

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 May 1, 2023.

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

Staff: Joseph Geer, Police Chief
 Ken Farrell, DPW Supt.
 Corey Hurley, MRB

Absent: Tim Batzel- Trustee

Visitors: Edward Forsythe, Sackett Road

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

VOUCHERS and MANUAL CHECKS:

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

#1-GENERAL FUND	\$15224.89
#4-SCHEDULE C	\$10739.68
#5-WATER	\$3720.92
#6-SEWER	\$14708.53
#TA00-TRUST & AGENCY	\$5992.11
TOTAL	\$50386.13

Electronic payments:

Fed/NYS Taxes	p/r 23-08	\$14286.41
Nationwide Retirement	p/r 23-08	\$3491.84
	TOTAL:	\$17778.25

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

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

TAX WARRANT 2023:

Mayor Freeman presented the following notice to the Board:

**LEGAL NOTICE
TAX WARRANT
VILLAGE OF AVON**

To: Christine Quinlan
Village Treasurer

You are hereby commanded to receive and collect from the several persons named in the assessment roll, hereto annexed, the several sums named in the last column thereof opposite their respective names, for the following purposes:

For the General Fund	-	\$1,187,175.00
For Water Liens	-	\$ 46,127.70
For Sewer Liens	-	\$ 22,310.46
For Prorated Tax Exemptions	-	\$ 3,180.18

Being for all purposes a total amount of- \$1,258,793.34

Upon receipt of the roll and warrant by you, and on or before the first day of June, you shall cause to be published in the official papers of the Village, once a week for two consecutive weeks, a notice that such tax roll and warrant have been left with you for the collection of taxes therein levied, and shall designate one or more convenient places in the Village where you will receive taxes from June first to and including July first from eight o'clock in the morning until four o'clock in the afternoon, except Saturday, Sundays and holidays.

For said period of time you will receive all taxes paid to you without additional charge.

On all such taxes remaining unpaid after July 1st, interest of five per centum shall be added for the month of July and an additional one per centum for each month or part thereof until payment or tax sale; all pursuant to Section 924(a) of the Real Property Tax law.

You shall attend at the time and place specified in said notice for the purpose of receiving said taxes.

After the first day of July you shall proceed to collect the taxes remaining unpaid, with interest as herein provided, but without any other fee or charge, and for the purpose you are possessed of all the powers of a Town Tax collector. All interest collected shall belong to the Village.

You are to make a return of this warrant on the first day of October after the delivery thereof to you, showing the total amount of taxes paid and each tax unpaid with the receipt of the Village Treasurer for all taxes paid to her, and shall file the roll and warrant in the Office of the Village Clerk. All unpaid taxes shall be sent to the County Treasurer, per Village Board resolution. And for so doing, this shall be your sufficient warrant.

IN WITNESS WHEREOF: The Board of Trustees of said Village of Avon has caused these presents to be signed by its Mayor and the seal of the Village is hereunto affixed this 1st day of May, 2023.

Thomas W. Freeman, Mayor

Upon a motion made by Trustee Zhe and seconded by Trustee McCormick, the Board authorized the Tax Warrant to be executed. The motion was carried by the following vote:

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

Upon review after the meeting, Treasurer Quinlan removed \$380.94 in water liens for Avon Chiropractic.

DPW UPDATE:

Supt. Farrell provided the following update to the Board:

DPW Activity- past weeks:

- Brush pickup continues.
- Flags put up.
- Trash cans out.
- Picked up certified wood chips and spread.
- Prepped for and poured concrete at Gazebo.
- Prepped and poured concrete for sidewalk Spring St.@ Driving Park
- Started restoration work (topsoiling) at excavated spots in Village.
- The mowing crew has started mowing. (Duane Staples and new crew member Brian Wade)

WWTP

- W2O, Started installation on Primary Digester pump.

Water

- Water meters read and bills sent out.

