

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 December 5, 2022.

Present: Thomas Freeman, Mayor
 William Zhe, Trustee
 Tim Batzel, Trustee (@5:36pm)
 Amanda Hoffmann, Trustee (@5:38pm)
 Patrick McCormick, Trustee

Staff: Ken Farrell, Supt. of Public Works
 Chis Quinlan, Treasurer
 Joe Geer, Police Chief
 Bill Davis, MRB

Visitors: John Barrett, PBPS Village Consultant
 Becky Driscoll- Sr. Bash Committee

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	\$28661.78
#4-SCHEDULE C	\$12331.81
#5-WATER	\$3181.94
#6-SEWER	\$30554.13
#TA00-TRUST & AGENCY	\$5071.73
TOTAL	\$79801.39

Electronic payments:

FED/NYS Taxes	p/r#22-24	\$20399.75
Nationwide Retirement	p/r#22-24	\$3176.75
	TOTAL:	\$23576.50

The motion was seconded by Trustee Batzel 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

SENIOR BASH COMMITTEE, BECKY DRISCOLL:

Senior Bash Committee representative Becky Driscoll presented their request to continue the tradition of painting the wall on Spring Street as part of the Senior Bash celebration. They also discussed a walking parade as an alternative to a car parade through the Village, explaining that a slide show will be held at the Park Theater. Then the students would walk to Spring Street for the bridge painting. The Board was happy to support the continued tradition of painting the bridge and thought the walking parade was a nice addition to the activities, especially with the opportunity of using the Park Theater for the slide show. Mayor Freeman asked that the committee continue to keep in close touch with Chief Geer on the date (June 22, 2023) and any changes as they continue to plan.

MRB UPDATE:

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

- Pebble Beach Rd PS –John Barrett reviewed the change orders for the Pump Station and provided explanations for each (see attached). The change orders totaled \$18,530.84.

The Board unanimously authorized Mayor Freeman to execute the paperwork for the change orders.

In addition to the change orders, Mr. Barrett discussed the progress at the pump station so far. The footers have been poured, pipework is done, gravel is on the inside, and they will be pouring the pad on Thursday, December 8th. The building has been built however they are having trouble sourcing the electronics. This should be complete mid-February or the beginning of March. Mr. Barrett stated that once the building is in place, water should be pumping within a week.

- Valve Vault project – Mr. Davis gave a brief update stating that another electrical drop is needed. Mr. Barrett provided a little history, explaining that the PRV valve (pressure reducing valve) is hardly ever used except to bypass the 2-million-gallon tank. The valve in the pit responds too slow which is why it needs to be moved below the hill to the bottom of the road.
- GHD Meeting- MRB facilitated a meeting with GHD to review the WWTP upgrade. In attendance was Bill Davis (MRB), Dan Hamlin (GHD), Ken Farrell and John Barrett (Village of Avon) and Jason Molino (LCWSA). In the discussion, it was asked what the Village intends for the future of the WWTP. Mr. Barrett expressed that the Village will not be “building on speculation” or what we think DEC will want in the future. He suggested that the next logical steps would be to first, get the Village Board’s position. Then all of the entities need to discuss the best options, after which the engineering firms will be brought in to help with what the entities want to have done. DEC will be brought in, and NO One should speak to them on behalf of the Village of Avon.

The Village needs to know what will be required by DEC and no decision can be made without that information. The SPEDES permit will be up for renewal this month which may provide us with an indication as to what DEC requirements will be. The Village also needs to think about how much capacity they will be willing to forgo. An updated engineering study may be a possibility as well.

- MRB submitted an amendment to the PBPS project for additional construction administration fees which he will review with the Board and Supt. Farrell at a later date.

DPW UPDATE:

Supt. Farrell provided the following update to the Board:

- Unloaded horse stalls for GVBA.
- Worked on equipment.
- Put up holiday decorations.
- Put together ice rink in the bank parking lot for the Holiday Spectacular. Took apart and placed at the downs after the spectacular was complete. The entire rink is now set up at The Downs.
- Trimmed branches around streetlights in back parking lot behind Genesee Street businesses.
- Supplies have started to be delivered to the Driving Park by Centrica. Stored in their job boxes.
- Holiday Spectacular went really well.
- Had one complaint about leaves that were not picked up on Friday. Supt. Farrell stated that they were picked up Monday.

