

A 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 November 7, 2022.

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

Staff: Ken Farrell, Supt. of Public Works  
Chis Quinlan, Treasurer  
Joseph Geer, Chief of Police  
Bill Davis, MRB  
Ashley Comeau, Parks Commission Chair/Holiday Spectacular

Visitors: Ken Hobbins, Centrica  
Maureen Kingston  
Jon Bates, GVBA  
Allithea Killeen, GVBA  
Sandy Stoddard  
Terry Mays  
Patty Bruno  
Kathy Bohn  
George Miller  
Mark Shero

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

### **DIVING PARK/HORSE DISCUSSION:**

Maureen Kingston attended the meeting with several interested and knowledgeable members of the horse racing community to discuss the opportunities the Driving Park has to offer in the way of horse shows, racing, and other events including the possibility of becoming a fairground for the county.

In recent years, due to the wonderful relationship between the Village of Avon and the Genesee Valley Breeders Association (GVBA), there have been many events held that brought carriage shows and horse shows to the park. Maureen led the discussion, starting with the rich history of horse shows, races, and events that were regularly held and attended at the Driving Park. With the work that the Village and GVBA have been able to accomplish to refurbish this diamond in the rough, Maureen and her guests feel that this is an incredible opportunity to have these types of events happening again. Thoughts of being designated as a fairground was discussed, hoping that it would make more opportunities for other organizations such as 4-H Club, barrel racing clubs, pony clubs, harness racing and other types of equine events to possibly use this area in the coming years.

Mayor Freeman expressed his excitement of hearing all of the encouragement and ideas going around the room while Trustee Batzel reminisced about events held in the past. Mayor Freeman

asked what are some steps to take to get us moving in the right direction and get events here quickly?

It was recommended that the track be surveyed, and a license should be obtained. It was pointed out that the Village owns the park and that GVBA uses the grounds for their events as the “fair”. Mayor Freeman and the Board feel it is definitely worth moving forward to find out more information. Possibly create a committee or a separate entity to move forward. This will do wonders to help support the economy, and to get that beautiful track up and running again.

Guests provided contact information which will be provided to members of the Board and Parks Chairperson in order to create more dialogue and get guidance through this process.

**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	\$51238.62
#4-SCHEDULE C	\$6411.30
#5-WATER	\$8921.86
#6-SEWER	\$14433.49
#TA00-TRUST & AGENCY	\$5596.91
TOTAL	\$86602.18

Electronic payments:

FED/NYS Taxes	p/r#22-21	\$15894.53
Nationwide Retirement	p/r#22-21	\$2405.66
FED/NYS Taxes	p/r#22-22	\$15109.36
Nationwide Retirement	p/r#22-22	\$3119.80
<b>TOTAL:</b>		<b>\$36529.35</b>

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

**CENTRICA- STREET LIGHT FINANCING-**

Ken Hobbins joined the meeting to review and help the Board decide on the financing for the streetlight project. Everyone is eager to move forward and get the project started. Mr. Hobbins provided two options: A 10-year term at a lower rate of 4.91%, with the contingency estimated at \$20,000 vs a 12-year term at a rate of 5.86% with a full Village held contingency of \$67,560. It was discussed that the 10-year term seems to be a better fit, and its with a company that the Village already has a relationship with. Trustee Zhe and Mayor Freeman both feel the 10-year



term is the best choice and said that we still have ARPA funds that can be used for this project should we need to.

Upon a motion made by Trustee Zhe and seconded by Trustee Hoffmann, the Board voted to move forward with the 10-year term at the rate of 4.91% with a Village held contingency of \$20,000. 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

**MRB UPDATE:**

Bill Davis of MRB gave the following update to the Board:

- WWTP UV disinfection – Communication error with National Grid who was unaware that anything was needed from them at this point in time. MRB representatives corrected that assumption and requested their necessary information as soon as possible.
- Valve Vault Replacement- Easement review with David LeFeber will be set up.
- A meeting with GHD will be set up to bring MRB into the conversation of the WWTP upgrade with LCWSA. Bill Davis will facilitate this meeting and organize with Clerk Randall.
- Bill Davis announced that the grant award announcements were made on Friday 11/4. The County did not receive what was applied for but was awarded \$5million from EFC.

