

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, on August 15, 2022.

Present: Thomas Freeman, Mayor
 William Zhe, Trustee
 Tim Batzel, Trustee
 Amanda Hoffmann, Trustee
 Patrick McCormick, Trustee

Staff: Ken Farrell, Supt. of Public Works
 Joseph Geer, Police Chief
 Christine Quinlan, Treasurer
 Ashley Comeau, Parks Commission Chair

Visitors: Jan Rogers, Livingston Insurance
 Jen St. Hilarie, Livingston Insurance
 Melissa Stanton, North Ave
 Bonnie Davis, North Ave
 Sarah Santora, Sen. Gallivan's Office
 George Brown, Genesee Street
 Cheri Frew, Ross Lane
 Jeff Mulligan, Mulligan Farms
 Supervisor David LeFeber, Town of Avon
 Attorney Whiting via telephone (7:30pm)

Mayor Freeman called the meeting to order at 5:30pm and began with the Pledge of Allegiance.

VOUCHERS and MANUAL CHECKS:

Upon a motion by Trustee Zhe the vouchers and manual checks/electronic payments were approved for payment from the following funds:

#1-GENERAL FUND	\$101898.31
#4-SCHEDULE C	\$22480.64
#5-WATER	\$1205.12
#6-SEWER	\$4873.90
#TA00-TRUST & AGENCY	\$929.32
TOTAL	\$131387.29

Electronic payments:

FED/NYS Taxes	p/r#22-16	\$13775.19
Nationwide Retirement	p/r#22-16	\$3076.39
	TOTAL:	\$16848.58

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

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

LIVINGSTON INSURANCE- RENEWAL

Jan Rogers and Jen St. Hilarie were in attendance to review the renewal of the insurance policy for the Village of Avon. Any questions the Board had were noted by Mr. Rogers and he will email with any findings. He also stated that anything that they would like to have requested can be done at any time upon the request of the Board.

The total amount for the renewal for the package is as follows which, the Board agreed to unanimously:

Commercial Package:	\$61167.85
Pol/Public Off:	\$17559.00
Owners & Cont:	\$321.00
Fedility/Crime”	\$719.00
TOTAL:	\$79766.85

MELISSA STANTON/BONNIE DAVIS- NORTH AVE. SIDEWALK UPDATE

Melissa Stanton and Bonnie Davis attended the meeting to inquire on an update in regard to the North Avenue sidewalk project. Mayor Freeman explained to Ms. Stanton and Ms. Davis that the summer got away from them due to the large tree project that was the priority, and that and the priority for sidewalks this year are the sidewalks from River Street to the Downs. The North Ave. sidewalks will be the priority for the next construction season. Supt. Farrell said he can paint out an estimated route, explaining that the plan is on the east side of North Ave, cross over and run down the west side to Rochester Street.

SARAH SANTORA- SENATOR GALLIVAN’S OFFICE

Ms. Santora stopped to remind the Board that Senator Gallivan will still be the representative for this district until the end of the year and if there is anything they can do to feel free to reach out to them.

JEFF MULLIGAN- WATER CONTRACT

Mr. Mulligan attended to review and finalize the water supply agreement with the Village. All updates have been approved by both the Village Board and Mr. Mulligan, who stated that Steve Morsch will begin boring under the road next week. He thanked the Board and Supt. Farrell for all the hard work that they have done to help with this project and says that this will be an immense improvement to the day to day running of his farm.

Upon a motion made by Trustee Hoffmann and seconded by Trustee McCormick, the Board authorized Mayor Freeman to execute the Out of District Water Supply Agreement with Mr. Mulligan. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

Mayor Freeman and Mr. Mulligan signed the contract and Clerk Randall will forward the agreement to Supervisor LeFeber, who was in attendance, for his signature as a courtesy to the Town. Once all parties have signed the agreement, Clerk Randall will forward copies to everyone.

Also provided to the Board was a draft of the easement and conveyance of waterline easement agreement between the Howlett’s, Gray Metal, Livingston County Industrial Development Agency (LCIDA), and Mr. Mulligan for our information.

