

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 November 4th, 2019.

- Present: Thomas Freeman, Mayor
Mark McKeown, Trustee
Bill Zhe, Trustee
Rob Hayes
- Staff: Christine Quinlan, Treasurer
Tony Cappello, Code Enforcement Officer
Chief Joseph Geer, Police Chief
- Visitors: Nicole Manapol, Letchworth Gateway Villages
Sandy Schneible, Advisory Team (LGV)
Carl Schoenthal, LGV
Dr. Chris Luley
David LeFeber, Town Supervisor
Paul Drozdziel, Planning Board Chairman
John Marks, Parks Commission Chairman
Clara Mulligan
Len and Patti Schantz
Luke Sologar
Mike Miron
Stephen Kelly
Jordan Perdue
Robert Austen
Mary Rankin
Marnie Baker
The Sharmans
Dennis Welch
Maureen Kingston
Ann Cady
Livonia Central School Students
- Absent: Tim Batzel, Trustee

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

LETCWORTH GATEWAY VILLAGES- Nicole Manapol

Ms. Manapol attended our meeting to discuss this initiative that is trying to help communities capitalize on growth and new tourism opportunities in our communities. The goal is to establish opportunities for businesses to gain more traffic by creating travel experiences and outdoor activities to draw people in. The Village's work in the Driving Park to create walking trails and our efforts with the Erie Attica trail has done much to bring people to our area already. How do we keep people here? How can we encourage them to eat in our restaurants and stay in our hotels, and visit our areas for festivals? What can we do to help? By becoming a part of this

network, we can increase traffic into our areas for travel experiences, and opportunities that in turn will benefit our growing downtown district and community, while helping other communities create those experiences as well.

TREE MANAGEMENT PLAN- Dr. Chris Luley

Dr. Chris Luley attended to discuss the Village of Avon's Community Forestry Management Plan that was recently established with members of the community.

As previously discussed, The Community Forestry Management Plan has been created in order to better maintain the park and street trees of our community. 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.

Also discussed were the benefits of trees including improving the quality of life of our residents, increasing property values, and helping with storm water issues to name a few. Dr. Luley also discussed things that would be considered high priority items to review, such as keeping up with tree planting/replacing in the Village and a risk assessment of the Bur Oak in the Driving Park. A master listing of trees, the best trees to use for replacement of trees that have been removed, tree conditions, and species were all reviewed. The plan is a solid guide for the Village to follow going forward in their tree maintenance.

DPW UPDATE:

Superintendent Barrett gave a brief update on the following:

- Leaf pick up continues.
- Installed drainage and repaired sewer on Bronson Ave.
- Continue to plant trees in the next two weeks. Must be done before the ground freezes.
- Work on blacktop.
- Received a quote for new heaters in the DPW shop. There are 4 gas heaters that are original to the building. Last year they ran on two heaters. One has broken down leaving only one unit working. Quote to replace the heater from VanHook was \$4425. Supt. Barrett is waiting on a second quote. This would be funded from all three funds.

Upon a motion made by Trustee Hayes and seconded by Trustee McKeown, the Board approved the replacement of 2 heaters in the DPW shop in an amount not to exceed \$10,000, at Supt. Barrett's discretion based on the quotes. The motion was 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

MINUTES:

Upon a motion made by Trustee Zhe and seconded by Trustee Hayes, the minutes from the October 7, 2019 meeting were approved as submitted. The motion was 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

VOUCHERS and MANUAL CHECKS:

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

#1-GENERAL FUND	\$26809.52
#4-SCHEDULE C	\$5823.14
#5-WATER	\$2964.94
#6-SEWER	\$10860.42
#93-CAPITAL	\$1808.52
#17-TA	\$3803.99
TOTAL	\$52070.53

Manual Checks: none

The motion was seconded by Trustee Zhe 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:

- Chief Geer interviewed 6 candidates. He has narrowed it down to three that he would like to call back for second interviews. Background checks will be completed around Thanksgiving. Chief offered to have any of the Board members sit in on the second interviews if they are interested.

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 signed...meetings forthcoming.
- NYS DEC tree planting grant & inventory/management plan grant-hope to request disbursement and close the grant in the fourth quarter.
- Final disbursement paperwork for INI study & Disinfection study to be completed now that NYS EFC has approved both reports.
- GVBA 2nd grant paperwork being worked on...meeting again on 11/9 to discuss potential projects (restrooms, portable stalls, drainage).
- NYPA PTAC project ongoing...Guth meeting minutes provided. Heat only units are being installed now & 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.
- John Barrett, John Marks & Bill Zhe need to meet and discuss the two Five Arch Bridge grant projects.
- NYS DEC tree maintenance grant application, quotes, etc. being worked on with Bill Zhe, John Marks & Julie Barry (meeting on 11/8).
- Counter all-in-one computer and Fire Marshal laptop received and set-up.
- KVS demo on 10/23 w/Jen Talbot...waiting to hear back on several questions asked
- Phone conference with ESD rep. & Maureen Wheeler on 10/29 re: Park Theater.

