

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 Tuesday July 6th, 2021.

Present: Thomas Freeman, Mayor
Tim Batzel, Trustee
Mark McKeown, Trustee
Patrick McCormick, Trustee
Bill Zhe, Trustee (via phone)

Staff: Ken Farrell, DPW Supt.
Chris Quinlan, Treasurer
Tony Cappello, Code Enforcement
Andy Anderson, Fire Marshal

Visitors: Bill Davis, MRB (via video)
Edward Forsythe
Kerry Wilson, RealTerm Energy
Steve Harriman, RealTerm Energy
Tom Murray, Lumalon
Jeff Willie, Power and Constriction

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

In response to the Covid-19 emergency, accommodations have been made to allow the public to attend meetings virtually. Moving forward, is no longer necessary as restrictions continue to be lifted by the Governor. In-person meetings are able to resume fully. The Board welcomes all to attend in person and notes that if vaccinated, masks are not required. However, if unvaccinated, the Board asks to please wear a mask and continue to practice social distancing. If residents are ill, or experiencing any symptoms, the Board also asks that they remain home.

LED LIGHT CONVERSION:

Kerry Wilson and Steve Harriman from RealTerm Energy And Tom Murray from Lumalon, along with Jeff Willie from Power and Construction, re proposed their LED Light Conversion offers to the Board. Discussion revolved around the maintenance agreements, and financing. Each company believes that they can have the projects complete by this fall. There were a few discrepancies between the two(one company had a higher interest rate for financing while the other had higher rebates), but the proposals were comparable.

The Board discussed that the purchase of the light inventory from National Grid would be a process starting from scratch and would the turnaround from National Grid impact the numbers drastically? One stated no while the other thought it may impact financing slightly.

Trustee Batzel along with Treasurer Quinlan will schedule a call to get some final information for the Board for the next meeting.

VOUCHERS and MANUAL CHECKS:

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

#1-GENERAL FUND	\$18025.01
#4-SCHEDULE C	\$9285.02
#5-WATER	\$3237.09
#6-SEWER	\$10509.86
#TA00-TRUST & AGENCY	\$3521.85
TOTAL	\$44578.83

The motion was seconded by Trustee McCormick 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 gave the following update:

- ISO fire flow on hydrants
- Ground stumps and topsoiled.
- Assisted National Grid with the take down of a tree on Route 39 and 5&20.
- Water leak on Lacy Street
- Repaired road cuts from the water leaks
- Planted trees on Reed Street. These were free trees provided by the Livingston County Soil & Water program. (Bob Stryker). Provided Mr. Stryker with photos.
- Met with Northern Nurseries in regard to trees on Genesee Street and received a quote.
- Met with Bill Davis in regard to the thickener skirting at the WWTP. Ordered and sent POs for materials and labor.
- Also discussed with Bill Davis possibility of MRB providing an assist (if needed) with a Grade 3 licensed operator. MRB provided a letter sent to the DEC in regard to the operator change at our plant. The letter stated the following: Lead Operator D'Aprile has resigned his position and assistant operator Nick Kubinski is scheduled to take his grade three class and exam in the coming months. It is MRB's understanding that Mr. Kubinski is qualified to stand in under temporary circumstances, and that Supt. Farrell or Mayor Freeman should oversee and/or sign monthly operating reports until Mr. Kubinski becomes officially Grade 3A certified. MRB and the Village are awaiting approval from DEC at this time.
- Brush pick up continues.
- Water leak at the Water Filtration Plant on 7/2. The glue fitting came apart on the back wash line.
- Benches and tables have arrived in the last two weeks. Supt. Farrell and crew are currently putting them together and would like to put concrete slabs under each table

once it has been established where they will be located (Circle Park/ Pocket Park, etc.) The benches from BOCES that came in will be at Case Park. Supt Farrell would like to put those in the shade (they are metal and will get very warm) and a concrete slab with a bracket to secure them.

