

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 January 7<sup>th</sup>, 2019.

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

Staff: John Barrett, DPW Superintendent  
Tony Cappello, Code Enforcement Officer  
Chief Joe Geer

Visitors: Casey Mastro- NYPA  
Denny McGraw- 271 Wadsworth Ave  
Howard Forsythe- 267 Wadsworth Ave.  
Don Mastin- Deer Committee Chairman

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

## **CASEY MASTRO- NEW YORK POWER AUTHORITY**

Casey Mastro was in attendance to update the Board on the Street Lighting Project and PTAC replacement. Treasurer Quinlan received an updated analysis that combined the street lighting with the PTAC replacement that includes weatherization for the Village Hall, WWTP, and DPW buildings. As per a November 20, 2018 call, the project payback was too high for NYPA or Wendel to consider moving forward (at 80+ years). Wendel was ok with releasing the project to another IC. Guth DeConzo, the IC on the street lighting project for the Village said they were willing to take on the PTAC Replacement project and combine it with the street lighting project. By combining the projects, they get a payback period that is under 20 years. However, the PTAC Replacement project would not be completed until the start of the next cold season (December, 2019). According to Mr. Mastro, NYPA does not recommend separating the two projects as financially it would make sense. However, if there is a need for this sooner, he understood. Deputy Mayor McKeown explained that at this point, the need is what is driving this. He wanted to know if it was feasible to take the PTAC Replacement project and move the timeline up to this cold season if there is a contractor already willing to take on the project. Is there something we could do to help move it along faster? Mr. Mastro said he would have to reach out to a few people to get those answers, but would do so as soon as possible.

Mr. Mastro also explained that the kick off meeting for the lighting project would be held January 25, 2019. Each municipality will have their design by mid-February and the projects will bid on as one whole project with the County. The installation of the lights is still anticipated to be late March or early April.

## DEER DAMAGE PERMIT- DON MASTIN

Mr. Mastin received the Deer Damage Permit. In order to move forward with the harvest that is to begin this weekend, the permit needs to be signed by the Mayor. Mr. Mastin also presented pictures of the cull sites and how they were set up. Each harvester will be issued a permit, which has their picture, and a permit for their vehicle as well. A schedule has been prepared, and shared with the Avon Police Department and the County 911 Call Center as well. there will be two harvesters per site. The harvest will begin January 12<sup>th</sup>, 2019 and will continue through March. Currently, Saturdays will be the day the harvesting will take place, however, there is a possibility that the day could also be Friday or Sunday depending on weather, availability, etc.

## DPW UPDATE:

Superintendent Barrett gave a brief update on the following:

- The crew has been working on equipment maintenance, leaf and brush pick up, and removing holiday decorations from around the Village.
- Tree removal will begin with Terry Tree this week.
- Continuing to pick up brush and Christmas trees.
- Fixing water line in the horse barn on Tuesday. Will work on the aisle once it is clear.
- Lead Water Operator Vanderbilt is preparing to read water meters for the February billing.
- Supt. Barrett is getting a list together of the projects he is looking to do this year. He would like to have the completed list for the next meeting.
- Superintendent Barrett discussed the area at Mr. Forsythe and Mr. McGraw's property. He said he spoke to DOT rep Mike Hinz regarding the pipe at their properties, and told him that the Village crew is able to take dig up the pipe and correct it on the residents side, but DOT needs to fix it on the other side of the road or else the problem will not be corrected and it will keep collapsing. Supt. Barrett doesn't believe that the pipe needs upsizing- the integrity of the pipe is good- however the headwall needs to be repaired. Supt. Barrett is committed to changing the pipe on Forsythe's end, and is willing to do it sooner rather than later. He will reach out to Mr. Hinz again in the morning and will contact Mr. Forsythe and Mr. McGraw with the results of that conversation. He also thought that after that call, it may be a good idea to follow up with a letter from the Board if DOT has nothing in the works for this repair. He will update.
- Mayor Freeman asked about the Fusco residence on the corner of Wadsworth and Spring Street. Supt. Barrett said that there were people cleaning there and a large dumpster had been there recently. The Mayor asked if we have an existing or can get an easement in order to be able to work on the creek at that property. Supt. Barrett said he will find out.

## MRB UPDATE:

Bill Davis of MRB was unable to attend, but submitted the following update electronically for the Board to review:

- SIU Permits- still need to finalize with Kraft. Also need to discuss that clarifying cleaning must be done. Sampling results have not been seen in a while.
- Sewer Use Law- Still pending on the final adoption.

