

Contents

DPW UPDATE:.....	2
MRB UPDATE:.....	3
POLICE UPDATE:.....	3
FIRE DEPARTMENT UPDATE:	4
CODE ENFORCEMENT UPDATE:	4
MINUTES:.....	5
VOUCHERS AND MANUAL CHECKS:.....	5
TREASURER’S UPDATE:.....	6
TRUSTEE’S UPDATE:.....	6
APPOINTMENT OF REGISTRAR.....	7
M/WBE-EEO MINORITY BUSINESS OFFICER:	7
RECORDS MANAGEMENT OFFICER:.....	7
911 COORDINATOR:	7
JOHN STEINMETZ- STEINMETZ PLANNING GROUP.....	8

The meeting of the Board of Trustees of the Village of Avon was held in the Whitney Room of the Village Hall, 74 Genesee Street, Avon, New York on Monday, December 21, 2015.

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

Staff: John Barrett
Tony Cappello
Brian Glise
Christine Quinlan
Chief Dan Snyder
Chief Gary Benedict Jr.
Paul Drozdziel
Reid Whiting- Attorney

Visitors: Kurt Rappazzo- MRB
Conrad Baker- Genesee Sun
John Steinmetz- Steinmetz Planning Group
Bill Nevin

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

DPW UPDATE:

Superintendent Barrett was in attendance and gave an update on the following:

- The crew has been doing a lot of maintenance around the Village. Christmas trees have come down and the crew has been driving around regularly picking them up. The decorations have all come down. The crew is also working on repairing and cleaning machinery at the shop in preparation for the summer. Superintendent Barrett has also been in the Village Office cleaning/buffing the floors, and working on his budget for the next year.
- The office received notice of concerns that 2 residents have with the radio read water meters. The residents are worried that it could be a health risk. Superintendent Barrett explained that the reads are radio waves and do not pose a health risk. He will reach out to the residents to discuss their concerns. Mayor Freeman asked how many new meters do we have and has the new technology helped. Superintendent Barrett said that they have installed over 800 meters, and the technology has saved them immeasurable amounts of time. Whereas before, the reads took weeks to finish, they can read all of the meters in a matter of hours. It is an enormous difference.

- Superintendent Barrett is meeting with someone from Lime Energy to discuss a rebate program for the replacement of the lights in downtown to energy efficient lighting. He will prepare a report with some numbers and bring back to the Board to discuss.
- Superintendent Barrett and a few of his crew are planning a visit to the WWTP in Newark. The plant is similar in size to our plant, and is undergoing some construction. Superintendent Barrett wanted to get an idea as to the improvements being made and if they would possibly be effective here. They also have the covers that Superintendent Barrett has been looking at for the Village and wanted to see them as well.
- Superintendent Barrett gave a timeline for the new doors to be installed. The doors should be here the third week of January. Once the doors are here, the security group can come in to wire and complete the job.
- Superintendent Barrett has done the mark out for the trees around the Village. There are several that he feels should come down. The ash trees on Sackett Road look very bad. Trustee Bill Zhe and Parks Commission Chairman John Marks will be meeting with Heather Grant, from Livingston County to discuss the Urban Grant.
- Ashley Stappenback has been back helping Superintendent Barrett map the manholes and catch basins in the Village. Superintendent Barrett has shown Ashley how to use the GPS, and she has done 200 points in 3 days. He is very pleased with how quickly she learned how to use the equipment and with how much she completed. Once these points are mapped, they can move forward. There are approximately 22.4 street miles in the Village that need to be looked at.
- I&I- Once the mapping has been complete, the manholes will be numbered and divided into quadrants. Then they will come to do some of the reads this winter
- Superintendent Barrett said that he wants to reach out to Kraft to make sure the plug that was installed has helped them in any way.

