

A meeting of the Board of Trustees of the Village of Avon was held in Conference Room B of the Village Hall, 74 Genesee Street, Avon, New York, on December 2, 2024.

Present: Robert C. Hayes, Mayor
Amanda Hoffmann, Deputy Mayor
Ashley Comeau, Trustee
Tom Cushing, Trustee
Patrick McCormick, Trustee

Staff: Ken Farrell, DPW Supt.
Christine Quinlan, Treasurer
Tim Ferrara, Officer in Charge
David Piampiano, Fire Chief
Bob Alexander, Building Standard & Code
Bill Davis, MRB
Corey Hurley, MRB
Jake Whiting, Attorney

Visitors: John Jaros, St. Paddy’s Day Parade
Bill Zhe, resident
Kitty Bressington, resident
Cindy Kellen, resident
Rachel Miller, resident
Steve Praino, resident
Allison Hayes, resident
Chuck Nadeau, resident

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

Pursuant to Village law §4-400, the mayor **may** vote on any matter but **must** vote in the event of a tie.

JOHN JAROS-ST.PADDY’S DAY PARADE REQUEST:

Mr. Jaros attended the meeting to request approval from the Village Board to hold the Annual St. Paddy’s Day Parade in 2025 on March 15th. It is the Saturday before St. Patrick’s Day, and the parade route would remain the same. The Board noted that the team will need to meet with the police, fire and DPW departments to discuss details.

Upon a motion made by Trustee McCormick and seconded by Trustee Comeau, the Board approved the date of March 15, 2025, for the Annual St Paddy’s Day Parade for the Village. The motion was carried by the following vote:

Robert C Hayes, Mayor	Voting	Abstain
Amanda Hoffmann, Dep. Mayor	Voting	Yes
Ashley Comeau, Trustee	Voting	Yes
Tom Cushing, Trustee	Voting	Yes

Patrick McCormick, Trustee Voting Yes

VOUCHERS and MANUAL CHECKS:

There were no vouchers and manual checks for this meeting due to the timing of the meeting. We will get bills midweek and process. These will be included for approval at the next meeting.

MINUTES:

Upon a motion made by Trustee Comeau and seconded by Deputy Mayor Hoffmann, the Board approved the minutes from the November 18, 2024, meeting. The motion was carried by the following vote:

Robert C Hayes, Mayor	Voting	Abstain
Amanda Hoffmann, Dep. Mayor	Voting	Yes
Ashley Comeau, Trustee	Voting	Yes
Tom Cushing, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

DPW UPDATE:

Supt. Farrell provided the following update to the Board:

DPW Activity

1. Leaves
2. Prepared equipment for winter (snowplows, sanders installed)
3. Cleaned drainage manholes - 72 North Ave.
4. Took down old Kiosk at Erie- Attica- GVG Trail head, Installed new post for new Kiosk sign.
5. Installed new Horse hitching posts at Erie- Attica Trail head
6. Holiday decoration started
7. Equipment maintenance
8. 1- sewer call out over the weekend

WWTP

1. Daily operations
2. Ran Sludge
3. Nick & Sam met with Kraft while kraft had sewer lines televised
4. Cleaned and put away sludge trailer for the winter
5. Worked on, completed & sent out DMR for DEC
6. Asst. with leaves

Water

1. Daily operations
2. Stake outs
3. Maintenance at the pumphouse- fixed chlorine line.
4. Worked on billing issues
5. Worked on furnace at the Water filtration plant
6. Roofs were replaced at PRV station & at Clear well Filtration plant (Elmer Davis)

7. Worked on energy audit

Misc./ Upcoming weeks

1. Holiday decorations
2. Set up for Holiday spectacular & clean up after
3. Leaves- plan to be done 12/13/2024.
4. Set up Skating rink
5. Reminder that we have crew members using vacation during the month of December
6. Quote from Van-Hook in the amount of \$2504.94 for replacing wall heater- the heat exchanger is broken and it is less money to replace the entire wall heater than to repair the heat exchanger. Funds to come from Schedule C.