**DPW UPDATE:**

Supt. Farrell provided the following update to the Board:

DPW Activity – past weeks

- Leaf pickup
- Planted trees, trees for Genesee St. were planted at brush dump in mulch for the winter, Brice June from DEC was contacted to look at to make sure ok for grant. Trees for Genesee St. to be planted next spring along with brick rehab with concrete.
- Ice rink delivered, putting in horse hay storage barn
- Pocket Park electric/ light are done, cleaned up around Pocket Park. Crew put benches up around the concrete pad.

Wastewater Treatment Plant:

- Nick Kubinski & Sam Rugg continue with the daily operations of plant. Reports that Kraft has installed pipe for forced main.
- Repaired stabilizers on Trickling Filter (cables/rods with turn buckles)
- Asst. with leaves when short staffed

Water Plant:

- Water Plant inspection with Livingston County Health Department. (Report provided).



- Chad Bailey and Kirk Vanderbilt trained on the new water meter reader.
- Read water meters with new equipment.
- Pebble Beach Pump Station, by-pass was installed on 11/1/22 with no issues with shut down of water main from Pump station to Filtration Plant (at Minnahans).

Mayor Freeman stated that he authorized a \$2000 change order to the project in order to repair a pipe and keep the project moving forward.

**TREASURER UPDATE:**

Treasurer Quinlan provided the following update to the Board electronically:

*Ongoing*

- 2017 GVBA grant...contacted NYS certified MWBE electric vendor who is retired so Ken will be obtaining two local quotes...response back to Ken from one of the three NYS certified MWBE paving companies. Preparing MWBE paperwork for NYS review and approval.
- 2018 GVBA grant...GVBA Board approved recommended portable restroom vendor and paving at their 10/12 meeting. Working on grant paperwork including MWBE waiver for submission to NYS Ag for approval.
- 2019 GVBA grant ideas w/pricing discussed with GVBA at their 10/12 meeting. GVBA Board agreed to proceed with grant but not particular projects yet.
- NYS retirement deductions being worked on by Jen Talbot and Tim Batzel. Jen will be onsite on 11/18/22.
- The Board needs to determine additional use(s) of the ARPA funds.
- PTNY Bike-Around Assessment insight report recommendations follow-up by Parks Commission & Planning Board.

*New*

- MTG Discharge- 64 Rochester Street- Frank Matusak has satisfied his loan through the Community Development Rehab Laon for the referenced property and has requested Mayor Freeman to execute the paperwork to discharge the mortgage.

Upon a motion made by Trustee McCormick and seconded by Trustee Zhe, the Board authorized Mayor Freeman to execute the paperwork to discharge the mortgage for 64 Rochester Street as requested. 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

- NYMS-TA grant extension approved on 10/20/22. Working on \$60,000 reimbursement package for NYS.
- Trustee Zhe and I met with Carrie Wood, Aherns Benefits, on 10/21, to review upcoming 2023 health insurance coverage & premiums.
- Working with Chief Strozewski on NYS DEC VFA grant with deadline of 11/15/22.
- National Grid closing scheduled for 11/17/22.



- Water Operator Vanderbilt, Supt Farrell, and Treasurer Quinlan have found an error in the water/sewer billing with a few customers which cause them to be overcharged for the last several years totaling approximately \$6000. The mistakes have been corrected in the system and we request authorization to make the customers whole.

