

KIRK VANDERBILT: ..... 2  
VILLAGE BOARD MEETING MINUTES: ..... 3  
COMMERCIAL SEWER UNITS PUBLIC HEARING:..... 4  
RICHARD MARTIN:..... 5  
BILL DAVIS: ..... 5  
VOUCHERS:..... 6  
CLOSED PROJECTS:..... 8  
DPW UPDATE:..... 9  
POLICE UPDATE:..... 10  
NEIGHBORHOOD MEETING – AVON FREE LIBRARY: ..... 11  
TRUSTEE’S UPDATE:..... 14

The meeting of the Board of Trustees of the Village of Avon was held at the Avon Village Hall, 74 Genesee Street, Avon, New York on Monday, March 18, 2013.

Present: Thomas Freeman, Mayor  
Mark McKeown, Deputy Mayor  
William Zhe, Trustee  
Robert Hayes, Trustee  
Timmy Batzel, Trustee

Staff: Tony Cappello  
Chief James Noble  
John Barrett  
Christine Quinlan  
Joe Geer

Visitors: Kirk Vanderbilt  
Bill Davis, MRB Engineer  
Richard Martin  
Dan Driscoll  
Kevin O'Donohue  
Christine Ryan  
Brenda McKeown  
Peggy Tirrell  
Dave Stafford  
Jeanna Ruter  
Kitty Brasington  
Peter Burke  
Debbie Giordano

Mayor Freeman called the meeting to order at 5:30 p.m. with the pledge of allegiance.

### **KIRK VANDERBILT:**

A Conference Attendance Request was submitted by Kirk Vanderbilt to attend New York Water Event and Expo 2013 on April 16-18, 2013 at Saratoga Hilton and Convention Center. The reasons for attending as he explained are for recertification, networking and he would represent Western New York in a Meter Madness Competition.

Kirk Vanderbilt - I was asked to fill in for someone at the last minute and was trying to expedite it by e-mail so I could take advantage of the discount. There is operator training, and management training. This year it focuses on infrastructure issues. I pick and choose what

classes to go to and compete on Saturday in the meter competition. I will receive 11 ½ credits. I need to receive 10 credits a year. Last year I met someone from Badger Meter so I have a contact person.

Mayor Freeman explained when individuals do go to a conference the Board likes to know the benefits you bring back and it is the employee’s responsibility to make sure while your away you are covered. We would like you to come back to the Board and tell us what you did at the conference.

A motion made by Trustee Batzel and seconded by Trustee Zhe to permit Kirk Vanderbilt to attend the seminar as requested. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Yes
William Zhe, Trustee	Voting	Yes
Timmy Batzel, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes

**VILLAGE BOARD MEETING MINUTES:**

Upon a motion made by Trustee Zhe the minutes from February 18, 2013 meeting are hereby approved as submitted. Trustee Hayes seconded the motion and it was carried by the following vote:

Thomas Freeman, Mayor	Abstained	
Mark McKeown, Trustee	Voting	Yes
William Zhe, Trustee	Voting	Yes
Timmy Batzel, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes

Upon a motion made by Trustee Hayes the minutes from February 25, 2013 meeting are hereby approved as submitted. Trustee Zhe seconded the motion and it was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Yes
William Zhe, Trustee	Voting	Yes
Timmy Batzel, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes

Upon a motion made by Trustee Hayes the minutes from March 4, 2013 meeting are hereby approved as submitted. Trustee Batzel seconded the motion and it was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Abstained	
William Zhe, Trustee	Abstained	
Timmy Batzel, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes

## COMMERCIAL SEWER UNITS PUBLIC HEARING:

Mayor Freeman opened the public hearing by reading the duly published notice.