Upon a motion made by Deputy Mayor Hoffmann and seconded by Trustee McCormick, the Board accepted the quote from Van-Hook in the amount of \$2504.94 to replace the wall heater with funds from Schedule C. The motion was carried by the following vote:

Robert C Hayes, Mayor	Voting	Abstain
Amanda Hoffmann, Dep. Mayor	Voting	Yes
Ashley Comeau, Trustee	Voting	Yes
Tom Cushing, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

Discussion points:

- Supt. Farrell stated that Geneseo was still interested in purchasing our Augar Monster (wastewater screen) which we purchased in 2005 for \$50k. It was refurbished in 2014 for \$20k and has been out of service since 2017 and has been in storage. The Village has no use for it as the new screener was installed at that time. Supt. Farrell would like to negotiate with Geneseo on a price to bring back to the Board for approval.

Upon a motion made by Trustee Comeau and seconded by Deputy Mayor Hoffmann, the Board authorized Supt. Farrell to negotiate with Geneseo for a price to bring back to the Board. The motion was carried by the following vote:

Robert C Hayes, Mayor	Voting	Abstain
Amanda Hoffmann, Dep. Mayor	Voting	Yes
Ashley Comeau, Trustee	Voting	Yes
Tom Cushing, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

- Deputy Mayor Hoffmann asked when Supt. Farrell will start to gather information for a 2025 project list. Supt. Farrell stated that he will begin in January. Mayor Hayes also stated that he would like to start to get a schedule together to meet with department heads for budget season.
- Supt. Farrell talked about his meeting with a rep from Magna Flood. They are a lighting company who can retro fit lights on Genesee Street that are color changing \$650.00 per light. The lighting could then be controlled by a remote and changed for special events and holidays.

- Supt. Farrell discussed with the Board having Morsch Pipeline bore under River Street into manhole in order to avoid the excavation of the newly paved road. This way, there will not be a depression (bump) in the road. This will cost approximately \$5500.00. Having the Village crew do the work would cost approximately \$5000, however there would be the depression in the road. Based on this, Supt. Farrell recommends having Morsch Pipeline perform the work in order to prevent it.

Upon a motion made by Trustee Cushing and seconded by Trustee Comeau, the Board authorized Supt. Farrell to move forward with the boring on River Street utilizing Morsch Pipeline. The motion was carried by the following vote:

Robert C Hayes, Mayor	Voting	Abstain
Amanda Hoffmann, Dep. Mayor	Voting	Yes
Ashley Comeau, Trustee	Voting	Yes
Tom Cushing, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

MRB UPDATE:

Bill Davis provided the following update to the Board electronically:

1. **WWTP Disinfection Project:**
 - All components have been started up successfully and are operational. Cert of Substantial Completion and close out to follow.
 - Replacement of PC effluent gate approved via allowance. This item is still outstanding, and the contract will remain open until complete.
 - Insurance estimate provided to Jan for new UV structure and equipment
2. **Pebble Beach Rd PS:**
 - Cert of Sub Completion and final allowance credit change order ready for approval. Final closeout to follow.
 - Insurance estimate provided to Jan for new facility
3. **Joint Water Tank project**
 - Village, MRB, and BPD working on NYS EFC requested “Missing Items” – A/E procurement complete. IMA approved.
 - MRB provided Engineering Agreement on 11/4 to the Village and to the Town subsequently thereafter. Town approved contingent to Village approval. Village provided comments for update. MRB to summarize changes for the Town and update proposal for both parties.
4. **Triphammer Road Watermain Project**
 - Study with various options and costs complete.
 - Jay Grasso completed the Income survey for these water users and hardship qualification w/ EFC is apparent.
 - MRB provided summary e-mail on 9/24 and sent a follow up e-mail to Geneseo and Avon for a meeting to review and determine a path forward. (seek grants/funding and bid or install watermain “in-house”). Meeting to be held December 11 at 1pm.
5. **Water/Sewer Income Survey**

