

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 November 2, 2020.

Present: Thomas Freeman, Mayor
Mark McKeown, Trustee
Tim Batzel, Trustee
Patrick McCormick, Trustee
Bill Zhe, Trustee

Staff: Ken Farrell, DPW Supt.
Tony Cappello, Zone/Code Officer
Joseph Geer, Police Chief

Visitors: Bill Davis, MRB
Steve Harriman, RealTerm Energy (phone)
Paul Vesel, RealTerm Energy (phone)
Ashley Comeau, Holiday Spectacular (phone)
Jessica Ryan-Soucy, Holiday Spectacular (phone)

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

In response to the Covid-19 emergency, attendance for this meeting was limited. Several members of the 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.

REALTERM ENERGY- Steve Harriman & Paul Vesel:

Mr. Harriman and Mr. Vesel attended by video chat to present the Board with a proposal for LED Lighting for the Village. Discussion consisted of the different lighting available, design and the expected savings. Also discussed was the installation timeline the Village will request and funding. The Board was very interested in the maintenance costs and financing available and thanked them for their thorough proposal.

HOLIDAY SPECTACULAR- Ashley Comeau & Jessica Ryan-Soucy

Ms. Comeau and Ms. Ryan-Soucy attended by video chat to describe how the Holiday Spectacular would be a different event this holiday season, in light of the pandemic. Focus will be on the luminaries, which will light up the Village on Sunday December 20, 2020, in cooperation with the Lion's Club and Tom Wahls, who donated 10,000 bags for the luminaries. The hope for that evening is to entice local businesses along with the Lion's and Rotary Clubs to offer treats of some sort to residents who may be enjoying the luminaries in the evening. Kits will be distributed beginning December 13th at the chicken BBQ at the downs. Businesses and residents will also have an opportunity to put up decorations for the holiday to compete in a decorating contest. The Holiday season will kick off with the lighting of the trees in the Circle

Park, where the lights will be put on the first Saturday of December by members of the Parks Commission and the Girl Scouts. The request from Ms. Comeau and Ms. Ryan-Soucy is help from the DPW crew for hanging lights in the Village and sand for the luminary kits. They would also like to ask the Board to sponsor the print advertisement in the amount of \$500.00.

Upon a motion made by Trustee McCormick and seconded by Trustee Batzel, the Board agreed to the \$500.00 commitment to the Holiday Spectacular, along with sand for the luminary kits, and help hanging the lights. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes
Mark McKeown, Trustee	Voting	Yes
William Zhe, Trustee	Voting	Yes

VOUCHERS and MANUAL CHECKS:

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

#1-GENERAL FUND	\$17393.98
#4-SCHEDULE C	\$6324.98
#5-WATER	\$2899.08
#6-SEWER	\$11661.84
#TA00	\$2657.81
TOTAL	\$40937.69

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

Thomas Freeman, Mayor	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes
Mark McKeown, Trustee	Voting	Yes
William Zhe, Trustee	Voting	Yes

DPW UPDATE:

Supt. Farrell provided the following update to the Board:

- Crew is doing leaf pick up.
- Crew worked on prepping Five Arch Bridge for concrete.
- Five Arch Bridge leveling completed on 10/27. Concrete and pumping cost to follow. Elmer Davis to start roofing Wednesday.
- Crew took cones to Driving Park for Foodlink to help with traffic. Town also provided cones.
- Light pole for Hosmer and Amalfi Drive should be delivered this week.
- Ordered 4 new tires for the backhoe and 2 tires for the sidewalk tractor
- Barilla performed fire flow test with the assistance of Lead Water Operator Vanderbilt and Chad Bailey. Located a valve that was closed from a previous test.

- Mike Miron of Avon Youth Soccer requested to store the soccer goals at the Downs. The Board agreed.
- Jim Fusco requested permission to have the Skate House at the Driving Park sided with metal siding. He got a quote for approximately \$1300.00 for materials. Board said to measure the building up and Trustee Zhe will take the request to the Parks Commission for color recommendations.
- Supt. Farrell looking into the cost of a horizontal sidewalk cutter. RGC Construction in Buffalo sells them. He will try to set up a time for a demonstration.
- Reported several streetlights are out. There are also decorative lights out. Supt. Farrell will have Bill Wall take a look.
- Received an email from Kraft and they are preparing to start to clean the clarifier. They are waiting on a start date from contractor. Terry Sawyer, a Kraft retiree, has come back as the interim Plant Manager.
- DEC did a walk-through inspection at the WWTP.

