

VILLAGE OF AVOCA
AGENDA
JULY 13, 2023

1. 7:00 PM - Call to Order – Regular Monthly Meeting
2. Pledge Allegiance to the Flag
3. Review – Approve: Minutes from the June 8, 2023 Regular Meeting
4. Review – Approve: Monthly Departmental Reports
5. Visitors: General Comments
6. Lean Wightman Employee Appreciation Presentation – Postponed until August 10, 2023
7. Department Heads:
 - a. Street & Water Departments – Tony Comstock
 1. Old Shed Painting – Update
 2. Sidewalks – South Main Street / Carrington Street
 3. Summer Help Update – Transportation Issue
 4. South Main Street Easement / Drainage – Reworked Agreement
 5. Lift Bucket - Update
 6. Water at Memorial Park – Install into Building and Outside Faucet
 - b. Fire and Ambulance Departments – Chris MacDougal
 1. 2023 Budget – Discussion on Transfer
 2. Railing - Order
 3. Contractor Update - New Doors / Windows
 4. Update on Separation to Fire District
 - a. Tentative Agreement Discussion
 - b. Transfer of Real Property
8. Update on the Change of the Insurance Broker / Coverage
 - a. Policy needed on PII – Personal Identifiable Identification for use of Mobile Devices – template to be provided
 - b. Policy needed on CIRP – Cyber Incident Response Plan – template to be provided
 - c. Employee Background check run on Employees with Access to Funds
 - d. Increase in Third Party Coverage, about \$500, to cover other bodily injury, employment practices, claims against work environment, etc.
 - e. Added coverage for Summer Youth Programs
9. Update and Discussion on the Pavilions: Use Form at the Village Parks – July 1
Handicap Port-a-John at each Location
10. Update and Open Discussion on Recording of Board of Trustees Meeting
 - a. Discussions on Village Handbook Outline
 - b. Input from Village Attorney

11. Update on:
 - a. Village Banking – Two Signature Checks for Payments – Effective June 26
 - b. Hiring of the Deputy Village Clerk – Employment Notice Sent
 - c. Changes to Village Clerk Work Space – Counter / Desk
 - d. Village Clerk Policy – Policy #28 – Working Draft – Awaiting Civil Service Details
 12. Further Discussion on Research of:
 - a. Cost of Private Mowing of Cemeteries
 - b. Ownership of Cemeteries / Association
 13. Update and Discussion on Youth Commission and Oversight of Youth Summer Activities
 - a. Accounts and Funds
 - b. Policy on Program
 14. Updates on Bathrooms for Pavilion at Memorial Park
 - a. Phase II Specs and Advertisement – Contractors????
 - b. Youth Soccer Storage Space - Shelves
 15. Review and Approval of Expenditures from the General, Water and Grant Funds
 16. Grants Update
 1. Community Revitalization Grant – Parks – Federal Funding Update
 2. Bridge and Culvert NY Grant – Approved
 - Awaiting Approval Letter
 - Contact made with Region 6 / CPL
 - Resolution to be Passed / Begin Processes
 3. Federal Infrastructure Grant – Include Drainage Issues
 4. Clean Energy Grant Update – Resolutions given to Planning Board
 - Items from Light LED Conversation to Hubbard
 17. Board Discussions / Agendas / Reports on Assignments
 - a. Mayor Tyner
 1. Safe Purchased and to be Installed in Mayor Office
 2. Voter ID Letter of Support to Send
 3. Create Google Calendar
 4. Website / Facebook Update with Matt Morales
 - b. Trustee Hubbard
 - c. Trustee Gay
 - d. Trustee Rowe-Smalt
 - e. Trustee Rodbourn
- Further Items / Topics:
- a. Village Clerk / Treasurer Haar
 1. Open Discussion on Ordering of Supplies – Additional Vendor
18. Visitors: Comments July Meeting Topics
 19. Regular Meeting Closing / Adjournment