Upon a motion made by Trustee Batzel and seconded by Trustee McCormick, Treasurer Quinlan was authorized to issue checks in the refundable amounts to the customers overcharged. 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

**POLICE UPDATE:**

Chief Geer presented the following update to the Board:

- Officer Moran’s last day with the department was October 21, 2022. Chief Geer has interviewed 5 candidates. There is still one more interview to conduct.
- Speed sign- Chief Geer received a quote from Radar Sign Inc. for \$3000. Elan City is running a special- buy one get one half off-and he likes the specs of that one better. He wants to wait until he gets the quote from Elan City before making the decision. Chief Geer stated that the signs are also weather sensitive and do not perform well under 40-degree temperatures, so the sign will not be out for use until probably the spring.
- On November 1<sup>st</sup> in the early morning, the gas station located on the circle was broken into. The department is working with a host of entities, including the state police. Suspects have hit 12 surrounding businesses as of the meeting.
- November 12- First annual Veteran’s 5K run will be held at the school. The department will be ready if assistance is needed but the run will be on the campus.
- SRO Contract Update: Contract is still being reviewed by the school. Mayor Freeman has asked Supt. Pacatte for an update as soon as possible in order to come to a resolution.

**CODE ENFORCEMENT UPDATE:**

Code Officer Anderson was unable to attend the meeting but provided the following report to Clerk Randall for submission:

- Driscoll Property on West Main (the hill)- has been in contact with Attorney Whiting who is continuing to work on bringing the situation to a resolution.
- Hal Cole- paperwork has been filed with the court system and should have a resolution date of December 1, 2022.
- Cottone Property- Attorney Whiting continues to work on this issue.
- A list of permits and issued certificates of compliance/occupancy will be provided for next meeting.

**CLERK UPDATE:**

The following items are updates from Clerk Randall:

- Received- Liv Co. Dept of Health- Village of Avon Public Water System Sanitary Survey 2022 report.



- Provided- Avon Chamber Minutes
- Invitation to the Avon Pumper Company Annual Christmas Party provided. To be held Friday December 2<sup>nd</sup> starting at 6pm. Please RSVP to Barb Ippolito, or me by November 25<sup>th</sup>, 2022.

**Important Dates:**

- Tomorrow- November 8<sup>th</sup>- Election. The hall will be open at 5am for the election to start at 6am
- The Village will be closed on Friday November 11, 2022, for Veteran’s Day, and Thursday November 24<sup>th</sup> and Friday November 25<sup>th</sup>, 2022, for Thanksgiving.

**LIVINGSTON COUNTY HIGHWAY DEPARTMENT  
INTERMUNICIPAL/SERVICES SHARING AGREEMENT EXTENSION  
FOR 2023:**

The Village Board received the request from Livingston County to renew the Intermunicipal/Service Sharing agreement for the term beginning January 1, 2023, and expiring December 31, 2023, and may be renewed annually for up to 5 one-year terms. This agreement is for the use of machinery, tools equipment and services if ever needed by the Village.

Upon a motion made by Trustee Hoffmann and seconded by Trustee Zhe, the Board authorized Mayor Freeman to execute documents for the Intermunicipal/Services Sharing Agreement from January 1, 2023, to December 31, 2023, with Livingston County Highway Department. 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

**AVON HOLIDAY SPECTACULAR UPDATE:**

Parks Chairperson Ashley Comeau gave a brief update on the Spectacular, providing a letter of “thanks” for the Board’s continued partnership and donation. This year, they have over 50 participants, and an abundance of family friendly activities, and a concert- not to mention the unveiling of the anticipated ice rink! Ashley stated that she will meet with Chief Geer and Supt. Farrell to coordinate the closing of Genesee Street, the set up of the skating rink and volunteers needed.

**CHRISTMAS TREE BIDS 2023:**

The Village Board submitted a notice to the LCN, in addition to soliciting local tree farms, in order to compile quotes for Christmas trees to decorate the Circle Park for the holiday season. The request was as follows:

The Village of Avon Board of Trustees  
Invites the submission of a quote for  
**TWENTY-FOUR (24),**  
6 to 7 feet,  
Fresh cut fir or evergreen trees.

