

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 June 5<sup>th</sup>, 2023.

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

Staff: Christine Quinlan, Treasurer  
 Ken Farrell, DPW Supt.  
 Joe Geer, Police Chief  
 Andy Anderson, Code Enforcement

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 Trustee Zhe, the vouchers and manual checks/electronic payments were approved for payment from the following funds:

#1-GENERAL FUND	\$75306.43
#4-SCHEDULE C	\$35924.94
#5-WATER	\$9827.26
#6-SEWER	\$23822.73
#TA00-TRUST & AGENCY	\$5992.11
#HH81-PBPS	\$588411.81
<b>TOTAL</b>	<b>\$732285.28</b>

Electronic payments:

Fed/NYS Taxes	p/r 23-10	\$13970.56
Nationwide Retirement	p/r 23-10	\$3155.89
Fed/NYS Taxes	p/r 23-11	\$16909.36
Nationwide Retirement	p/r 23-11	\$3200.61
	<b>TOTAL:</b>	<b>\$37236.42</b>

Manual Checks:

Montondo Trailer	50% pymt for handicap accessible trailer	\$33747.50
Bear Hill Builders	24x40 stg addition as detailed on proposal	\$1000.00
	<b>TOTAL:</b>	<b>\$34747.50</b>

The motion was seconded by Trustee Hoffmann 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

## DPW UPDATE:

Supt. Farrell provided the following update to the Board:

### DPW Activity- past weeks:

- Brush Pickup
- Set up for Memorial Day turned out very nice.
- Working on Sidewalk, Spring St. Hopefully done in the next two weeks.
- Working on gazebo, Driving Park. Gazebo back on the concrete pad.
- Topsoiled excavated site in Village.
- Milled, prepped (connected the curbs) & Paved Collins & Hosmer St.
- Milled & Paved roadway around track, Driving Park
- Gates were put up at the track over by Horse barn.
- Prepped for Horse Show on 5/27-28. Show went well- approximately 14 competitors on Sunday.
- Water leak at Driving Park

### WWTP

- - Hauled sludge.
- Met with DEC reps (Don Cardinal & Tara Blum) Plant tour.
- Meeting with MRB

### Water

- Flushing Hydrants
- Still waiting for Internal electric panel for the pump station.

### Next 2 weeks

- Finish Gazebo & clean up(topsoil) & topsoil around pavilions at Driving Park (ledge off concrete pad)
- Work on sidewalk on Spring St.
- Plant trees, stakeouts completed on most sites. Waiting for Gas to be staked out on south end of Genesee St.

**Quote for Dump Truck:** Supt. Farrell has been working on quotes for a dump truck. Two vendors were interested, however only one has provided a quote. As follows:

Peterbilt- 548 snowplow/dump body use chassis- \$142812.00 (if moved to the 2024 calendar year, we will be advised of cost increases. If over 2% the Village may opt to accept the increase or cancel the order). The payment schedule for the unit would be split into thirds, payment 1 due at the time of the completion of the chassis, payment 2 upon delivery of chassis to the body company and final payment due upon delivery of the completed truck to the Village.

Henderson Single Axle Package-\$110779.00- one-way snowplow, HPI Marke, FSH salt/sand spreader, installation workup, body spec notes, electrical spec notes, hydraulic notes, snowplow hitch (all provided for review)

Total cost \$253591.00

We have time to determine funding- whether we lease or use ARPA funds. (ARPA funds need to be obligated by December of 2024). Treasurer Quinlan hopes to have financing determined by the next meeting.

Upon a motion made by Trustee Zhe and seconded by Trustee Hoffman, the Board authorized Supt. Farrell to move forward with the order of the dump truck in the amount of \$253591.00. The Board also authorized Mayor Freeman to execute the appropriate documentation. 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

**Empire Access request-** Empire Access has requested to be allowed to run cable through our lot and underground for fiber. The Board sees no issue with this as long as Supt. Farrell agrees.

Finally, Supt. Farrell has stated that CP Ward will be cleaning up the PBPS site.

**TREASURER UPDATE:**

Treasurer Quinlan provided the following update to the Board:

***Ongoing***

- 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.
- NYS Parks may need to re-rate our Five Arch Bridge modified project.

***New***

- Standard & Poor’s credit rating is AA- with outlook improvement from negative to stable.
- Taxes distributed and being collected.
- Meeting with GVTT Coordinator on Fri. for a site visit at Erie-Attica.
- Attending Liv Co Main St. LLC presentation on 6/12.

- Streetlight project update. - Trustee McCormick stated that there are a few items that we are still waiting on.
- Working on the closing of the fiscal year and completing the Annual Financial Report.