Next 2 weeks

- Continue working on Sidewalk Spring Street.
- Finish with Gazebo at Driving Park
- Fence around Pocket Park to start Monday 8th of May.
- We will be Grinding (5/18) and Paving (5/30) Collins Street and Hosmer (delay in time is to prep road for paving-manhole, curbing & catch basins). Sending out letters this week to advise the resident of schedule.
- The Boy Scouts will be mulching the Circle Park on May 6th for the Arbor Day Celebration.
- Caleb and Jaden Courtemanche will be returning to the crew over the summer, as will Morgan Snyder (Mondays- Wednesdays) for flowers. New employee Adrienne Priest will cover flowers Thursdays- Sundays.

MRB UPDATE:

Corey Hurley provided the following update to the Board:

- Disinfection Project- drawings have been resubmitted to DEC. Waiting for comments.
- Pebble Beach Pump Station- still waiting for the electrical control panel. Delivery is expected May 12th.
- Reviewed with the Board the amendment to the Updated Joint Village and Town of Avon Water Study which included the following:

Scope of Services and Compensation

It is our understanding that the Village is now interested in including the improvements to the Reservoir Road Water Tank and the piping and specialty valves into the Joint Village and Town of Avon Water Study. MRB Group proposes to revise the scope of the Water Study to include evaluating these improvements and including a concise project and cost for submission to NYS EFC for funding.

MRB Group will prepare a preliminary capital cost estimate for the proposed improvements including the tank and appurtenances, site work, site piping, and specialty valves. Based on the total number of existing and potential future EDU's in the Village service area, an estimate of the annual capital debt service per EDU for the Reservoir Road Water Tank Improvements will be provided. Prepare a Summary of Findings Report for incorporation into the Joint Village and Town of Avon Water Study report. This report could then be further developed into a Preliminary Engineering Report, should the Village and Town wish to pursue funding for a potential project.

Total Compensation\$7,900.00

Upon a motion made by Trustee Hoffmann and seconded by Trustee Zhe, the Board accepted the amendment and authorized Mayor Freeman to execute the necessary paperwork. The motion was carried by the following vote:

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

- The Board reviewed the Proposal for Professional Services for the WWTP Improvements -PER amendment, which included the following:

Scope of Services and Compensation

It is our understanding that the Village is now interested in securing financial assistance from NYSEFC for improvements outlined in Phase 1B from the 2014 PER. MRB Group proposes to revise the 2014 Preliminary Engineering Report and reevaluate the proposed improvements in Phase 1B with the Village. MRB Group will provide updated cost estimates for the proposed scope of work as well. Once the PER is updated, this report will be submitted to the New York State Environmental Facilities Corporation (NYSEFC) for an application for financial assistance through the Clean Water State Revolving Fund (CSWRF). It is anticipated that this PER would be required to be submitted to NYSEFC by mid-June 2023.

Once the PER update is finalized, MRB Group will submit one (1) electronic copy to NYSEFC. One (1) electronic and three (3) hard copies of the final Report will be made for the Village of Avon.

Total Compensation\$18,000.00

Upon a motion made by Trustee Hoffmann and seconded by Trustee Zhe, the Board accepted the amendment and authorized Mayor Freeman to execute the necessary paperwork. The motion was carried by the following vote:

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

The signed proposals were given to Corey Hurley.

TREASURER UPDATE:

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

Ongoing

- GVBA 2017 & 2018 MWBE waivers approved on 4/20.
- Gathering cost estimates for 2019 GVBA grant.
- The Board needs to determine additional use(s) of the ARPA funds.
- Awaiting response from National Grid re: streetlight bill charges.
- Continued review of IT policies w/Shawn Petti, Hurricane Technologies. Future Board approval.
- Heather working on reporting salary & contributions as our former employee does want to retire from NYS.
- Attorney Whiting responded to NYPA re: outstanding invoice. No response from NYPA yet.
- Awaiting response from NYS Parks re: modified project and budget for Five Arch Bridge.

New

- Submitted Villages First Impression grant application on 4/26.
- Standard & Poor’s call re: credit rating, with Donegan’s office on 4/26 went well.
- NYS EFC finance for WWTP disinfection project closed on 4/27. First reimbursement request submitted for bills to-date.

CODE ENFORCEMENT UPDATE:

Code Officer Anderson provided the following update electronically:

1. Certified letters to the following:
 - Anthony Longo- Wadsworth
 - Theresa Baldassare- Macaroni Factory
 - Scott Sutherland- Linden Street
 - Dick Lyttle- Linden Street
2. Regular Mail to the following:
 - Avon Town Plaza- Peter Tamoutselis
 - James Root- River Street

Letters are attached.