- Jay Grasso completed the Final Report for Village and shows Village eligible for Hardship status with EFC.
6. **Wastewater Treatment Plant (SPDES renewal & Improvement Project) & Sewer Use Law**
- NYS DEC provided comments on Preliminary Engineering Report (PER). Responses and additional information requested to be implemented into the report by DEC/EFC. Additional treatment options were requested to be evaluated (which may be warranted if SPDES changes). Due to potential SPDES change, MRB suggesting Village consider EPG (Engineering Planning Grant). This grant could be used to address additional report info requested by DEC/EFC; could progress the detail in the report; and could be used to update the report due to any SPDES changes that may be experienced. Waiting on the release of EPG – should be out soon.
 - Village and MRB owe DEC updated Sewer Use Law. Updated law provided to Village by MRB for final edits to section re: “Sewer Charges” then can be formally adopted by Village and sent to DEC.
 - Remain awaiting NYS DEC SPDES permit revisions – last discussion with DEC was potentially by the end of the year (2024).
7. **Pretreatment Program and Significant Industrial Users**
- Kraft has installed a full-size pilot Pretreatment System (DAF treatment). MRB and Village have provided comments and requested additional information.
 - Pilot system in place and running. MRB and Village commented on needed sampling protocol and results for Village/MRB review.
 - July/August results look promising but additional sampling by Kraft is needed to confirm. MRB is working with Village to correspond needed requirements to Kraft to accept pilot system as a permanent installation.
 - SIU permit modification provided by MRB by 10/30/24 (original due date) – MRB provided new Draft Permit to Kraft for review. Kraft requested an extension of the existing permit until the end of the year. Extension granted and Village/MRB waiting on final comments on update SIU permit for finalization by 2025.
8. **LCWSA Regional Water Project**
- Mtg was held 5/31 called by LCWSA to review the opportunity for LCWSA to upsize a portion of their system for a potential future inter-connection between the Village/Town of Avon and LCWSA (in area of Frataelli’s). Cost is estimated at \$1.8 million.
 - The benefit to the Village & Town is a potential inter-connection as opposed to expanding WTP. Benefit to Town is a potential inter-connection which (with a transmission line from the inter-connection to Agar Rd) could allow the need for the E Avon elevated water storage tank.
 - Project seems a bit delayed but discussions regarding potential Village interconnection with LCWSA should be on-going.

POLICE UPDATE:

Officer in Charge Timothy Ferrara Jr. provided the following update to the Board:

- Calls continue- 53 calls reported, 5 arrests were made, 9 ambulance calls, 6 alarm response calls, 15 calls to assist, responded to 5 motor vehicle accidents.
- The Department continues to work traffic details throughout the Village resulting in 66 traffic stops and 26 tickets issued.
- November 1, 2024, through April 1, 2025, there is no parking on the streets overnight (2am-6am).
- An arrest was made in the break in of the smoke shop in October.
- Holiday Spectacular schedule for the department is set.
- Officer Travis McFadden will be participating in the annual Shop With A Cop event at Wal-Mart on December 7th, 2024.
- Department participated in the annual Salvation Army Red Kettle Campaign on 11/27 and rang bells at Tops Market.
- Took delivery of firearms today (12/2). Still need to order holsters and set up qualifier training for the new firearms.
- Durango update-waiting for concept from vendor as to what it will look like.
- A meeting has been set up with Flower City Communications on 12/30 for a demo on body cameras. The department will need a body camera operator/procedure policy, which they have received from the Sheriff's Department and reworked for the department. Officer Ferrara will forward it to Clerk Randall for review by the Board and Attorney Whiting.
- Training update: taser training with Geneseo PD Officer Truax to be scheduled for December or January.
- Trustee McCormick took a moment to commend the department on their continued work in the Village, being visible, and checking businesses at night for irregularities. It is noticed and appreciated!