**Bear Hill Builders**- Loren will be starting the storage addition.

**Five Arch Bridge**- Treasurer Quinlan provided the Board with a request letter to the Office of Parks, Recreation and Historic Preservation in regard to the bridge restoration project. The Village is requesting a scope reduction and a time extension. The Village would like to proceed with Phase II with the project totaling \$200,000, with an anticipated timeline including a construction end date of Winter of 2024. (attached)

**Genesee Valley Breeders Association**- GVBA would like to ask the Board for representation. The Mayor stated that they are looking to move from a 5 member board to a 7 member board. Mayor Freeman thought that John Barrett would be a great representation of the Village. Trustee Zhe enthusiastically agreed as did the rest of the members.

**National Grid**- Finally, Treasurer Quinlan stated that we will be receiving a \$10,000 refund from NG for the work done at PBPS.

## **CODE ENFORCEMENT UPDATE:**

Code Officer Anderson provided the following update:

- Sutherland- per Attorney Whiting-Code Officer Anderson should serve citation with an officer and then pass the citation to Attorney Whiting for prosecution.
- Jeff Deregon- per Attorney Whiting- Mr. Deregon has complained about the trees hanging over onto his property. Unfortunately, it's a civil matter and has nothing to do with the Village. He must reach out to the neighbor directly.
- Debbie Taft- owner of car on Wadsworth and Linden Street- mailed letter for removal by today. Citation will be issued tomorrow.
- Stop work order- Code Officer Anderson issued a stop work order on a project on Temple Street. According to Code Officer Anderson, the contractor has not contacted him for any inspections and has continued to move forward with the work. Code Officer Anderson and the homeowner have concerns with the quality of the work, Code Officer Anderson provided the Board with pictures from the site, and stated that he has suspended the work, made a notation on the permit, and is meeting with the homeowner and their children to work on a solution.
- Provided- copies of letters mailed to residents on Genesee Street and Clinton Street.
- Provided- updated permit listings for the Village.
- Bob Alexander will start shadowing Code Officer Anderson. The code classes have been pushed off until September 2023. Once he completes the first three courses, he will then be able to do fire inspections on his own. In the meantime, Code Officer Anderson will take Mr. Alexander to inspections, and will show him the process he has been working on for permits, citations, inspections, paperwork, etc.

## **POLICE UPDATE:**

Chief Geer provided the following update to the Board:

- Memorial Day went really well.
- Speed signs: Chief Geer stated that the speed signs had been placed on Hal Bar and Lake Road. They will be moved to Genesee and Clinton Streets. Chief Geer provided the Board with the first bits of data from the signs with a report from the Hal Bar location. Southbound traffic was recorded with the highest speed being 40mph. The average speed was 25mph with the total number of cars being close to 3000! (2890). Each sign takes two batteries, and Chief Geer ordered an additional four batteries for constant use. Trustee Hoffmann discussed the speed into the Driving Park noting that she feels traffic in and out seems to be high there as well. Trustee McCormick thought this would be a good spot for a speed bump, even a temporary one. Supt. Farrell said he can look into the cost, however, even temporary speed bumps must be secured, and that can cause damage to the road.
- Officer Kendall Mitchell has started with the department. He is completing his FTO and has worked with all the full-time officers. He will continue with FTO through the end of June and should be able to be on his own in July.

## **CLERK UPDATE:**

The following items are updates from Clerk Randall:

- 2022 Annual Drinking Water Quality Report for the Village/Town is available on the website and a notice was in the Pennysaver 6/2/23 as required. Cost to be split between the village and town.
- Destruction of records- Bank Book pages-sewer savings 2016 (6year retention)
- Provided-Livingston County Planning Board Agenda- meeting to be held Thursday June 8 @7pm
- Provided- copy of support letter to Bill Bacon (Livingston County Economic Development) for their application to the NBRC (Northern Border Regional Commission) Catalyst Program. Will fund the implementation of the County's wayfinding Master Plan. (attached)
- Provided- Chamber minutes for your review.
- Provided- Copy of the Traffic Board Meeting minutes for April 5, 2023.
- Provided- Copy of the election results from ACS Board of Education election held 5/16.
- Jose will be on vacation for two weeks beginning June 29<sup>th</sup> through July 11<sup>th</sup>. He will miss 2 Fridays (6/30 and 7/7) and will resume his regular work schedule on July 14<sup>th</sup>. Mayor Freeman asked if Supt. Farrell can have the crew help keep the building maintained while he is away.
- Tickets are available for MRB's Red Wings night. Please let Bill Davis know for tickets reservations.

**WATER WORKS COMMITTEE APPOINTMENT:**

Upon a motion made by Trustee McCormick and seconded by Trustee Zhe, the Board agreed to the appointment of Liam Coyne to the Water Works Committee at the recommendation of the Town Board. 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

There is still one more seat available on the committee. Mayor Freeman asked the Board to think about who a good choice would be to represent the Village.