3. David Tomesetti- Wadsworth Ave- area was cleaned up as of last week. Received a call this morning about a new pile starting again. Andy reached out to his caseworker.
4. Bob Morrisson- Wadsworth Ave- (roof) open permit. Until the permit expires, Andy cannot do any warnings or citations (technically he is working on the roof). The permit expires this summer.
5. Library construction schedule provided by Paul Drozdziel. Will be applying for the necessary permits.

POLICE UPDATE:

Chief Geer provided the following update to the Board:

- The Little League parade went well. It was the fastest walk they have ever had.
- Special Olympics Torch Run will be held Saturday May 6th at 9am.

Chief Geer requested the Board to approve the part time non civil service hires- Matthew Tetreault and McKenna Read- providing the candidates pass the academy.

Upon a motion made by Trustee McCormick and seconded by Trustee Hoffmann, the Board approved the two, part-time, non-civil service candidates. The motion was carried by the following vote:

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

- Kendall Mitchell’s background is complete. He will be shared with Caledonia. Hoping to bring more back to the next meeting.
- Speed signs are ready to go out in the Village. Chief is getting some chains and locks for mounting. 1 sign will be in the school zone until the end of the year and the other will move around.

CLERK UPDATE:

The following items are updates from Clerk Randall:

- Provided-Chamber minutes.
- Tree City USA- we earned recognition as a Tree City USA for 2022. Volunteers will be mulching the Circle Park on May 6th.
- We received a call from Angela Ellis, Director of Liv. Co. Planning Department wanting to know if the Village had gone through the formal condemnation proceedings for 52 West Main Street. She is in charge of the Land Bank, and they are interested in purchasing the building and tearing it down. She wanted to request that we do so. We emailed Code Officer Anderson and Attorney Whiting.
- Destruction of records- bank book pages for the following accounts:
 - HUD CD99-200 from 2016
 - V231- from 2015-2016
 - TA200P-from 2016
 - TA200- from 2015-2016

• **Important Dates:**

- May 6th- Torch Run at 9am
- May 13th- Walk for Hunger-9am (send off by Mayor)- proceeds to benefit the Sr. Nutrition Program and the ACS Backpack Program.
- May 15th- Joint Board Meeting with the Town beginning at 7pm. After discussion, the Board requested to hold the meeting on the 25th during the Town Board meeting. Clerk Randall will send an email to Supervisor LeFeber.

MINUTES:

Upon a motion made by Trustee Hoffmann and seconded by Trustee Zhe, the minutes from the April 17, 2023, 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	Absent
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

TRUSTEE UPDATE:

- ✚ The Board reviewed the Centrica Certificate of Substantial Completion provided by Centrica for the Streetlight project. The conversions have been made and just the adds remain as shown on the exemption list. After discussion, the Board decided to move forward with the approval and execution of the certificate of completion.

Upon a motion made by Trustee Zhe and seconded by Trustee McCormick, the Board approved the Centrica Certificate of Substantial Completion and authorized Mayor Freeman to execute the document. The motion was carried by the following vote:

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

EXECUTIVE SESSION:

Upon a motion made by Trustee Zhe and seconded by Trustee McCormick, the Board entered executive session at 7:04pm and exited at 7:10pm, in order to discuss the employment history or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person. The motion was carried by the following vote:

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

Upon a motion made by Trustee Zhe and seconded by Trustee McCormick the Board determined that Brian Wade, along with Duane Staples, who work with the DPW seasonally, will be paid at

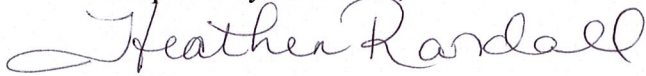
a rate of \$18.00 per hour effective the 23-09 payroll. Jim Fusco, who works primarily in the parks, will be paid at a rate of \$19.00 per hour. The motion was carried by the following vote:

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

ADJOURNMENT:

The Board adjourned at 7:15pm by a unanimous vote.

Respectfully submitted,



Heather Randall
Village Clerk