FIRE DEPARTMENT UPDATE:

The following update was provided by Chief Piampiano:

- Drills continue. 12/9 truck inspection, 12/17 Officer's meeting.
- Pumper Christmas Party on 12/6. Will be on hand for the Holiday Spectacular.
- Applying for forestry grant, as they have in the past with great success.
- Applying for FEMA grant for quint refurbishment. To refurbish our current piece of equipment would cost between \$100k-\$200K. However, a new quint could cost upwards of \$2million. Award of a grant would help to offset refurbishment costs.
- Have been in touch with Utilitac in regard to new chief truck.
- Fire Department has smoke detector/CO2 detectors they supply to residents during emergency calls. Residents are also able to call the department if they need them.
- The department has responded to 200 calls to date.
- Treasurer Quinlan and Mayor Hayes sat in on a webinar about the NYSLGE grant where there was a lot of discussion of fire departments. Treasurer Quinlan also noted that our financial group is gathering more information about the NYS Emergency Services Revolving Loan Fund for the fire truck. Hope to have more information on it for the next meeting.

- Deputy Mayor Hoffmann discussed the review of the bylaws for the department. Atty. Whiting was asked how we can revise the law so that when the fire department sees it necessary to make changes, there is no need for a public hearing and a new local law. Attorney Whiting stated that the easiest way would be for the Board to adopt the new bylaws/rules and regs effective a specific date and the Village would stipulate that any changes should be brought to the board and authorized by board resolution. Attorney Whiting does not feel that it is necessary to specifically name the Jr. FD/Rams programs in the bylaws.

Upon a motion made by Deputy Mayor Hoffmann and seconded by Trustee McCormick, the Board scheduled a public hearing for a proposed local law to amend Chapter 69- Fire Department Rules and Regulations on January 9th, 2025, at 6:15pm. The motion was carried by the following vote:

Robert C Hayes, Mayor	Voting	Abstain
Amanda Hoffmann, Dep. Mayor	Voting	Yes
Ashley Comeau, Trustee	Voting	Yes
Tom Cushing, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

Attorney Whiting will prepare a local law and public hearing notice to run in the paper as required.

TREASURER UPDATE:

Treasurer Quinlan provided the following update:

- Tree City application was submitted 11/22.
- ARPA- we still have \$3500 to allocate by the next meeting.
- Half-year financials to be provided to department heads for review.
- Centrica meeting to be held on 12/3 at 1pm to discuss solar projects.
- Continue with other grant meetings and year end closing meetings.

CLERK UPDATE:

The following items are updates from Clerk Randall:

- Provided- minutes from the Avon Chamber
- the Board was provided for consideration three schedules for Board meetings for 2025- 1st and 3rd Mondays, 2nd and 4th Mondays, 1st and 3rd Thursdays. Should the Board decide to change the meeting times, all that is needed is a vote from the Board. This can be re-established as part of the organizational meeting annually.

Upon a motion made by Trustee McCormick and seconded by Trustee Comeau the Board agreed to have the Village Board meetings held on the first and third Thursdays of the month beginning in February of 2025. The meetings in January of 2025 will be held the second and fourth Thursdays to accommodate the holiday and vacations. The motion was carried by the following vote:

Robert C Hayes, Mayor	Voting	Abstain
Amanda Hoffmann, Dep. Mayor	Voting	Yes
Ashley Comeau, Trustee	Voting	Yes

Tom Cushing, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

Clerk Randall will post the calendar on the website, in the office, and will send it to the LCN for publication.

- Last Meeting Treasurer Quinlan discussed Liv. Co. First Impressions grant project will be for website only as needs to be complete in December. She asked the Board to resolve that \$5K will be from grant with remaining \$400 from ARPA monies.