PUBLIC HEARING- PROPOSED LOCAL LAW 1 OF 2022, SEWER RATE INCREASE

Upon a motion made by Trustee Hoffmann and seconded by Trustee McCormick, the Board opened the public hearing at 7pm. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

Clerk Randall read the following notice that was published in the LCN as required:

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that a public hearing will be held before the Village of Avon Board of Trustees of the Village of Avon on August 15th, 2022, at 7p.m. in Conference Room B at the Village Hall, 74 Genesee Street, Avon, New York on the following matter:

Proposed Local Law No. 1 of 2022 amending Local Law 2 of 2016, to increase quarterly sewer rents for all users, except those users who have individual agreements with the Village, to (to be determined) per quarter for each 2,000 cubic feet of water consumed and pro-rata charge for any portion of the last 2,000 cubic feet of water consumed. Any users with individual agreements with the Village shall be charged under the terms of the individual agreement.

The Village Board will, at the aforesaid time and place, hear all persons in support of this change or objections thereto. Persons may appear in person or by agent or attorney. A copy of the proposed local law is available for review at the Village Clerks office located at 74 Genesee Street, Avon, NY, from 8:00am to 4:00pm Monday through Friday.

Dated: July 18th, 2022

By Order of the Board of Trustees
Village of Avon, New York

Thomas Freeman, Mayor

The Board addressed several items in regard to the increase. Mayor Freeman explained to those in attendance that the increase in the rate is to help offset the projects that will be coming up in the future. There has been no increase in the rate since 2016. According to Treasurer Quinlan, the rate we should be charging per quarter is \$68.00. We currently charge \$57.00. One member stated that an incremental increase to get to that amount would be easier on residents, but the others thought it a better idea to do it all at once. Treasurer Quinlan stated that there is a hardship program available through the state that is an option for residents if they need it.

Upon a motion made by Trustee Hoffmann and seconded by Trustee McCormick, the Board agreed to a rate increase of \$67.00 per quarter. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

With the rate established, the Board will hold a second public hearing on September 19th, 2022, at 7pm in order to adopt the local law. Clerk Randall will run a notice in the LCN as required. A copy of the local law will be available at the office upon request.

Once the law is adopted, a notice will be included in the water billing for November as to the new rate. That rate will take effect for the February 1st billing of 2023.

DPW UPDATE:

Supt. Farrell provided the following update to the Board:

DPW Activity – past weeks

1. Brush pick up continues.
2. Worked on Pocket Park (saw cutting, sealed concrete).
3. Cleaned up Case Park (trimmed trees, cleaned under gazebo).
4. Started striping X-walks and parking spaces.
5. Cleaned up for Corn festival.
6. Watered trees and flowers.
7. This is the last week for PT summer help and Supt. Farrell would like to be able to hire someone to continue watering the flowers for several more weeks. Crew member Rylie Randall did a great job with the flowers this season and he would hate to see that go by the wayside when there is still a lot of life in them. The Board agreed stating that he can move forward with finding a replacement who is 18 or over.

WWTP

1. Still waiting on quotes for the Primary Digester Mix in g pump and motor.
2. Sent photos to Insurance Company regarding the fire at the WWTP.

Water

1. The intake screens in the lake were inspected by Ken Sharp. He is a diver that has inspected the intakes for us in the past. All looked good and we will be looking for the report.
2. Raw water tank at the Filtration plant will be cleaned this Wednesday. We will be draining the tank and cleaning the sediment off the bottom. This is done annually.

Also discussed:

- Trustee McCormick complimented Supt. Farrell and the rest of the crew on how nice the Village has looked this summer.
- Mayor Freeman stated that he has spoken with Christopher Conine who is working on trying to get a better bottom line amount from National Grid in regard to the pole relocation in the Pebble Beach Pump Station Project. Trustee Batzel was able to get MRB to pay 25% of the cost.
- The Board also discussed the memorandum provided by Mark Bailey of MRB in regard to the UV Disinfection and the electrical service and auxiliary generator. Electrical issues have been identified in which it has been determined that the UV system load proposed would exceed the capabilities of the existing generator. Electrical Design Alternatives would include for the electrical service, at minimum, consultation with National Grid in order to discuss upgrading the transformers at the site or providing a new service altogether. For the auxiliary generator, options include replacing the existing generator, or providing a generator sized solely for the UV system load. According to MRB, NYSDEC has been inquiring on the status of the disinfection project and the issues need to be addressed before continuing to move forward with the submitting of plans and specifications for it.