WWTP Update:

- Securing equipment for winter.
- Operator Rugg took his Grade 2 WWTP test (ABC) and passed.
- Operator Kubinski preparing for his Grade 3 test.
- SPEDES fee of \$8000 was reduced to \$2000.

Water Update:

- Water break at Kraft in building 13. This broke under the floor before the meter. Village was able to turn off. Estimate that there was a loss of approximately 185k gallons.

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 meeting with two locals in Dec. for quotes...response back to Ken from one of the three NYS certified MWBE paving companies. Preparing MWBE paperwork for NYS review and approval. Stalls delivered on 11/22/22.
- 2018 GVBA grant...working on grant paperwork for portable restrooms 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.
- The Board needs to determine additional use(s) of the ARPA funds.
- New LGV funding round in 2023 so will be brainstorming ideas.

New

- Retirement refunds paid on 11/30/22. E-mailed NYS Retirement re: non-reported employee on 11/30/22.
- NYMS-TA grant reimbursement package approved on 12/5/22.
- National Grid e-mail response dated 12/5/22 re: Poles 58 & 60 on East Main St.
- Attorney Whiting and Wendy Sisson, Esq. working on GVBA/Village agreement.

- Five Arch Bridge- Treasurer Quinlan has been in touch with Lindsay Yoder. We will be looking to get pricing and recommendations in January.
- Jim Fusco has taken pictures of the plaques and memorial trees around the Village in order to organize into a spreadsheet in order for future Village Boards to know where they are located around the Village. Supt. Farrell will contact someone to find out the best way to clean them.

POLICE UPDATE:

Chief Geer was unable to stay but asked Clerk Randall to present the following update:

- Holiday Spectacular went extremely well.
- Doing background on a candidate for a spot in the department. Chief Geer doesn't foresee any issues at this point. The Candidate is currently in the academy and will enter phase two when the Sheriff's department offers it in February at no charge. While in the academy, the Village will be required to pay him as per the police contract.
- Officer Matt McFadden will be participating in the annual Shop with a Cop on Saturday December 12th, 2022.
- Chief Geer will be participating in Operation Light It Up again this year. This is an annual event that police, fire and ems agencies participate in, parading to nursing homes/facilities throughout the county spreading holiday cheer.
- Procured snow tires from Geneseo for one of the police cars at no expense.
- Still waiting on the SRO contract from ACS.

CODE ENFORCEMENT UPDATE:

Code Officer Anderson supplied an emailed update, stating that he has turned over the Driscoll property on the hill and the Cottone property on Rochester Street to Attorney Whiting, along with a property maintenance issue on River Street.

Code Officer Anderson also received a complaint from 2 residents on Rochester Street who are having issues with the sewer. Supt. Farrell reviewed this complaint with the Board stating that he ran the sewer line approximately a month ago and it was clear. He contacted the owner of the property listed in the complaint to let him know the findings.

CLERK UPDATE:

The following items are updates from Clerk Randall:

- Minutes for Approval- October 25, 2022, Joint meeting with Town from Clerk Sharon Knight. (Has not been approved by the Town Board)
- E-Code update- digital copy emailed for review. No major changes allowed at this point- we are up to date as of local law 3 of 2021. Review is due back to General Code by the second week in January. There were a few questions in the draft review that we answered by requesting to have the revisions revised as recommended. Next Step: We will email General Code to move forward with final publication. Then it will need to be adopted. General Code will ship us printed copies and will provide us with legislation for adoption. We will need to hold a public hearing and then adopt to make enforceable. If we adopt the code book within 90 days of when we receive it, General Code will supplement into the code at no charge. After the project is complete, we can put the link on our website in order

for the code to be available to the community. We will have a yearly fee of \$1195 which pays for annual licensing, web hosting, posting of new legislation between regular Code supplements and the PubDocs Module.

- Provided- Copy of letter from Glatfelter Specialty Benefits stating there have been no claims relating to the Avon policy for the Enhanced Cancer Disability Benefit Program.
 - Provided- Copy of request from CFC- (cyber policy)- prior to releasing the policy, it was required that we download and register on their incident response mobile app.
 - Stall Rental request: Rachel Miller- 2 stalls- waiting on insurance.
 - Provided- Town of Avon 2023 Approved budget
 - **Important Dates:**
 1. December 19th, 2022 (next Board Meeting) Joint Meeting with Town to start at 7pm. Would like to start the meeting at 5:30.
 2. December 26th, 2022- Closed for the Christmas Holiday.