Upon a motion made by Trustee McCormick and seconded by Trustee Cushing, the Board agreed that the First Impressions grant funding received by the Village in the amount of \$5000.00 will go to fund the website, with the remaining balance of \$400.00 being funded from the ARPA funds. The motion was carried by the following vote:

Robert C Hayes, Mayor	Voting	Abstain
Amanda Hoffmann, Dep. Mayor	Voting	Yes
Ashley Comeau, Trustee	Voting	Yes
Tom Cushing, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

Important Dates:

- **BOARD MEETINGS-. December 16th at 6pm**
- **12/6 Pumper Xmas Party**
- **12/7 Holiday Spectacular**
- **Village Closed 12/25 for Christmas and 1/1/2025 for New Years Day!**

CODE COMPLIANCE UPDATE:

Code Compliance Officer Alexander provided the following update to the Board:

- New house to be built on Pole Bridge Rd- drawings have been submitted to the code department and have been reviewed. Mr. Alexander noted that sidewalks would be added as part of this project. The Planning Board voted on a favorable recommendation to move forward with the project, however it has not been received by the Village Board yet. This item will be placed on the agenda for the next meeting in order to get the recommendation to the members of the Village Board.
- Mr. Alexander was invited to a walk through of the McCarthy’s property with Livingston County. Mr. Alexander will be doing a building and safety inspection on 12/3 @10:30am, and will report back to the Board.
- Trustee McCormick asked Mr. Alexander to reach out to Community Bank about the lights in their parking lot as it is very dark.

TRUSTEE UPDATE:

- ✚ Trustee Comeau stated that she wanted to make sure that sidewalks are addressed when new builds are being proposed for the Village. Code Compliance Officer Alexander stated that sidewalks will need to be in before he will issue a C of O as discussed in his update.
- ✚ Trustee Cushing said that DPW negotiations were going well and wrapping up.

- ✚ Mayor Hayes would like to get a schedule in place to start discussing budgets with department heads.

SENIOR NUTRITION LEASE AGREEMENT EXTENSION:

Upon a motion made by Deputy Mayor Hoffmann and seconded by Trustee Comeau, the Board agreed to extend the current lease agreement with The Livingston County Office of the Aging for use of Conference Room A for the Senior Nutrition Program for 1 year through December of 2025. The monthly rent will remain \$350 for the room use and \$37.50 for the dumpster rental. The total amount per month will continue at \$387.50 per month. The motion was carried by the following vote:

Robert C Hayes, Mayor	Voting	Abstain
Amanda Hoffmann, Dep. Mayor	Voting	Yes
Ashley Comeau, Trustee	Voting	Yes
Tom Cushing, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

PUBLIC COMMENT:

Mayor Hayes opened the floor to public comment at 7:27pm.

- Kitty Bressington asked who is liable if Mr. Barrett takes over as the construction observer for the Village instead of having MRB do it? Mr. Davis of MRB stated that liability still lies with the contractor on the project.

EXECUTIVE SESSION:

Upon a motion made by Trustee McCormick and seconded by Trustee Comeau, the Board entered executive session at 7:37pm and exited executive session at 8:59pm in order to discuss possible litigation. Attorney Whiting, Supt. Farrell, Officer in Charge Ferrara, and Treasurer Quinlan were asked to remain during the session. The motion was carried by the following vote:

Robert C Hayes, Mayor	Voting	Abstain
Amanda Hoffmann, Dep. Mayor	Voting	Yes
Ashley Comeau, Trustee	Voting	Yes
Tom Cushing, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

Upon a motion made by Deputy Mayor Hoffmann and seconded by Trustee Comeau, the Board directed Attorney Whiting to draft a letter to the horse barn tenants/occupants. The motion was carried by the following vote:

Robert C Hayes, Mayor	Voting	Abstain
Amanda Hoffmann, Dep. Mayor	Voting	Yes
Ashley Comeau, Trustee	Voting	Yes
Tom Cushing, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

ADJOURNMENT:

Upon a motion made by Deputy Mayor Hoffmann and seconded by Trustee Comeau, the Board adjourned at 9:05pm by a unanimous vote.

Respectfully submitted,

A handwritten signature in blue ink that reads "Heather Randall". The signature is written in a cursive, flowing style.

Heather Randall
Village Clerk