The Board reviewed the proposed commercial sewer unit changes as follows:

<u>Acct.</u>	<u>Name</u>	<u>Present</u>	<u>Proposed</u>
2006700	Edward Coyne	W-29,SE-25	W-28,SE-24
2006800	Community Bank	1	2
4001000	ACS Elementary School	7	10
4001100	ACS High School	23	26
4001200	Avon Nursing Home	30	20
4005000	State of NY-Craig DDSO	5	4
500600	PEMM, LLC	15	22
5001125	Avon Towne Plaza	2	1
5001500	Tom Wahl's	20	16
5002050	McDonalds	9	7
5002251	Cole Real Estate Investment	5	6
7005300	Michael Oros	1	2
12004300	Star Headlight	11	18
12004600	Gray Metal Products	12	8
12005500	A.B. Eqt. Co.	2	4
1200600	Paul Vanvalkenburg	2	1
	<b>TOTAL W</b>	<b>174</b>	<b>175</b>
	<b>TOTAL SE</b>	<b>170</b>	<b>171</b>

Dan Driscoll attended the public hearing and reported that he had a tenant that he was trying to have evicted from his apartment and at that time the water consumption seemed to increase

dramatically. Since the tenant has left it seems the water problem has been solved and the usage has decreased. Mr. Driscoll requested that the number of units remain at two.

A motion was made by Trustee McKeown and seconded by Trustee Zhe that A.B. Equipment remain at two as requested and the other be approved as proposed. The motion was carried by the following vote:

Mayor Thomas Freeman	Voting	Yes
Trustee Mark McKeown	Voting	Yes
Trustee William Zhe	Voting	Yes
Trustee Robert Hayes	Voting	Yes
Trustee Timmy Batzel	Voting	Yes

**RICHARD MARTIN:**

Kevin O'Donoghue recently surveyed property that Richard Martin had purchased behind Avon Town Square Plaza and found that the zoning was pretty generic and couldn't match property lines. It seems there are mistakes on the current zoning map. A survey map of Avon Development Company was presented.

The matter will be presented to the Planning Board on Wednesday, March 20<sup>th</sup>.

Mayor Freeman suggested that at a later date we break the Village down into quadrants and start surveying to correct any other problems.

Briefly the Board reviewed the Kime property on Spring Street. The Board will have Attorney Whiting review the drawings and the Mayor and John Barrett will talk with the Kime brothers regarding obtaining easements for the purpose of installing sidewalks.

**BILL DAVIS:**

Bill Davis explained that the Village has received a Draft SPDES permit from the NYS DEC for the Village Wastewater Treatment Facility. Bill briefly explained the permit process and that the permit needed to be published and that there would be a 30 day comment period in which the Village should comment back to the DEC. It was noted that a significant amount of additional sampling and a significant amount of permit changes are identified in the Draft permit. Bill discussed some of the changes proposed by the DEC and his thoughts on how or why they may be in the draft permit. Most significant changes are more stringent BOD and TSS limitations as well as a future Phosphorus limit. Each of this will mean modifications will be required at the wastewater treatment facility. More stringent BOD and TSS limits will also affect the future

capacity of the treatment plant since it now has to treat down to a cleaner effluent. Bill discussed other further changes to the permit and what items might be addressed in a comment letter back to the NYS DEC.

Bill discussed that the permit changes will likely result in modifications to the treatment plant. The potential of developing a facility plan in order to submit to NYS EFC for the next round of funding was also discussed. Bill briefly explained the timeline of this process and suggested that the Village may want to develop a facility plan that would address many of the issues at the WWTP so that it could be submitted to NYS EFC. With the water quality issues being raised and the resultant changes in the permit from these water quality issues, it is likely that a project at the wastewater plant would have a high score with NYS EFC which would help their potential funding chances.

John Barrett briefly discussed some additional sampling equipment that he would need at the plant in order to monitor some of the new parameters listed in the permit. Much of the sampling will need to be sent out to a laboratory for third party analysis.

It was discussed that Bill would write a draft response and assist the Village in providing a comment letter back to the NYS DEC.

Mayor Freeman added that with industrial parks, we are a moving target for site selectors. We need to answer these comments/questions in a professional matter and be up front but we need to engage our legislators. We also need to review Kraft obligations to us.