- Master Control Touch Screen @ WWTP- received two quotes from AquaLogics (sole source vendor) for two different options (provided to Board):

Option 1- Allen Bradley- 10” Panelview Plus Touchscreen terminal and AquaLogics adapter plate -\$4390.00

Option 2- Allen Bradley- 15” Panelview Touchscreen Terminal- \$6170.00

Upon a motion made by Trustee McKeown and seconded by Trustee Batzel, the Board accepted the quote from Aqualogics, as a sole source vendor, and agreed to Option 2 as stated, in the amount of \$6170.00. 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

- Supt. Farrell stated that as of the meeting, there were two applications for the advertised position of WWTP Laborer. There was one more week to collect applications. He requested the Board to allow Chuck Nedeau, who previously worked at the WWTP, to come in a few hours a week to help Mr. Kubinski until we finalize a new hire. The Board agreed, stating that three days a week at his previous rate of \$25.00 would be accepted. The Board will establish an end date.

Upon a motion made by Trustee McKeown and seconded by Trustee Batzel, the Board accepted the request made by Supt. Farrell to reinstate Chuck Nedeau at the WWTP three days a week at his prior rate of \$25.00 temporarily. 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

- Supt. Farrell stated that the Historical Society has requested permission to repair the kiosk at the Downs. There is some warping and damage. Supt. Farrell told them to go ahead as they have repaired it in the past. It was noted that the original kiosk was built by the late Dwight Brown, a former member of the Parks Commission.
- Avon Rotary will be doing some mulching and staining of the playgrounds at the Downs.
- Backhoe delivery is anticipated next week.

MRB UPDATE:

Bill Davis provided the following update:

- Still waiting on DOH’s response to the Pebble Beach project.

- MRB still owes the Village a proposal for the water tank from the concept to design phase.
- WWTP Disinfection Design Proposal- The Board reviewed the proposal, which included the engineering design and construction phase services for the WWTP Disinfection improvements. The design phase was to be completed by Dec. of 2020 and construction to begin May of 2021. An extension has been requested. The Village has also applied for a WQIP grant to help fund the project. MRB recommends that the Village continues to move forward in pursuing the WQIP grant and accept this proposal provided in order to remain in compliance with the SPDES permit. After review of the proposal, the Board agreed to certain parts of the proposal as follows:

Basic Engineering Services

A. Design Phase:

1. Prepare design drawings and technical specifications required for the WWTP improvements described herein and, in the PER. The design drawings and technical specifications will include civil, structural, and electrical drawings associated with the improvements.
2. Provide Contract Documents for public bid of the work utilizing the EJCDC Standard Terms and Conditions and Construction Specifications Institute section format. The Project is anticipated to be bid under two prime contracts including a General Contract and Electrical Contract (as required by NYS General Municipal Law).
3. Coordinate with sub-consultants including electrical design professional service contracts.
4. Meet with the Village staff to review the Contract Documents. A final set of drawings and specifications will be development based on review comments received.
5. Submit Contract Documents to the DEC and EFC for approval. Work with the DEC and EFC to resolve pertinent questions or issues they may have with the design and provide a resubmittal for final approval.
6. Produce final Contract Documents for bidding purposed.

Subtotal of A, Items 1-6..... \$118,000.00

Additional Services

The following items, not included in the above services can be provided, but would only be performed upon receipt of your authorization.

- A. Some limited site survey to supplement the current survey as needed (est. \$1,000.00).
- B. Geotechnical Investigations for UV channel structure inclusive of test pits and a Geotechnical report (est. \$4,000.00).

This subtotal is **\$5000.00.**

Upon a motion made by Trustee McCormick and seconded by Trustee Batzel, the Board approved the Design Phase for \$118,000 and the Additional Services parts A and B in the amount of \$5000.00 for a total of \$123,000.00. The Board also agreed to continue moving forward with the WQIP application as when the draft is received and reviewed. The Board will not meet again before the due date of the submission. 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

Bill Davis will provide an adjusted proposal that includes only the above referenced amounts for execution by Mayor Freeman.

TREASURER UPDATE:

Treasurer Quinlan provided the following update:

- Bill Boyd working on COVID supplies’ quotes for 2nd FEMA grant.
- Bob Gruenfelder working on ice machine quote, and Chris working on tables & chairs quotes for AFD.
- Coronavirus Local Fiscal Recovery funds request submitted on 7/6/2021.
- John working on GVBA quotes for 2017 grant.
- The Landmark Society will perform additional National Register (NR) nomination research in July at the Historical Society and the Library. The final NR nomination draft to NYS SHPO office by the end of July.
- 2019 NYS DEC grant executed on 6/24 and first progress report submitted on 7/2.
- Mural is near completion. LaBella is working on mural park design.
- LaBella is working on 97 Genesee St. design. Kevin O’Donoghue is working on topo map.
- Park benches and picnic tables are in...DPW to put together.
- 96% of Village taxes have been collected to date. Delinquent tax reminders will be sent out tomorrow.
- Working on Annual Update Document.