**MINUTES:**

Upon a motion made by Trustee Hoffmann and seconded by Trustee Zhe, the minutes from the May 15th, 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

**COURT AUDIT RESOLUTION:**

Trustee Zhe completed the court audit for 2023 on May 16<sup>th</sup>, 2023. The records have been examined and the fines therein collected have been turned over to the proper officials of the Village of Avon as required by law.

Upon a motion made by Trustee Hoffmann, and seconded by Trustee McCormick, the Board accepted the Court Audit as presented by Trustee Zhe. The motion was carried by the following vote:

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

**TRUSTEE UPDATE:**

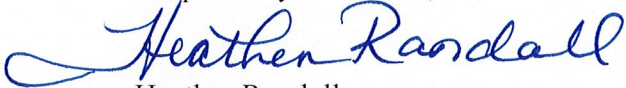
Mayor Freeman reviewed with the Board the Mayor Meeting that he and Trustee Zhe hosted for the village mayors of Livingston County on May 31<sup>st</sup>. The Mayor said it was a great discussion that hit on several topics and ended up on the continued discussion of water. The Health Dept. has stated that if we make cross connections this will help with redundancy. The Mayor would like to see this in writing to bring to LCWSA.

In the discussion, all of the mayors unilaterally decided that there should be a proclamation between the Villages that show support and solidarity among them. Mayor Freeman said he would work on this with Attorney Whiting and Clerk Randall to get a first draft started for review by the mayors.

**ADJOURNMENT:**

Upon a motion made by Trustee Zhe and seconded by Trustee Hoffmann, the Board adjourned at 7:15pm by a unanimous vote (Trustee Batzel absent).

Respectfully submitted,



Heather Randall  
Village Clerk

VILLAGE OF AVON  
in the Genesee Valley

74 Genesee Street  
Avon, New York 14414

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

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

HEATHER RANDALL, CLERK  
CHRISTINE QUINLAN, TREASURER  
JOSEPH GEER, CHIEF OF POLICE  
KENNETH FARRELL, SUPT. OF PUBLIC WORKS  
BRIAN STROZEWSKI, FIRE CHIEF

May 9, 2023

Kate Badgley  
Office of Parks, Recreation & Historic Preservation  
Finger Lakes Region  
2221 Taughannock Park Rd.  
Trumansburg, NY 14886

Re: Five Arch Bridge Restoration  
EPF #182996

Dear Ms. Badgley:

After review and careful consideration of the above-referenced project, the Village would like to request a scope reduction. The original budget totaled approximately \$580,000. The permanent roofing and stormwater systems portion of the project were completed in 2020 through a DASNY grant and cash match by the Village.

We're looking to proceed with Phase 2 of the project totaling \$200,000 which involves masonry repairs. The anticipated timeline is as follows:

Fall/early Winter 2023	Plans/specs will be complete
Winter 2023	Bidding process
Spring 2024	Anticipated construction start date
Winter 2024	Anticipated construction end date

Phase 2 of the project was on hold due to Covid and budget constraints for the matching share. The award was made in 2018, and with the contract end date of December 17, 2023, the Village would like to also request a time extension.

Please let me know if you have any questions. Thank you in advance for your consideration.

Sincerely,



Christine Quinlan  
Treasurer

Cc: Village Board  
File



VILLAGE OF AVON  
in the Genesee Valley

74 Genesee Street  
Avon, New York 14414

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Fax: (585) 226-6284

HEATHER RANDALL, CLERK  
CHRISTINE QUINLAN, TREASURER  
JOSEPH GEER, CHIEF OF POLICE  
KEN FARRELL, SUPT OF PUB WORKS  
DAVID PIAMPIANO, FIRE CHIEF  
ANDY ANDERSON, CODE ENF. OFF.

May 16<sup>th</sup>, 2023

William Bacon, Director  
Livingston County Economic Development  
6 Court Street, Room 306  
Geneseo, NY 14454

Re: NBRC Catalyst Program

Dear Mr. Bacon,

On behalf of the Village of Avon Board of Trustees, I'm writing to express the Village's interest in being included in your application to the Northern Border Regional Commission to begin implementation of the County's Wayfinding Master Plan.


The Village had a representative involved in the development of the Wayfinding Master Plan and is committed to implementing the plan. Implementation of this plan will improve navigation to and around our village, visually connect Avon to the other communities in Livingston County, and positively impact economic development and tourism in the County.

NBRC funding would allow us to begin implementation by covering the cost of vehicular directional signage, pedestrian wayfinding signage, and parking signage in the Village of Avon.

While the county will be a partner in installation, the Village is prepared to own and maintain the signage. The Village will be involved with siting the signs and obtaining the necessary permits and approvals prior to design, fabrication, and installation.

The Village looks forward to our continued partnership with Livingston County Economic Development and fully supports this grant application!

Regards,

  
William Zhe  
Deputy Mayor  
Village Of Avon