MRB UPDATE:

Bill Davis provided the following update to the Board:

- Sewer Collection I&I Project- Improvements were budgeted for summer 2020.
- WWTP Disinfection Requirement- Due to the DEC compliance schedule, MRB recommends requesting an extension from the DEC or consider beginning the design phase in 2020. Varying results have been obtained from effluent for UVT sampling in determining that UV will be effective for treatment.
- Pebble Beach Road Pump Station- meeting with Village to discuss project specifics, lay out, and exterior aesthetics. Decision to proceed with vinyl siding and hip shingled roof. Setting up to meet with Livonia Planning Board this week.
- Water Tank Study- MRB providing comments to County on the county wide study by November 6th.

TREASURER UPDATE:

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

- Five Arch Bridge Phase 1 update-flowable fill complete, Elmer Davis installing roof, 1st contractor payment at 11/16 Board mtg.
- Mural progress-Shawn will be out from 11/4-11/8 to complete majority of the mural... Mayor and I continue seeking donations...
- The Landmark Society NR nomination project-kickoff meeting in Nov.
- Rob to attend the 11/3 Liv. Co. wayfinding meeting
- 10/20 Insurance broker meeting with Bill and myself re: renewal, and broker met with retirees
- 10/28 Teams meeting w/NYCLASS representative Kathy Saville, Tim, Tom and myself- Kathy to attend our 11/16 Board mtg.
- 10/29 IT meeting attended by Heather, Mark, Shawn Petti and myself-discussed TEAMS, hardware/software purchases
- Working on 2021 flex spending enrollment
- Working on 2017 & 2018 GVBA grant paperwork

- Submitted CHIPS reimbursement for Temple St. & Clinton St. projects
- TYLIN draft CAP study project presentation at our 11/16 Board mtg.

MINUTES:

Upon a motion made by Trustee Zhe and seconded by Trustee Batzel, the minutes from the October 19th, 2020 meeting were approved as submitted. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes
Mark McKeown, Trustee	Voting	Yes
William Zhe, Trustee	Voting	Yes

POLICE UPDATE:

Chief Geer provided the following report to the Board:

- Halloween was very quiet and went smoothly.
- 2 officers were exposed to COVID-19. Both officers tested negative and are not required to quarantine Both are back to work. Working on Police Reform Plan, which is due to the State by April 2021.

CLERK UPDATE:

Clerk Randall provided the following update to the Board:

- Christmas tree bids are due 11/16/2020 for the meeting. We currently have 2 bids.
- Election Day is 11/3/2020. Voting will be held in the Village Hall from 6am to 9pm.
- **LGS-1-NYS Archives Retention and Disposition Schedule:** a updated schedule has been issued to local municipalities/schools for retention and disposition.

Upon a motion made by Trustee Batzel, the following resolution was presented and adopted:

RESOLVED, By the Board of Trustees of the Village of Avon that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

- (a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;
- (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

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

Thomas Freeman, Mayor	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes
Mark McKeown, Trustee	Voting	Yes
William Zhe, Trustee	Voting	Yes

CODE ENFORCEMENT UPDATE:

Tony Cappello gave the following update to the Board:

- Kraft is installing booths for COVID-19 screening upon entering the compound.
- Temple Street and South Ave, setbacks submitted to the Planning Board were approved, along with the subdivision application for Bill Wall.
- Tony has written a letter to send to approximately 20 places in the Village regarding the storage of junk outside, and what is acceptable and not per code.
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TRUSTEE UPDATE:

- ✚ The Board reviewed the public hearing for D’Angelo Parkway. Attorney Whiting provided the Sidewalk Application, which was reviewed. Once reviewed and accepted by the Board, Attorney Whiting stated that the application can be submitted to the Planning Board for continuation of the public hearing that was held open at the recommendation of both the Planning Board and Attorney Whiting.

Upon a motion made by Trustee Zhe and seconded by Trustee McCormick the Board approved the sidewalk application and approves to submit the sidewalk application to the Planning Board.

The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes
Mark McKeown, Trustee	Voting	Yes
William Zhe, Trustee	Voting	Yes

Clerk Randall will reach out to Planning Chair Paul Drozdzeil to ask when he would like to schedule the continuation of the public hearing.

- ✚ Mayor Freeman continues to collect donations for the Mural wall. Kraft is very interested in getting more involved with the community as they have gotten out of the habit in the past few years.
- ✚ Trustee McCormick stated that the VanZandts have committed to being more diligent when using the Village Hall facilities.
- ✚ Trustee Batzel asked about the continuation of the carpeting project in the office. Fire Marshal Anderson will be putting a schedule together according to Mayor Freeman.

EXECUTIVE SESSION:

Upon a motion made by Trustee McKeown and seconded by Trustee McCormick, the Board entered executive session at 8:15pm and exited executive session at 9:50pm to discuss contract negotiations. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes
Mark McKeown, Trustee	Voting	Yes
William Zhe, Trustee	Voting	Yes

Upon a motion made by Trustee McCormick and seconded by Trustee Zhe, the meeting adjourned at 10:00pm.

Respectfully submitted,



Heather Randall
Village Clerk