MINUTES:

Upon a motion made by Trustee McCormick and seconded by Trustee Hoffmann, the minutes from the November 21, 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

NATIONAL GRID ELECTRIC SERVICE PROPOSAL:

Mark Bailey of MRB provided the Board with National Grid’s service proposal for the second electrical service at the WWTP to be dedicated to the UV system. The total cost is \$1269.00.

Upon a motion made by Trustee Batzel and seconded by Trustee Hoffmann, the Board approved the National Grid proposal in the amount of \$1269.00 and authorized Mayor Freeman to execute the documents. 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:

- Trustee Zhe provided the Board with an application from Tracy Clarry, who would like to be part of the Parks Commission.

Upon a motion made by Trustee Batzel and seconded by Trustee Hoffmann, the Board accepted Tracy’s application and will be appointed to the Parks Commission effective January 1, 2023. 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 Hoffman expressed her gratitude for the support given to make the Holiday Spectacular a huge success! Conrad Baker, outdoor educator at Letchworth State Park, contributing writer at Explore Genesee Valley and friend and supporter of the Village of Avon, spoke of the Holiday Spectacular and the upcoming events happening in the Village. He said that Avon is the place to watch!!!
- ✚ Trustee McCormick and Treasurer Quinlan provided the following from Steve Tacconi, project manager for Centrica and the streetlight project:
 - Cobra heads and post top fixtures have tentative shipping dates in December.
 - Plan to start mid-January and expect to complete project by the end of February. Weather may delay some things; however, they believe all work will be complete by the end of March.
 - Pre-con meeting scheduled for 12/13/2022. Agenda sent ahead for review and any other topics to be added.
 - Review of next billing to ensure proper changes addressed after the sale of the lights (if necessary).
 - Asked if Village bond is required- it wasn't included in the contract but would like to make sure the Village is comfortable. The bond will allow the Village to source an alternate contractor to complete the project should Centrica walk away from it. Treasurer Quinlan reached out to Attorney Whiting who agrees that is a good idea.

EXECUTIVE SESSION:

Upon a motion made by Trustee Hoffman and seconded by Trustee McCormick, the Board entered executive session at 7:25pm to discuss the employment history or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person and exited at 7:45pm 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

No action was taken.

ADJOURNMENT:

Upon a motion made by Trustee McCormick and seconded by Trustee Hoffmann, the Board adjourned at 7:45pm. The motion was carried by a unanimous vote.

Respectfully submitted,

Heather Randall
Village Clerk

Change Orders to date (12/5/2022) at the Pebble Beach Pumpstation Project.

1. 20" valve Freight	\$ 450.00
2. Wooden Water Main	\$5,856.73
3. Generator Pad Removal	\$1,866.04
4. Water Service repair	\$1,251.83
5. Transite Pipe Abatement	\$4,964.91
6. Additional Chemical Pull Box	<u>\$4,141.33</u>
Total	\$18,530.84

Pebble Beach Pump Station Change order

Freight on 20" Valve- \$450.00

We were not sure if the valve on the existing water intake from the lake was 16" or 20". CP Ward had sourced both size valves but in consultation with John Barrett decided to wait until the valve was excavated to determine which size was needed. If we had ordered the wrong size before excavating the valve in the ground we would have paid freight both ways along with a restocking fee to obtain the correct valve. This saved us money.



Pebble Beach Pump Station Change order

Wooden Watermain Plug \$5,856.73

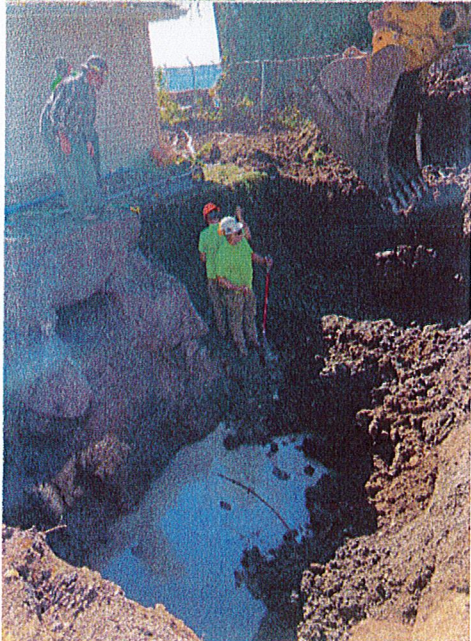
During excavation to install piping to the new pump station CP Ward excavated through the original 10" wooden water main that fed the Village of Avon. This was not on any maps and was unexpected. This water main was flowing ground water back into the excavation at roughly 50% of the pipe capacity necessitating that the pipe be plugged before excavation could continue. It was successfully plugged and concreted.