TREASURER UPDATE:

Treasurer Quinlan provided the following update to the Board electronically:

Ongoing

- 2017 GVBA portable stalls have been ordered. Ken and I working on MWBE quotes for electric and paving quotes.
- 2019 GVBA portable restroom quotes being worked on by John Barrett.
- NYS retirement deductions still need to be corrected.
- The Board needs to determine additional use(s) of the ARPA funds.
- Letchworth Gateway Villages completing Avon's Bike-Around Assessment insight report and action plan which will be shared with us.
- 96% of taxes collected to date with approximately \$46K outstanding.

New

- Annual Financial Report and Notes for fye 5/31/22 electronically filed with NYS Comptroller on 8/11/22.

- NYS Public Service Commission (PSC) approved our streetlight purchase on August 11, 2022. See National Grid letter dated 8/15/22 re: closing checklist.
- Submitted for picnic table reimbursement to Liv Co First Impressions Program grant on 8/12/22.
- Pocket Park structure to be installed early September. Working on two quotes for the roof.
- Meeting scheduled on Sept. 14th with Alex Kone & Bob Williams, Genesee Transportation Council re: next round of TAP funding.

POLICE UPDATE:

Chief Geer provided the following update to the Board:

- The new cars have been added to the fleet. The Tahoe and Crown Vic will be going to auction.
- Corn Festival was a success.
- Civil Service List- Chief Geer would like the Board to call for the current civil service list in order to move forward with making Officer Moran part time competitive on the roster. The Board agreed. Clerk Randall will reach out to the County for the list.

CLERK UPDATE:

The following items are updates from Clerk Randall:

- Provided- Public hearing notice that ran in the paper Thursday (4/4) and the proposed local law to change the sewer rate. Public Hearing to open at 7pm to decide rate.
- Provided- Copy of letter requesting the court audit be completed. This is done annually. Court Clerk Jeanette Cullinan needs a Board Member to do the audit with her. She has availability the week of September 19th. Audit is due back to the Court system by October 17th, 2022. Deputy Mayor Zhe will set up a time with Clerk Randall and Court Clerk Cullinan.
- For your consideration and approval- Taylor Garlock (MRB) requested a Letter of Support for the Town of Avon’s upcoming WIIA Grant Application through EFC. Letter provided for review. The Board discussed the Town of Avon’s grant application with Supervisor LeFeber, who described the Town’s water infrastructure and the concerns they have identified. They believe that the support of the Village will help with the possibility of an award.

Upon a motion made by Trustee Hoffmann and seconded by Trustee Zhe, the Board agreed to send the letter of support to EFC for the Town of Avon’s Water Infrastructure Improvement Act (WIIA) Grant application. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

- Letter of Congratulations received by Melissa Orellana, owner of Pets Perfect (new business on Genesee Street) for completing their Livingston County First Impressions Project (new sign).

- Provided a copy of the minutes held August 3rd, 2022, with Centrica for the Village’s Street light upgrade project.
- Received Thank You notes from Louise Wadsworth, Maureen Wheeler, and Chris Quinlan for the Village’s support of the Mural Festival.
- General Code- questions have been submitted to General Code for their review. Next step is for General Code to create a draft of the code for the Board to review and approve.

MINUTES:

Upon a motion made by Trustee Zhe and seconded by Trustee McCormick, the minutes from the August 1, 2022, meeting, were approved as submitted. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

CODE ENFORCEMENT/FIRE MARSHAL UPDATE:

Fire Marshal Anderson provided the Board with the following update electronically:

- Property Maintenance letters sent out
 - Jim Jerris Avon Redemption Center (Work in progress to clean up)
 - 86 Wadsworth Ave Rucinski Property Located on River Street
(Left 2 messages and finally Spoke to owner will be mowing week of 8/15/2022)
 - 234 Rochester Street Macaroni Factory
(Spoke to Mrs. Baldassare daughter Katherine Pitts property owner in very ill health and is taking care of her. Will try her best to clean up property by end of September)
 - 282 Wadsworth Ave
(Vegetation overgrowth)
- Permit inspections continue
- Vast number of new permits coming in office.

PARK’S UPDATE:

Park’s Commission Chair Ashley Comeau provided the following update:

- Bike Station at Burke Triangle- this is a fall project that will require the pour of a 90”x45” concrete pad. Jim Carney will follow up in regard to a plaque and DOT signage.
- Maintenance at the Downs- Wood from the old bleachers will be used to help complete updates to the workout areas.
- Lights- several lights at the downs are not working, specifically at the entrance to the park, the main parking lot, and in front of the pavilions. Trustee McCormick stated that these lights are part of the street light project with Centrica and should be complete this calendar year.
- Horse Barn- Ms. Comeau discussed the facia boards on the barn. She also stated that a budget needs to be created to move forward with the updates to the paddocks. She will also get together with Clerk Randall to create an advertisement for renting the stalls.