MRB UPDATE:

Kurt Rappazzo was in attendance and gave a brief update on the following:

- East of Pole Bridge Rd-The Board received an amended proposal that includes the use of a contractor to install the culvert(s) across Routes 5 & 20 and included two different options. If the proposal is acceptable, they can have it to the DEC by the end of the month. Drawings were given to show the two alternatives. This would raise the project total to approximately \$45000.00.
- The Sewer Use Law-A meeting will be held to go over the Sewer Use Law with Attorney Whiting.
- Mayor Freeman asked if we could get a firm timeline for the I&I. Kurt said he will discuss with Bill Davis.

POLICE UPDATE:

Chief Benedict was in attendance and updated the Board on the following:

- Representatives from Lifting Up Livingston has been in contact with the police to discuss the annual St. Patrick's Day Parade. The date of the parade will be March 12, 2016, with a tentative start time of 1:00PM. The route is the same route as last year. They will be back in touch with the Village.
- We are still waiting on the speed sign that was ordered several months ago.

- The Girl Scout’s “Dash Through the Snow” held in December was a success.
- Chief Benedict has been in contact with the new school superintendent. He is supportive of the SRO project and so far things are working well between the school and the police department.
- We have finally had our first snowfall with substantial snow, and Mayor Freeman wondered if the public contacts the police department regarding icy roads. Chief Benedict stated that they have not had many calls at all. Most calls go to Superintendent Barrett and he sends out the crew.

FIRE DEPARTMENT UPDATE:

Fire Chief Dan Snyder was in attendance to update the Board on the following:

- Chief Snyder received an application for a new fireman. There are currently 45 active members. The applicant is an Avon resident who is looking forward to going to Fire School. His background checks have been run and Chief Snyder was very happy.

Upon a motion made by Trustee Batzel, the application for Daniel McIntyre into the fire department was approved. The motion was seconded by Trustee Zhe, and is 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

- The ready room has been completed. The new cabinets and counters are all in place. The Chief expressed his appreciation to the Board for allowing them to update the room.
- Treasurer Quinlan is helping Chief Snyder to apply for a Fema Grant. The grant is \$10000.00 and will be for rescue harnesses that will go inside each fireman’s gear.
- The areal truck went for testing. This happens every five years. The truck passed with flying colors.
- Fire on Lake Road- the department responded to a house fire on Lake Road where it was determined that a curling iron was the cause. The iron was left on a metal garbage can. This is where the fire started and smoldered in a closed bathroom. As the fire progressed, there was damage to water pipes which helped with the fire, however also flooded the house. The family that has been displaced is currently staying with relatives.

CODE ENFORCEMENT UPDATE:

Code Enforcement Officer Brian Glise and Zoning Inspector Tony Cappello were in attendance to update the Board on the following:

- Fire on Lake Road-Code Enforcement Officer Glise stated that he had seen activity at the home as far as clean up. There was a Rainbow International van at the residence. He said that they are a restoration place that deals specifically with fires and flooding, among other things.

- Code Enforcement Officer Glise met with Daniel Heckman regarding the ISO. They went through a 23 page survey that had questions ranging from fire hydrants to building permits. The entire survey took about three hours and he feels the Village’s rating will remain the same.
- A call was received from a visiting nurse regarding a home on Park Place. She was concerned that there were no smoke detectors. Code Enforcement Officer Glise said he will look into it.

MINUTES:

Upon a motion made by Trustee Zhe, the minutes from the December 21, 2015 Village Board meeting are hereby approved as submitted. Trustee Hayes seconded the motion and it is carried by the following vote:

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

VOUCHERS AND MANUAL CHECKS:

Upon a motion by Trustee McKeown, the following vouchers are approved for payment:

#1-GENERAL FUND	\$26,523.07
#4-SCHEDULE C	\$53,789.00
#5-WATER	\$ 5,415.05
#6-SEWER	\$13,776.54
#11-DEBT SERVICE	\$35,455.44
#17-TRUST & AGENCY	\$ 6,962.41
#50	\$
#57	\$
#72-	\$
#73-	\$
#74-	\$
#77-	\$
#93-CIS GRANT	\$ 1,536.90
TOTAL	\$143458.41

Manual Checks:

NYS Child Support	Child Support	\$ 660.00
Nationwide Retirement	Deferred Comp.	\$1,080.00
B&D Art & Framing	Dry Mount/Maps	\$ 105.00
American Building Systems	CDBG Rehab	\$1,395.00
Embesi Contracting	CDBG Rehab	\$3,225.00