Trees **MUST** be delivered to  
**THE VILLAGE OF AVON**  
On Monday, November 28, 2022.  
We will receive quotes up until **NOON**,  
Friday November 4<sup>th</sup>, 2022

at the  
Office of the Avon Village Clerk  
Attn: Heather Randall  
74 Genesee Street, Avon, New York, 14414  
Bids will be opened at the November 7<sup>th</sup>, 2022  
Village Board Meeting at 7pm.  
By order of the Avon Village Board of Trustees  
Heather Randall  
Village Clerk

The Board received two quotes, which were opened by Trustee Zhe at 7pm. The two quotes were:

1. Pete’s Tree Farm- Rochester NY- 24 fresh cut trees, 6-7 ft. bailed, to be delivered Monday November 28, 2022. Price quoted was \$65 per tree plus \$100 delivery charge for a total of \$1660.00
2. Bird Haven Christmas Tree Farm-Warsaw, NY- 24 trees to be delivered Monday November 28, 2022. Price quoted was \$125 per tree for a total of \$3000.

The Board discussed the quotes and decided to table the award until the Parks commission could review the quotes at their meeting on Tuesday night.

**STALL RENTAL REQUEST:**

The Board received an application for a new tenant in the horse barn at the Driving Park. Stacey Wall requested the rental of two stalls effective November 2022. She has signed off on the application, provided a copy of the required insurance and will pay the fee if the Board approves the request.

Upon a motion made by Trustee McCormick and seconded by Trustee Hoffmann, the Board accepted the request and authorized Mayor Freeman to execute the lease agreement. 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

**MINUTES:**

Upon a motion made by Trustee McCormick and seconded by Trustee Zhe, the minutes from the October 17, 2022, meeting minutes were approved as submitted along with the minutes from the special meeting held October 12<sup>th</sup>, 2022. 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

**TRUSTEE UPDATE:**

- ✚ Five Arch Bridge-repointing- Trustee Zhe discussed the grant that we were awarded in the amount of \$200,000. This would be a 50/50 match for a total of \$400,000 for the project. This needs to be completed by December of 2023, and we are able to apply for an extension. However, at this point in time, we need to explain why we have not moved forward. This project is not a dire emergency, but if we do nothing the Village would forfeit the grant award. Discussion points were: where the Village’s match would come from, along with what about the future? Is it fair to leave a project like this up to a future Board when this is the Board that started the restoration. Treasurer Quinlan was asked to pull the Bero report in order to refresh the Board members who started working on this previously and provide more information to our newest members. They will review at the next meeting.

- ✚ Mayor Freeman reviewed his discussion with NYSDOT rep Matt Oravec. The request for crosswalks at certain spots in the Village has been reviewed and DOT has agreed that a crosswalk at Spring Street and Wadsworth Avenue would be supported. At this time, the request for a crosswalk at River Street and Horseshoe Blvd was denied, but it will be monitored. With continued growth in and around the industrial park, which includes Barilla, there may be opportunity to have a stop light placed there, which would include a crosswalk.

The request for a crosswalk at Isham and Wadsworth was also denied at this time. However, it would be more likely to be considered if discussion with the school was held, and that location was designated as a school pick up/drop off location.

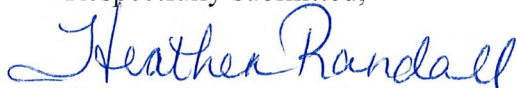
The Board will continue to work on this, and other opportunities to make the Village safer for pedestrians and a more walkable community.

- ✚ Mayor Freeman stated that Mr. Oravec will be reviewing the location of the light pole on West Main Street that is way off of the road, and the possibility of it being moved as part of a prior project that was done by NYS.

**ADJOURNMENT:**

Upon a motion made by Trustee McCormick and seconded by Trustee Zhe, the Board adjourned at 8:45pm. The motion was carried by a unanimous vote.

Respectfully submitted,



Heather Randall  
Village Clerk