Pebble Beach Pump Station Change order

Generator Pad Removal - \$1,866.04

The plans called for the removal of the existing generator and the pad that it sat on to clear the way for the bypass piping to be installed. After removal of the generator excavation was begun on the generator pad. The original drawings showed an 8" concrete slab poured on 4 footer walls, each 12" wide and 4' deep. When CP Ward excavated it was determined that the entire pad had been poured solid as one block of concrete. CP Ward had to then jackhammer the pad to clear way for the piping creating additional work and expense.



Pebble Beach Pump Station Change order

Water Service Repair - \$1,251.83

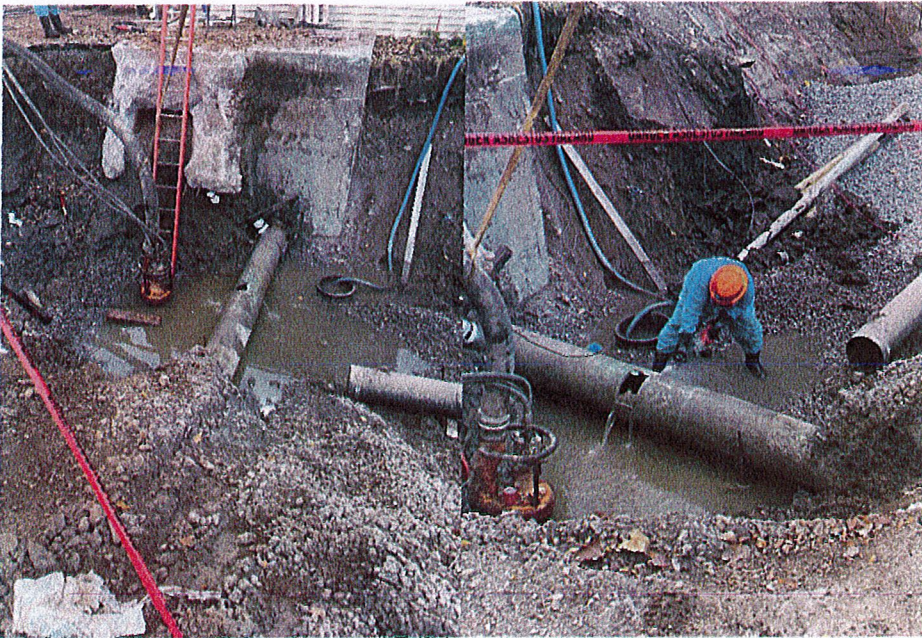
While excavating the existing pipe exiting the vault from the existing pump station CP Ward hit and pulled out two water services that were not shown on any maps and we have no idea where they went. They had to be fixed immediately to allow water to be pumped to the filtration plant. These were the costs incurred to repair this pipe.



Pebble Beach Pump Station Change order

Concrete/Asbestos Pipe Abatement - \$\$4,964.91

Existing plans showed ductile iron pipe exiting the existing pump station vault. Upon excavation it was discovered that the first section of pipe exiting the station was Concrete/Asbestos pipe. This pipe needed to be cut to install the bypass piping. Concrete/Asbestos pipe is a hazardous material when it is cut. The cut had to be done by a company certified to cut and clean up this type of pipe. Because C/A pipe is also a different outside diameter than ductile iron pipe new fittings had to be ordered to make the transition. These two factors contributed to the additional change order charges.



Pebble Beach Pump Station Change order

Additional Chemical pull Box - \$4,141.33

After consultation with Ken Farrell ,Kirk Vanderbilt and Mayor Freeman it was determined that an additional chemical feed pull box would be advantageous to the Village. This box will be located where the connection between the existing Chem feed line and the new Chem feed line is located. We felt this would be an important location to access the chem feed line in the future should any maintenance be needed.