

A meeting of the Board of Trustees of the Village of Avon was held in Conference Room B of Village Hall, 74 Genesee Street, Avon, New York, as well as via Microsoft Teams tele/video conference on Monday May 18th, 2020.

- Present: Thomas Freeman, Mayor  
Mark McKeown, Trustee- video  
Tim Batzel, Trustee  
Bill Zhe, Trustee- video  
Rob Hayes, Trustee- video/phone
- Staff: John Barrett, Supt. Of Public Works  
Tony Cappello, Code/Zoning Enforcement Officer
- Visitors: Patrick McCormick- phone  
Bill Davis, MRB- phone  
Nicole Manapol, Letchworth Gateway Villages- phone

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

In response to the Covid-19 emergency, attendance for this meeting was limited. Several members of the Board and staff conferenced in with video and phone. The Board is following the safety protocol set forth by the Governor of NYS and being vigilant in social distancing while trying to continue serving the community the best way possible.

**NICOLE MANAPOL, LETCHWORTH GATEWAY VILLAGES:**

Ms. Manapol called in to request from the Village a letter of support for their grant application to the Northern Boarder Regional Commission to establish a Genesee Trail Town Destination Program in Livingston County. The annual membership fee is \$3500, which will be taken from the Village’s contribution to Livingston County Economic Development.

Upon a motion made by Trustee Hayes and seconded by Trustee Zhe, the Board agreed to have the Mayor create and execute a letter of support for the grant application to Letchworth Gateway Villages. 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

**VOUCHERS and MANUAL CHECKS:**

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

#1-GENERAL FUND	\$28617.28
#4-SCHEDULE C	\$1090.17
#5-WATER	\$1111.43
#6-SEWER	\$33799.07
#TA00	\$760.82
TOTAL	\$65378.77

Manual Checks: no manual checks

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

**DPW UPDATE:**

Supt. Barrett provided the following update to the Board:

- Continue to pick up brush
- Topsoil repairs
- Milled Temple Street. Cleaned up around the manholes. Paving is planned to take place next week.
- Garden Club planted flowers in the Circle Park. Big hanging baskets have been placed in the Village. The rest of the hanging baskets will be put up tomorrow.
- Crew will be cleaning up the Circle Park and prepping it for Memorial Day.
- No water or sewer call outs.
- Planning to open the restrooms at the Driving Park in June.
- Discussed some issues taking place at the dump recently. Supt. Barrett has said that when they leave it unlocked, people have been dumping waste that does not belong, so he has been locking it after hours. He recommends placing a sign detailing what can be dumped there, putting in some surveillance, and enforcing fines for illegally dumped items.

**MRB UPDATE:**

Bill Davis, gave the following update:

- WWTP Disinfection- MRB still owes the Board a proposal for the cost of the design phase. Mr. Davis hopes to have that proposal for the next Board Meeting.
- Pebble Beach Pump Station- starting on design. Looking toward the prefab building. Will be reaching out to Livonia Planning Board.



- Water Tank Study- MRB is prepared to present final report findings to the Town and Village. Still waiting on CPL for their report to compare. Meeting is pending.
- SIU Permit for Kraft- MRB will draft a letter to Kraft regarding their permit and clarifier cleaner. The letter will be drafted and presented this week.

**CODE ENFORCEMENT UPDATE:**

- Spoke with Mrs. D’Angelo about sidewalks in D’Angelo Parkway. She asked him to ask the Board if the Village would be interested in bidding on the project. The Mayor said no. The Mayor suggested that Mr. Cappello send her a letter stating a time frame to get the sidewalks done on her own, or the Village will take the lead and use her funds to complete the project.
- Plaza renters have complained to Mr. Cappello about the potholes in the parking lot. He said that he went up to the plaza today and found someone fixing the holes.
- Building on Wadsworth Ave is almost completely down.
- Oak Street- a crew was in cleaning up the bank owned property. Looks like it is being prepared for renters.
- Driscoll Property on hill- Letter has been sent. There has been no response from the property owner. The renters are still living in the property. Mayor Freeman said that he should send them a citation and put a “do not use or occupy” sticker on the door., and that he should take an officer with him. Trustee McKeown stated to make sure proper procedure is followed.
- Mr. Cappello spoke to the owner of the apartment complex about the dumpster, which is behind not only the apartment building, but the Village Hall as well. There have been complaints about the mess recently. The owner was told it needed to be cleaned up and someone needs to continue to maintain it.

**TREASURER UPDATE:**

Treasurer Quinlan was unable to attend, but provided the following for the Board’s consideration:

- Nationwide Retirement- Cares Act Adoption- employees who contribute to the Nationwide Deferred Compensation Program have been given the opportunity to take withdrawal provisions or loan expansion provisions due to the COVID -19 pandemic. Provisions must be adopted by the Board in order for participants to take advantage of these opportunities.

Upon a motion made by Trustee Zhe and seconded by Trustee Hayes, the Board voted to allow employees to take the opportunity for withdrawal provisions or loan expansion provisions if desired. 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

- Insurance Broker- Switch from KAFL to The Ahrens Agency- Treasurer Quinlan offered for the Board’s consideration to switch from KAFL to the Ahrens Agency. Carrie, who has worked with the Village for several years under the guidance of Nancy Skelton has left KAFL after the passing of Ms. Skelton to join Jane Ahrens at the Ahrens Agency, who previously ran her Group through KAFL. Her business has grown large enough to go directly through Excellus and Carrie has managed the Group Customer Service since 2014.

Upon a motion made by Trustee Zhe and seconded by Trustee Batzel, the Board approved switching our broker from KAFL to the Ahrens Agency based on Treasurer Quinlan’s recommendation. 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

- Audit- The Village will postpone the audit and revisit the possibility in the fall due to the COVID-19 pandemic but will continue to utilize Ms. Talbot at Treasurer Quinlan’s discretion.

**MINUTES:**

Upon a motion made by Trustee Batzel and seconded by Trustee Zhe, the minutes from the May 4<sup>th</sup>, 2020 meeting were approved as submitted. 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

**TRUSTEE UPDATE:**

- Trustee Zhe discussed the NYPA maintenance service for the NYPA Lighting Project. It is \$20 per fixture for approximately 380 fixtures throughout the Village. Mayor Freeman questioned if the money would be better spent on purchasing a lift for the Village in order to maintain the fixtures ourselves, rather than paying a monthly maintenance fee for an outside vendor to do it. Trustee Zhe explained that it is not required, but it was implied



that all the Villages would combine to get a better rate for a third party to take care of maintaining the lights. Supt. Barrett will get quotes for a lift to see how that cost would compare to the maintenance fee for a year.

- The Board received a letter of resignation from Park’s Commission Chairman John Marks. He expressed how much he appreciated his time serving on the Parks’ Commission. His resignation will be effective June 12<sup>th</sup>, 2020. Mayor Freeman requested Clerk Randall to prepare an ad for the Pennysaver looking for a new member.

**EXECUTIVE SESSION:**

Upon a motion made by Trustee Zhe and seconded by Trustee Batzel, the Board entered executive session at 7:37pm to discuss contractual issues. Upon a motion made by Trustee Batzel and seconded by Trustee McKeown, the Board exited executive session at 7:44pm. 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

Upon a motion made by Trustee McKeown, the Board adjourned at 7:44pm.

Respectfully submitted,



Heather Randall  
Village Clerk