- Sewer Collection I&I project- televising has been completed. MRB has started their review and has found issues that were more significant than originally thought. Once the review is complete, Bill, will review with the Board and discuss what comes next.
- Water Plant Study- submitted report to EFC for the pump station. The rest of the project will be put on hold. MRB will discuss with the Board how to move forward.
- Water Tank Study- MRB proposed a joint water study with the Town and the Village to determine the best action for them. The Water Committee also met in December and supports the study.
- Route 5&20 Culvert Replacement Project- waiting to hear on possible funding for the project.
- Parking Lot Joint Project- working on both a concept plan and funding.\

**VOUCHERS and MANUAL CHECKS:**

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

#1-GENERAL FUND	\$20961.96
#4-SCHEDULE C	\$8044.90
#5-WATER	\$3091.02
#6-SEWER	\$11177.64
#49-CAPITAL	\$
#50-CAPITAL	\$
#52-CAPITAL	\$
#57-CAPITAL	\$
#64-CAPITAL	\$
#93-CAPITAL	\$1744.83
#17-TA	\$3864.14
#V000-DEBT SERV	\$
TOTAL	\$48884.49

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

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

There were no manual checks presented for this meeting.

**MINUTES:**

Upon a motion made by Trustee Zhe and seconded by Trustee Hayes, the minutes from the following meetings are hereby approved as submitted.

1. November 5<sup>th</sup>, 2018
2. November 19<sup>th</sup>, 2018

- 3. December 3<sup>rd</sup>, 2018
- 4. December 17, 2018

The motion was carried by the following vote:

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

Note: Trustee Zhe abstained from the vote for the November 5<sup>th</sup>, 2018 minutes as he was absent from that meeting.

**POLICE UPDATE:**

Chief Geer provided the following update:

- Chief Geer provided the Board with an overview of the 2018 police calls. Highlighted in his report were calls that they saw an increase in a certain type of call (disorderly conduct, domestic, mental hygiene etc.). The total amount of calls is down about 70 calls for the year. On average, the department has about 2000 per year. There were 130 arrests and 400 tickets issued in 2018.
- Chief Geer will make sure the weekend staff is aware of the Deer Cull taking place this weekend and the contact info for the landowners, harvesters, and committee members.
- 27<sup>th</sup> and 28<sup>th</sup> of December- attended training( Chief Geer and Officer Ferrara)
- Still looking into the cameras. A camera is needed for the new evidence room and in the interview room.
- Officer Greco has moved into the Village which will put him on the civil service list for police officers in the Village with the County. His first official full time shift will be February 6<sup>th</sup>. 2019.

**CODE ENFORCEMENT UPDATE:**

Code Officer Tony Cappello updated the Board on the following:

- 255 Rochester Street- Received a complaint about a broken handrail. Tony went to investigate and found that there was no heat for the renters in that space. He contacted AGL and learned that the furnace broke and a replacement had been ordered and needs to be installed. The tenant has been moved to a hotel until the furnace and handrail have been repaired.
- There was no update for the Baldassare property.
- Deputy Mayor McKeown asked if there was an update regarding the neighbor to the Avon Inn. He said he would be doing some clean up and pulling out the camper. The camper is currently still there. Tony said he would stop to discuss with the owner a timeline for moving it and will report back.

**CLERK UPDATE:**

Clerk Randall provided the Board with the following update:

- The Board received a letter from Liv. Co. Development congratulating the Avon Springs Club for the completion of the signage, awning and lighting at the Village Restaurant. The project was part of the Livingston County Sign and Façade Improvement Program.
- Penny Saver- add for a new Planning Board Member should be in the 1/11/19 edition. It will also be in the LCN's 1/17/19 edition.
- Letter from Deer Committee made most of the PennySaver this past weekend- however, there was a section of the Village that it didn't get delivered to and the PennySaver is sending it out this coming weekend.
- The Budget Status report was provided electronically on 1/4/19 by Treasurer Quinlan.
- The Board received a letter from NYS Office of Parks, Recreation, and Historic Preservation informing of the Environmental Protection Fund grant awarded to the Village for \$200,000 for the Five Arch Bridge Restoration Project.
- The Board received a letter from the Livingston County Land Bank Corporation asking if they were aware of any properties that may be of potential interest to the Land Bank Corporations' mission. The LCLBC was formed to support community development and local economy by facilitating the return of vacant, abandoned, underutilized and tax delinquent residential properties to productive use. The Board is interested in having a representative come and discuss the program.