**VOUCHERS:**

Upon a motion made by Trustee McKeown vouchers and were approved for payment:

General Fund	\$ 21,085.98
Schedule C Fund	\$ 7,095.58
Water Fund	\$ 561.22
Sewer Fund	\$ 3,519.61
Fund #10	\$
Fund #11	\$ 13,519.10
Fund #17	\$ 1,585.08
Fund #47	\$
Fund #44	\$ 21,972.70

Fund #48	\$
Fund #50	\$
Fund #51	\$
Fund #52	\$
Fund #53	\$
Fund #54	\$
Fund #55	\$
Fund #56	\$
Fund #57	\$
Fund #58	\$
Fund #59	\$
Fund #60	\$
Fund #61	\$
Fund #62	\$
Fund #63	\$
Fund #64	\$
Fund #65	\$
Fund #66	\$
Fund #67	\$
Fund #68	\$
Fund #69	\$
Fund #70	\$
Fund #71	\$
Fund #72	\$
Fund #73	\$
Fund #74	\$
Fund #75	\$
Fund #76	\$
Fund #77	\$
Fund #78	\$
Fund #79	\$
Fund #80	\$

Fund #81	\$	
Fund #82	\$	
Fund #83	\$	
Fund #84	\$	684.89
Fund #85	\$	
Fund #86	\$	
Fund #87	\$	
Fund #88	\$	
Fund #91	\$	
Fund #92	\$	
Fund #93	\$	17.97
Fund #94	\$	
Fund #95	\$	
Fund #96	\$	
Fund #97	\$	
Fund #98	\$	
Fund #99	\$	
TOTAL	\$	70,042.13

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

Mayor Thomas Freeman	Voting	Yes
Trustee Mark McKeown	Voting	Yes
Trustee William Zhe	Voting	Yes
Trustee Robert Hayes	Voting	Yes
Trustee Timmy Batzel	Voting	Yes

## CLOSED PROJECTS:

Upon a motion made by Trustee Zhe, the following projects are hereby closed and the appropriated monies returned to its original source:

H44-Pickup Truck	\$0	
H52-Genesee St. Repave	\$31,952.44	A201-General Fund
H63-WWTP Computer Upgrade	\$14,969.97	HR42-Sewer Plant
H92-Telemetry Upgrades	\$ 1,367.24	HR42-Sewer Plant

Trustee McKeown seconded the motion and it was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes
William Zhe, Trustee	Voting	Yes
Timmy Batzel, Trustee	Voting	Yes

## DPW UPDATE:

Superintendent Barrett reported that the SPDES permit is going to require a lot more testing, therefore, there is a need to buy more equipment. A quote from HACH was submitted to the Board for testing equipment as follows:

• DR 3900 Bench top Spectrophotometer	\$3,875.00
• DRB 200 Digital Reactor Block	\$ 847.00
• 2100 Q Portable Turbidimeter	\$1,010.00
• TNT Kit for Total Phosphorus HR	<u>\$ 104.04</u>
	<b>\$5,836.04</b>

A motion was made by Trustee Batzel and seconded by Trustee Zhe authorizing Superintendent Barrett to purchase the equipment listed above. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes
William Zhe, Trustee	Voting	Yes
Timmy Batzel, Trustee	Voting	Yes

Superintendent Barrett informed the Board that his crew plans on doing the final pavement along Genesee Street this spring.

This year the Village will have \$54,000 in CHIPS money.

## POLICE UPDATE:

Chief Noble made a request to send Officer McFadden to a National Child Passenger Safety Certification Training Course in Batavia on March 26, 27, 28, and 29, 2013.

The cost of the course is \$75 and upon completion, the Officer will be able to explain installation procedures to parents and caregivers and help them to safely transport their child based on the child's age, weight, height, physical development and needs.

A request was also made to send all full time officers for training in LeRoy, at no cost to the Village on breath tests recertification.

A motion was made by Trustee Zhe and seconded by Trustee McKeown to approve all training requests as submitted. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes
William Zhe, Trustee	Voting	Yes
Timmy Batzel, Trustee	Voting	Yes

Two letters from Sheriff York were acknowledged for the DWI Fund Sharing Program and a check has been allocated to the Avon Police Department based on 2012-DWI in the amount of \$4,138.61.