MINUTES:

Upon a motion made by Trustee McKeown and seconded by Trustee Batzel, the minutes from the June 21, 2021 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

CLERK UPDATE:

Clerk Randall provided the following update to the Board:

- Brandon Moran- Civil Service- Chief Geer would like the Board to consider appointing Brandon Moran as part time civil service. He is on the current list so there would be no need for him to do any of the PT that civil service requires (already done). Chief Geer feels that Officer Moran has been here for approx. 16 months and being civil service allows him to work more than 20 hours per week. There will be a new list coming out soon and Chief Geer does not want to miss the opportunity while Officer Moran is eligible. The process would go as follows: We would call for the List from Civil Service. Once received, the Board would appoint him, and he would be on probation for 6 months. The Board tabled the discussion until the next meeting in order to discuss with Chief Geer.
- Training requirements for code enforcement officials (provided as requested).
- Chamber update provided.
- The office has received several compliments in regard to the clean up from the storm in June by the DPW. Great Work!
- The Board has decided to hold the D'Angelo Parkway sidewalk discussion at the first meeting in September (Tuesday September 7) in order for all Board members to attend. Notification will go to the residents, as a courtesy, to maintain the practice established for previous meetings.

CODE ENFORCEMENT UPDATE:

Code Officer Cappello gave the following update:

- Resident from the Village, who was at the meeting with Tony to discuss his issue, is having trouble with a neighbor in regard to trees along the property line. The Board listened to the resident; however, these types of issues are out of the Board's hands and is a civil matter. The Board hears and appreciates the frustration of the resident but suggested that if there was no resolution between them, a lawyer would be better suited to help.
- There was a complaint of noise and the number of dogs at a residence on Valley Lane. There was no formal complaint filed with the police or the Village office as of the meeting.

FIRE MARSHAL UPDATE:

Fire Marshal Anderson provided the following update:

- 2 pool permits were submitted.
- New build on Lake Road- has done some inspections. According to builder, the house should be complete by the end of the month.
- Did an inspection of a deck.
- Gas station on the circle- work almost complete. There will be a new sign and graphics. The remediation took longer than expected.
- Over Occupancy on Genesee Street- ongoing issue- has a call with Attorney Whiting scheduled to discuss the next steps.
- Has yet to meet with Jim Jerris.

- Requests the approval of the Board to attend the Fire Marshal Conference to be held in September. This conference is an annual conference which would fulfill, and training requirements needed to maintain certification as a fire marshal/code enforcement officer. At this time, Fire Marshal Anderson has completed the training required for this year. For this reason, Trustee Batzel, and Trustee McCormick feel that the conference is not necessary and also stated that it was not an item considered for the budget. The Board agreed and suggested to submit the request next year.
- Trustee McCormick asked if there has been any progress or if there was an update on the condemned building on West Main Street. Neither Fire Marshal Anderson nor Code Officer Cappello has had any contact with the owner of the property. Trustee McKeown had been a point of contact as well and stated he has not heard from the property owner either.

TRUSTEE UPDATE:

- Mayor Freeman stated that Code Officer Cappello has not completed required training for his certification and has requested a second extension with the state. At the time of the meeting, there was no response. He would like to keep Code Officer Cappello on in order to help Fire Marshal Anderson with the extra workload for the moment, and stated that as of right now, Code Officer Cappello is unable to sign permits.

EXECUTIVE SESSION:

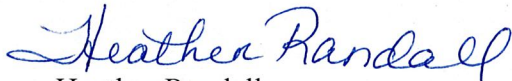
Upon a motion made by Trustee McKeown and seconded by Trustee McCormick, the Board entered executive session at 8:56 pm and exited at 9:30pm to discuss contractual matters. The motion was carried by the following vote:

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

No action was taken:

Upon a motion made by Trustee McKeown the Board adjourned at 9:30pm.

Respectfully submitted,



Heather Randall
Village Clerk