Environmental Ed. Assoc.	CDBG Rehab	\$ 555.00
Paul Lane	CDBG Rehab	\$28,000.00
Thoma Development	CDBG Rehab	\$6,069.21
Zerodraft USA	CDBG Rehab	\$ 325.00
Law Enf. Off. Union	Police Dues	\$ 384.88
Nationwide Retirement	Deferred Comp	\$1,200.00
NYS Child Support	Child Support	\$ 660.00
SEIU 200 United	DPW Dues	\$ 301.10
TOTAL:		\$44,010.95

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

TREASURER’S UPDATE:

Treasurer Quinlan was in attendance to update the Board on the following:

- CDBG Grant Approval- The residents of 86 Wadsworth Ave has applied for and was given grant approval through Thoma Development. Work to be done is electric, plumbing, insulation, interior carpentry, painting, roofing, windows and doors.

Upon a motion made by Trustee Zhe, the application was approved. Trustee Hayes seconded the motion and it is 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

- Treasurer Quinlan discussed the Technical Assistance Grant. She explained that we received \$20000.00 and that we have several applicants.

TRUSTEE’S UPDATE:

- Discussion of Tobacco 21 continued. The goal is to keep tobacco away from kids. The question, however, is how this is accomplished. Limiting advertising, moving advertising higher so as not to have it eye-level with children, the possibility of banning smoking near buildings in downtown are all viable suggestions. Trustee Zhe will reach out to Mr. Keenan again for more ideas. The Board tabled the discussion until February.

- Trustee Batzel brought up the bridge at the school. There is a large tree that is laying in the creek bed. Trustee Batzel notified the school and also stated that the bridge is completely gone. The Board discussed ideas of the best way to fix this. Can a pipe be put in? Trustee Hayes suggested a possible Boy Scout project. There is a question as to who actually owns that property; the Village or the school? Mayor Freeman has a meeting with Superintendent Johnson.
- Alexander Crossing- It was discussed that there are no plans as of now to do anything with that area and the status is still up in the air. If anything permanent is done, we may need an easement from Joe Burkhardt.
- Barilla-The County Planning Board would like the annexation complete. Attorney Whiting will continue working on that.
- The Livingston County Office for the Aging requested to extend the lease agreement for the Nutrition Site for the period of January 1, 2016 – December 31, 2016.

Upon a motion made by Trustee McKeown, the lease agreement was approved. The motion was seconded by Trustee Zhe, and it is 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

APPOINTMENT OF REGISTRAR

Upon a motion made by Trustee Zhe, Heather R. Randall is hereby appointed as Vital Statistics Registrar for the Village of Avon to complete the term expiring June 2016. Trustee Hayes seconded the motion and is 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

M/WBE-EEO MINORITY BUSINESS OFFICER:

Heather R. Randall is designated as the local Government Official or Minority Business Officer responsible for administering Minority and Women’s Business-Equal Employment Opportunity (m/WBE-EEO) program for the Village of Avon.

RECORDS MANAGEMENT OFFICER:

Heather R. Randall is designated the Records Management Officer for the Village of Avon.

911 COORDINATOR:

Heather R. Randall is designated the 911 coordinator for the Village of Avon.

JOHN STEINMETZ- STEINMETZ PLANNING GROUP

Mr. Steinmetz was introduced to the Village Board by Planning Board Chairman Paul Drozdziel. Mr. Steinmetz comes to the Village with many years of experience in community planning and public participation, and zoning. He also does some grant writing, and some site/comprehensive planning and review. Mayor Freeman expressed his gratitude to have his expertise available to us for current and future projects for the Village.

Upon a motion made by Trustee Hayes the service contract between the Village and Steinmetz Planning Group is approved. The motion was seconded by Trustee Batzel, and is 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

Upon a motion by Trustee Zhe, the meeting was adjourned at 8:40PM.

Respectfully submitted,



Heather R. Randall
Deputy Clerk Treasurer