

VILLAGE OF AVOCA
SPECIAL MEETING MINUTES
APRIL 24, 2024
SUBMITTED: MAYOR ERIC R, TYNER

1. 6:00 PM – Call to Order

Attendance: Present: Mayor Tyner, Trustee Hubbard, Trustee Gay, Trustee Rowe-Smalt, Trustee Rodbourn
Not Present: Village Clerk - Vacant

2. Pledge Allegiance to the Flag

3. Motion to Adjourn Special Meeting for Public Hearing on the Proposed Modification to the Adopted VOA General Budget for 2025-2026 – 6:01 PM

Motion to Approve: Rowe-Smalt, Rodbourn 5-0 Approved

4. Public Hearing - Proposed Modification to the Adopted VOA General Budget for 2025-2026

No member of the public present for comment. One change in adopted budget – Reappropriation amount typographical error changed from \$85,250 to \$84,000 as outlined. Public Budget Message was correct and needs no modification.

5. Motion to Adjourn Public Hearing and Reconvene Special Meeting

Motion to Approve: Rodbourn, Hubbard 5-0 Approved

6. Motion to Approve the Proposed Modification to the Adopted VOA General Budget for 2025-2026 for Filing with New York State

Motion to Approve: Hubbard, Gay 5-0 Approved

7. Motion to Convene in Executive Session on the Specific Employment Details of Village Employees – Hiring of New Village Clerk – 6:03 PM

Motion to Approve: Rodbourn, Rowe-Smalt: 5-0 Approved

8. Motion to Reconvene in Open Session for Approval of Hiring of New Village Clerk – 7:06 AM

Motion to Approve: Hubbard, Gay: 5-0 Approved

9. Return to Open Session – Motions from Executive Session

Motion 1:

Motion for Mayor to make arrangements to contact applicant Blake Abbott to offer the Village Clerk / Treasurer position effective May 12, 2025 at \$24,500 annually with \$500 as budget officer. If the applicant declines the offer, the Mayor will contact applicant Valerie Saltsman and offer the Village Clerk / Treasurer position as discussed at \$19,400 annually with \$500 as budget officer.

Rowe-Smalt, Hubbard: 5-0 Approved

Motion 2:

Motion to retain Christine Haar as the Village Treasurer for all village financial business and to begin the transfer of treasurer duties and responsibility to the new Village Treasurer through the end of the current 2024-2025 budget in June of 2025. Treasurer Haar shall be retained for the following (5) weeks until June 1, 2025 at a rate of \$100 a week, for a total of \$500 to the end of this budget cycle.

Hubbard, Rowe-Smalt: 5-0 Approved

Motion 3:

During the training period for the new Village Clerk, pay the new Village Clerk the hourly breakdown of salary for the training period as outlined, Abbott of \$24.00 an hour (or Saltman of \$19.00 an hour) until their official duties begin to start their weekly salary.

Hubbard, Rowe-Smalt: 5-0 Approved

Motion 4:

Cap the allotted training hour through May 8, 2025 of the new Village Clerk with Christine Harr at (25) hours, to be administered and monitored by the Mayor. Christine Harr will be compensated for training at \$25.00 an hour, outside of the transition duties of Village Treasurer.

Hubbard, Rowe-Smalt: 5-0 Approved

Motion 5:

Approval for the Mayor to contact Rick Blafield and Williamson Law to discuss alternate training options for the new Village Treasurer once the treasurer position is transferred to the new Village Treasurer.

Rowe-Smalt, Gay: 5-0 Approved

Motion 6:

Approval for the Mayor to draft and post a Public Notice of modified Village of Avoca Office Hours during the transition and training period of the new Village Clerk. Hours to be determined by the Mayor with the new Village Clerk and Christine Harr's availability through May 12, 2025.

Rowe-Smalt, Gay: 5-0 Approved

10. Regular Meeting Closing / Adjournment – 7:16 PM

Rodbourn, Hubbard: 5-0 Approved