the use of Positive Pay to aid in fraud prevention. The motion was carried by the following vote:

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

Upon a motion made by Trustee Hayes, the meeting was adjourned at 8:45pm.

Respectfully submitted,



Heather Randall
Village Clerk