- Skate House Improvements- Holiday Spectacular Grant- It has been discussed that the skate house would be taken down, however, Ms. Comeau said this will be the perfect place to house the skates that she is working on having donated for the ice rink that will be housed at the Downs. She would like to have improvements done, including the replacement of windows, and have security cameras installed as well. She will be coming back to discuss the ideas in more detail at a later date.
- Natural Playground- some of the logs/boards are rotting. Supt. Farrell is working on removing the bad ones and coming up with a solution for replacement. Bears Playground will come out for an inspection before the warranty is up.

EXECUTIVE SESSION:

Upon a motion made by Trustee McCormick and seconded by Trustee Hoffmann the Board entered executive session at 7:55pm and exited at 9:00pm in order to discuss contractual issues. Supervisor LeFeber was asked to join, and Attorney Whiting called in via telephone. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

After exiting executive session, the Board agreed unanimously to the proposed schedule of Officer Moran and Chief Geer to alternate time at Avon Central School as a second SRO in the primary building, funded by the school. The SRO contract should be updated accordingly along with Chief Geer’s contract with the Board, who agreed to a 1 for 1 compensatory hour at the part time rate. This will continue until an officer can be hired strictly as an SRO for the district.

Upon a motion made by Trustee Batzel and seconded by Trustee Zhe the Board agreed to the Memorandum of Understanding in regard to the Leicester/York Regional Water Supply Expansion Project which is being discussed among entities of the county. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	No
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

Upon a motion made by Trustee McCormick and seconded by Trustee Zhe, the Board adjourned at 9:05pm. The motion was carried by a unanimous vote.

Respectfully submitted,

Heather Randall
Village Clerk

Meeting Minutes
Village of Avon – Street Lighting Upgrade Project
August 3rd, 2022

Name	Title	Company/ Agency	Phone	E-mail
Scott Clark	Project Director	Centrica	518-406-0739	Scott.Clark@centrica.com
Ryan Bidwell	Lighting Engineer	Centrica	518-406-0328	Ryan.Bidwell@centrica.com
Ken Hobbins	Account Executive	Centrica	518-406-0391	Ken.Hobbins@centrica.com
Ryan Van Blarcom	Energy Engineer	Centrica	518-217-6386	Ryan.Vanblarcom@centrica.com
Patrick McCormick	Board Trustee/Project Manager	Village of Avon	585-967-7491	pmccormick@village.avon-ny.org
Ken Farrell	DPW Supervisor	Village of Avon		kfarrell@village.avon-ny.org
John Barrett	DPW	Village of Avon		johnb585@gmail.com
Chris Quinlan	Treasurer	Village of Avon	585-226-8118	cquinlan@village.avon-ny.org

Meeting Purpose

The Village asked to have Pat McCormick take over as the Project Manager for the street lighting upgrade project. Our team wanted to introduce ourselves and provide an update on where the project stands and what the plan is moving forward. Items discussed are listed below:

Project Status Update

- Centrica informed the Village that they had completed our first round of fixture survey. This included performing a GIS audit of the existing fixtures to determine their locations, as well as separate night visit to collect light readings for several locations around the Village.
- Centrica is currently preparing a scope of work for issuance to subcontractors to obtain competitive labor pricing.
- Centrica is currently working with National Grid to verify the status of some of the fixtures that were found in the field, but their ownership is not clear.

Fixture Color Temperature

- Centrica confirmed with the Village that there is not a Dark Sky compliance ordinance in place and the decision was made that replacement cobrahead and post top lighting fixtures will be 4000k color temperature.

Lighting Design/Fixture Selection

- Centrica will be proposing new fixtures for both the cobrahead and post top fixtures. This is going to result in higher pricing than the PFA which was priced using a retrofit kit to keep it comparable to other proposals the Village has received. It was generally agreed that this was the proper course of action given the current condition of the lenses in the existing fixtures.
- The Village would like Centrica to match the existing LED fixture that is currently installed around the Park Place circle. This is a Phillips Lumec post top fixture.
- Patrick and Ken Farrell plan to drive through the Village and let the Centrica team know of any areas they feel are currently underlit.