CLERK UPDATE:

Clerk Randall provided the Board with the following update:

- Resent executed updated purchase/sale agreement with National Grid.
- Notice of renewal and premium rates for 2020 provided by Excellus for employees.
- Letters from Deer Committee went out with water bills.
- Updated list with the lights out in the Village provided. National Grid and Supt. Barrett have been notified.
- Complaints:
 - 148 E. Main Street has 2 bags of construction debris in front of residence which has been there for several weeks
 - 226 Genesee Street has a davenport out front that has not been picked up for several months- has since been removed.
 - Mayor requested to have Joe Burkhart mow properties and check on Frank Csapo's properties as well. These have been provided to Tony.
- Association Dinner to be held November 20th at the BrickInn in Mt. Morris beginning at 6:00pm.

TRUSTEE'S UPDATE:

- Christmas Tree Bids-the Board received four tree bids for the Christmas trees around the Village.
 1. Charles McGory- 24 trees @\$29.95 per tree
 2. Grandview Farm- 24 trees @\$10.00 per tree
 3. Stokoe Farm- 24 trees @\$24.00 per tree

4. Ayers Forest Products- 24 trees @\$22.00 per tree

The Board discussed the bids and Trustee Zhe recommended that the bid from Mr. Ayers be accepted, as we have used his products in the past and know what we are getting. Both he and Parks Commission Chair, John Marks agreed that the quality of tree for the price was a fair deal.

Upon a motion made by Trustee McKeown and seconded by Trustee Hayes, the Board accepted the bid from Ayers Forestry Products of 24 trees @ 22.00 a tree for a total of 547.00. The motion was 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

- ✚ Trustee Zhe will be meeting with John Batz on Wednesday Nov. 6th.
- ✚ Trustee McKeown discussed the password issuance in the fire department. Chief Strozewski would like to be allowed to have the administrative password, along with the other chiefs, for the wi-fi in the fire department. Hurricane Technologies has stated that normally they manage the passwords for the Village owned devices and that a guest wi-fi and password is provided for personal use. They have offered to connect any device that would be considered property of the Village to the administrative wi-fi. The fire department has been having problems with printing when connected to the guest connection. A work around was suggested and a chord was purchased to plug into in order to print. The Board will hold off on a decision until they can discuss with IT.
- ✚ Trustee McKeown discussed the current website. He met with both FM Design and Hurricane Technologies (along with Clerk Randall and representatives from the Town of Avon) to get ideas and quotes for updating our site and making it more user friendly. FM Design provided an interesting proposal that both the Village and Town were exited about. After discussion, the Board approved staying with FM Design and will update the website, splitting the cost with the Town if the Town votes that way as well.

Upon a motion made by Trustee McKeown and seconded by Trustee Zhe, the Board approved the website update with the proposal from FM Design, provided that the Town agrees to the proposal from FM Design. The cost (\$5780.00) will be a shared cost between the Village and Town. The motion was 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

TREE MAINTENANCE GRANT RESOLUTION

Treasurer Quinlan provided the Board with the following resolution for adoption:

**Authorizing the Village of Avon to Apply For and Receive Funding
Under the 2019 NYSDEC Urban and Community Forestry Grants Program**

WHEREAS, The New York State Department of Environmental Conservation (NYSDEC) provides grants to municipalities under the NYSDEC Urban and Community Forestry Grants Program for tree maintenance; and

WHEREAS, The Village of Avon desires to apply for an amount not less than \$50,000 in financial assistance through the 2019 NYSDEC Urban and Community Forestry Grants Program for assistance in completing a Village of Avon Tree Maintenance Program; and

WHEREAS, this project includes the removal, pruning for safety, and replanting of priority street trees as identified in the Village’s 2019-2024 Community Forest Management Plan; and

WHEREAS, the Village of Avon will provide \$18,680 in in-kind services as a local match, with remaining \$23,190 to be a cash match from the General Fund, totaling \$41,870 in local contributions.

WHEREAS, the grant application requires that the applicant obtain the approval and endorsement of the governing body of the municipality in which the project will be located;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Avon hereby approves and endorses the 2019 NYSDEC Urban and Community Forestry Grants Program application to be submitted by the Village of Avon; and

BE IT FURTHER RESOLVED, that the Village of Avon will commit to appropriating \$18,680 in in-kind services and \$23,190 as a cash match from the General Fund, totaling \$41,870, above the NYSDEC award amount in order to complete this project; and

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized and designated as the representative and to act as such in connection with the application to provide additional information as may be required including all understandings and assurances contained in the application; and

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized and directed to execute any contract and/or agreement with the NYSDEC in connection with the application and is further authorized to request and expend funds from New York State Government pursuant to said contract and/or agreement; and

BE IT FURTHER RESOLVED, to the extent all or any actions hereby authorized have been executed and/or performed by the Mayor all are hereby ratified and confirmed and this Resolution take effect immediately.

Upon a motion made by Trustee Zhe and seconded by Trustee Hayes the Board adopted the resolution provided. The motion was 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