## TRUSTEE'S UPDATE:

- ✚ Trustee Batzel asked if we can do an inventory and get some quotes to replace the chairs and tables in Conference Room A and B.
- ✚ Trustee Batzel reminded the Board he will be meeting with Tom Mairs and the Ambulance on January 17<sup>th</sup> and will update.
- ✚ Trustee Batzel discussed the Court Audit. He spoke about having an outside firm perform the audit and said he would touch base with the member of the Town Board to see how they were going to approach it. Perhaps the two entities could have the audits done simultaneously. He will update.
- ✚ Trustee Zhe discussed the Tree Grant. RFPs went out on Friday to five selected nurseries. The Board had previously discussed having a neighborhood meeting for this, however, as part of the grant requirements, it is recommended to hold a workshop in a different forum from a Board meeting. The workshop should be open to the public. It would still be held in March. Ideas for this forum are being discussed, possibly a meeting with Rotary.
- ✚ Trustee McKeown reviewed the quotes received for new IT services. We received the following quotes:
  - JD Computer- providing the same level of service as our former IT service ProSoft. \$3000.00 for monitoring fee (done by a third party), an hourly rate of \$90.00 per hour and a travel fee of \$60.00. (Totaling approximately \$6440.00 per year).
  - Hurricane Technologies- 2 levels of service to choose- Silver Service @\$2500.00 per year or Gold Service @\$5000.00 per year, plus anti-virus workstation monitoring, server patch, web filtering, for a total of \$6947.00. Business continuity (after our current contract with Horizon Tec is completed in October) would be and additional \$1908.00. Trustee McKeown recommends Hurricane Technologies Gold Service.

Upon a motion made by Trustee McKeown and seconded by Trustee Zhe, the Board accepted the IT Service proposal from Hurricane Technologies for the Gold Service, anti-virus, work station monitoring, server patch, and web filtering at \$6947.00, and adding the business continuity portion in October for 1908.00. The motion was carried by the following vote:

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

**WASTE WATER TREATMENT PLANT DISINFECTION STUDY GRANT:**

The Board of Trustee’s received notification that the Wastewater Treatment Plant Disinfection Study, project #84030, has been selected to receive funding through the Wastewater Infrastructure Engineering Planning Grant Program through the New York Clean Water State Revolving Fund. The Board is required to accept or decline the funding.

*RESOLUTION*

*Now, therefore, be it resolved that the Mayor is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the project and to fulfill the Village of Avon’s obligations under the grant agreement.*

*Now, therefore, be it resolved that the Village of Avon authorizes and appropriates a minimum 20% local match as required by the Engineering Planning Grant (EPG) Program for the Village of Avon’s Wastewater Treatment Plant Disinfection Study. Under the EPG program, this local match must be at least 20% of the EPG grant award of \$30,000. The source of the local match, and any amount in excess of the required match, shall be from the general fund. The maximum local match shall not exceed \$6,000. The Mayor may increase this local match through the use of in-kind services without further approval from the Village of Avon.*

Upon a motion made by Trustee Batzel, the Board resolves for the Mayor to execute the engineering planning grant agreement, and appropriate \$6,000 cash match for the Disinfection Study project. Trustee Zhe seconded the motion and it is 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	Yes

Whereas, Title 6 of the New York Code of Rules and Regulations (6 NYCRR) Section 617.5 under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law;

Now, therefore, be it resolved that the Village of Avon hereby determines that the proposed engineering report for the Wastewater Treatment Plant Disinfection Study is a Type II action in accordance with 6 NYCRR Section 617.5 (c) (24) which constitutes the information collection including basic data collection and research, water quality and pollution studies, traffic counts, engineering studies , surveys, subsurface investigations and soils studies that do not commit the agency to undertake, fund or approve any type I or unlisted action but does not commit the Village to commence with any proposed action and is therefore not subject to review under 6 NYCRR Part 617.

**EXECUTIVE SESSION:**

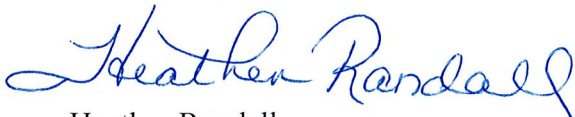
Upon a motion made by Trustee Hayes and seconded by Trustee Batzel, the Board entered into executive session at 7:30 pm to discuss personnel matters. The Board exited executive session at 7:49pm. The motions were carried by the following vote:

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

No action was taken.

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

Respectfully submitted,



Heather Randall  
Village Clerk