Additional Scope Discussion

- The Village would like Centrica to look at the following items to see if they can be added to the existing street lighting scope:
 - Village/Fire Hall existing exterior fixtures – Convert to LED
 - Wastewater existing exterior fixtures – Convert to LED
 - New underground conduit and wiring for the poles on Horseshoe Blvd
 - New conduit and wiring and replacement of missing pole at the Park Place traffic circle

- New poles and fixtures in the Municipal Parking lot.
 - Note – Centrica may suggest replacing the existing post top fixtures with new poles and shoebox style fixtures.

General Items

- Centrica informed the Village that we suggest holding a maintenance allowance within our cashflow for upkeep of the existing system. One of the items that this could be used for is if National Grid decides to replace an existing utility pole. If this were to occur, the Village would be responsible for the re-installation of the mast arm and fixture, and paying a reconnection fee to National Grid. This is per the National Grid Pole Attachment Agreement that would need to be signed by the Village as part of their purchase of the system.
- Discussed that the GIS inventory would be given to the Village upon completion of the project, but it does not provide live status updates for outages. The fixtures will be equipped with 7-pin photo cells to allow for this capability in the future, but it will not be part of our project to install the advanced controls necessary to allow for this capability.

Next Steps

- Centrica will revise the scope of work and schedule a time to walk subcontractors. We will confirm a date with the Village within the next two weeks.
- Centrica will provide bi-weekly project updates to Patrick the Wednesday before each board meeting that are held the first and third weeks of the month.
- Next in-person meeting will be to review the total scope of work and complete a toggling session with the necessary people from the Village



August 4, 2022
Melissa Orellana
Pets Perfect
45 Genesee St.
Avon, NY 14414

Dear Ms. Orellana,

Congratulations on successfully completing your Livingston County First Impressions project!

This reimbursement is for your First Impressions Grant for your sign at 45 Genesee St, Avon, N.Y. 14414.

Enclosed you will find a check in the amount of \$2452.50 from the Livingston County Development Corporation as reimbursement for your project.

Thank you for your investment in Avon!

Sincerely,

Louise L. Wadsworth
Downtown Coordinator

Cc: Mayor Thomas Freeman
Supervisor David LeFeber

VILLAGE OF AVON
in the Genesee Valley

74 Genesee Street
Avon, New York 14414

THOMAS FREEMAN, MAYOR
WILLIAM ZHE, DEPUTY MAYOR
TIMOTHY BATZEL, TRUSTEE
AMANDA HOFFMANN, TRUSTEE
PATRICK MCCORMICK, TRUSTEE

Telephone: (585) 226-8118
Fax: (585) 226-6284

HEATHER RANDALL, CLERK
CHRISTINE QUINLAN, TREASURER
JOSEPH GEER, CHIEF OF POLICE
KEN FARRELL, SUPT OF PUB WORKS
BRIAN STROZEWSKI, FIRE CHIEF
ANDY ANDERSON, FIRE MARSHAL

August 15, 2022

Maureen A. Coleman, President
Environmental Facilities Corporation
625 Broadway
Albany, NY 12207

Re: Town of Avon, Water Infrastructure Improvement Act Grant Application

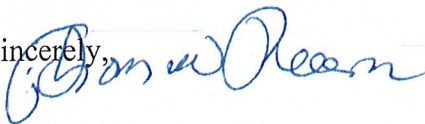
Dear President Coleman,

This letter is in strong support for the Town of Avon's Water Infrastructure Improvement Act (WIIA) grant application through the NYS Environmental Facilities Corporation.

The Village of Avon treats and supplies water to the Town of Avon, which has approximately 653 service connections serving a population of approximately 3,000. The Town identified concerns with the 70+ year old cast-iron pipe system. The condition, age, and frequent repair of these watermains warrants replacement to ensure the reliability and capacity of the system. The project will consist of replacement of approximately 36,500 LF of distribution system watermain to ensure public safety and water quality is maintained. In addition, the East Avon-Lima PRV Vault will be replaced, and improvements will be made to the Townline Water Storage Tank.

This project is critical to improving water quality for the Town and Village of Avon, and this application has our full support. Thank you, in advance, for your time and consideration. If you have any questions, please do not hesitate to contact my office.

Sincerely,



Thomas W. Freeman
Village of Avon
Mayor