Chief Noble requested that the funds be used for a new radar unit and for payment of the Verizon air cards which keep the department connected via MDT's. The current radar unit is between 8-9 years old. The purchases have been approved by Sheriff York. Both items are state contract.

A motion was made to authorize Chief Noble to make the purchases by Trustee Zhe and seconded by Trustee Batzel and carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes
William Zhe, Trustee	Voting	Yes
Timmy Batzel, Trustee	Voting	Yes

Sergeant Geer proceeded to inform the Board of arrests that were made involving the work of the Task Force. Back in November information was given to Sergeant Geer regarding the sale of marijuana that occurred in the Village. When enough information was obtained, it was turned over to the County and went through the Task Force. It took them over a month and one half to

make two buys involving undercover officers. Paperwork was filed and arrests were made. That was the first official work of the Task Force. Currently there are 18 cases pending arrests through the Task Force.

## NEIGHBORHOOD MEETING – AVON FREE LIBRARY:

Mayor Freeman welcomed the Library Board and staff and informed them that we appreciate the work they do at the library. A lot of people don't realize that the Town and Village fund the library. Mayor Freeman reported that the Village and the library have not had a library contract since June of 1987 and at that time it was for \$19,000.

Mayor Freeman explained that the Village is striving for a list of "Wants". What do the residents of the Village of Avon want to see? He mentioned he would appreciate any input from the library that they might have.

At this point the Village Staff was introduced to visitors.

Chris Ryan who is the President of the Library Board introduced everyone to the Board.

Ms. Ryan stated she would like to talk about what their current funding situation is and talk about their budget and some challenges they have coming up. A packet of information was handed out.

The Avon Free Library is well used by the community.

- Circulation is up **70%** since 2000
- Registered users are up **39%** since 2005
- In the three years since ebooks began circulating, the number of users has risen **333%** and the number of titles borrowed is up **597%**.

In comparing Avon with the other seven public libraries in Livingston County, Avon has the fourth highest population, and:

- Avon has the highest percentage of residents who are registered library users (54%)
- Avon is **3<sup>rd</sup>** in total annual circulation (74,052)
- Avon is **3<sup>rd</sup>** in the number of children registered and **2<sup>nd</sup>** in the number of sessions offered for summer reading programs
- Avon is **last** in the number of public access computers available but **4<sup>th</sup>** in the number of total users of these computers.
- Avon is **5<sup>th</sup>** in total library holdings (22,475 titles)
- Avon is **tied for last** in per capita local public support (\$19.14)

Jeanna Ruter, Director of the Library reported that the library is free of charge. There is no annual charge. Community groups and tutors use the facility throughout the year. The library is open 6 days a week, 36 hours a week. Currently there are seven paid staff members.

Services available at the library are: books, magazines, DVDs, audiobooks, downloadable audio and ebooks, newspapers, large print books, local history collection, tax forms, online catalog and interlibrary loan through Pioneer Library System, free internet access, computers, meeting room, programs, reference, and Wi-Fi.

The Avon Rotary Club sponsors popular technology classes for the community. There is an Annual Youth Arts Festival which is held in cooperation with the Avon Chamber of Commerce. Students from Avon Central, Genesee Valley BOCES, and St. Agnes School display works in a variety of mediums.

Avon Free Library is a member of the Pioneer Library System serving residents of Ontario, Wayne, Wyoming and Livingston counties. One card gives you borrowing privileges for all 42 Pioneer Library System libraries.

Public access computers are available to any cardholder with a fine free account and are on a first come, first served basis, for at least one hour. Patrons under the age of 18 must have written parental permission for computer use. Children under the age of 10 must have an adult with them at the computer at all times.

The online OWWL catalog ([www.owwl.org](http://www.owwl.org)), linking 42 libraries, makes it easy to find any title in the Pioneer Library System. Library staff can put you on a hold list or show you how to do it from a computer using your library card number and password.

This service is **free** & delivery 3 times a week ensures that your request will be filled as quickly as possible. You would be contacted by phone or email as soon as your item is available.

Dave Stafford, Treasurer reviewed the Library's budget with the Board.

Mr. Stafford stated that the library seeks out grant funding when they can and seek out other ways for additional funding like going to the Town and requesting that they increase their annual support. With money from the Rochester Area Grants Foundation, the library purchased new furniture for the adult and children sections.

Peter Burke – We want to maintain our current services and resources, we want to maintain our building, it has wonderful character. Gina Ruter is retiring and we need to hire a new director. Pat Colt is also retiring and is a key staff person. We anticipate benefit requirements becoming necessary and more costly salary requirements. We would like to expand our collections; we need books and e-books. Also Pioneer Library system is always sharing materials however; we need to be a responsible contributor not just a recipient. We would like to expand our hours; we are now open 36 hours a week. There are five principle items on our plate and the common

ingredient is money. Nurturing, inspiration and discovery is what it's all about. It's an important asset and quality of life.

Mayor Freeman – Do most communities have village owned libraris?

Peter Burke – I'm not sure about ownership.

Mayor Freeman – If you have things that the Village could help out with equipment wise we would be happy to do that. The Village continues to mow the back part of the library.

Trustee Zhe – What about a school district library?

Dave Stafford - We would lose control, we wouldn't be able to keep our endowment fund and currently we don't have to be civil service. We need to be more active and educate the community on what it takes to keep a library going.

Chris Ryan - We don't want to lose control over that money. We haven't dismissed the idea completely. We haven't been able to come up with a good reason to make the switch and we want to see if there are other ways to help with our funding challenge.

Jeanna Ruter – The people in the community would like to see the hours expand. It would allow the school to bring classes down to the library.

Trustee Batzel – The library is a huge draw for people coming into the community.

Mayor Freeman – What are you looking for ten years from now?

Chris Ryan – We would like to put an addition on the building. We would like to expand our conference room and be able to offer a meeting space for anyone who would need it. We are currently using the Presbyterian Church for our Rotary program. We would like to see a better defined space for teenagers.

Jeanna Ruter – I would like to see a space where people could come in and sit down and read the paper, have a cup of coffee and relax. The reason we have programs is to get people into the library.

Chris Ryan – I would like to be able to pay our staff better. We know we're going to have to start paying more and include benefits in order to replace our retiring staff members.

Mayor Freeman – We are currently in the process of budget preparation so I ask for a more formal request from the library so it can be taken into consideration during our work sessions. We also need to update our contract and it needs to be reviewed by everyone.

A suggestion was made to having a neighborhood meeting at the library.



A motion made to engage with Industrial Appraisal was made by Trustee McKeown and seconded by Trustee Zhe. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
Mark McKeown, Trustee	Voting	Yes
Robert Hayes, Trustee	Voting	Yes
William Zhe, Trustee	Voting	Yes
Timmy Batzel, Trustee	Voting	Yes

Trustee McKeown updated the Board on the Fire Department:

- The Department would like to buy 6 sets of turnout gear and 14 helmets
- Fire Department election will be held on April 4<sup>th</sup>.
- The Department talked about moving money between accounts and will talk with Treasurer Quinlan further

Correspondence was received from Tami Snyder, Assessor regarding a concern Trustee McKeown has about the value for the water tower, water plant and water lines in Avon. Trustee McKeown believes that the value stated is not correct and would like to make adjustments.

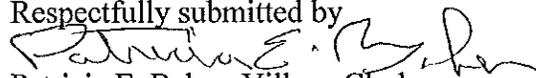
Real Property is planning to visit the Avon Waterworks this summer in preparation of the 2014 advisory. Any inventory corrections should be picked up then.

Trustee McKeown suggested that the Board start thinking about what the Village is going to do in regard to the position of Police Chief.

Mayor Freeman reported that Chief Noble will submit his recommendations to the Board at the beginning of April and then we will go from there in determining which way to go.

Upon a motion, the meeting was adjourned at 9:20 p.m.

Respectfully submitted by



Patricia E. Baker, Village Clerk