

Village of Avoca Board Meeting Minutes

October 10, 2024

The meeting was called to order at 7 PM and the pledge of allegiance was said.

Present at the meeting were Mayor Tyner, Trustees Gay, Hubbard, Rowe Smalt and Rodbourn, Clerk Haar, Anthony Comstock, Bill and Minnie Brennan, Emily and Lee Bottoni, Donna Wright, Art Blanchard, Jennifer Galvan, Dawn Warner, McKayla Warner, Dan Hubbard, Kelly Rodbourn, Cherie and Richard Swift and Attorney Russell by phone.

A motion was made to approve the minutes of the following meetings:

September 12, Board Meeting, 1st Trustee Hibbard, 2nd Trustee Gay 4-0 Trustee Rowe Smalt abstained

September 19 Emergency Meeting, 1st Trustee Rodbourn 2nd Trustee Hubbard All

September 27 Special Meeting, 1st Trustee Hubbard 2nd Trustee Gay All

A motion was made to accept the **Departmental Reports** 1st Trustee Hubbard 2nd Trustee Rowe Smalt All

Public Comments: Mrs. Wright asked if the minutes were on line. Mayor Tyner said that the new website: villageofavoca.org has the current minutes up to date. He will be working to get the minutes from the past few years as well as other documents loaded on the new website in chronological order.

No other public comments.

Custodial Account Transfer/Agfest Donation:

Mayor Tyner said that Megan Hubbard should have all the paperwork done for the transfer of funds of the custodial account to the new Avoca Community Foundation. The transfer will be similar to the Avoca Youth Sports transfer. Trustee Rodbourn wanted to know if the funds are straight and approved by each committee. The mayor and Trustee Rowe Smalt said they were. Mayor Tyner spoke as the committee head for Agfest when asking if the village board would accept a donation of a flagpole and the landscaping that goes around it from Agfest. The placement will be decided at a later date.

1st Trustee Rowe Smalt 2nd Trustee Hubbard 4-0 Mayor Tyner abstained

STREET DEPARTMENT: Supervisor Comstock

Gazebo: The old hydrant will be installed soon over the water plumbing and landscaping will be done in the future. Trustee Rodbourn asked if the Ag class at the school was still going to do planting. Mrs. Bottoni said they had done some planting and unfortunately someone had taken some of the plants from the park. She will do some more soft plantings and stonework could be done by the street department. Mayor Tyner said the water could be done and then we can look at the landscaping in the spring.

River Street Sidewalk Update: It would be ridiculous to take the sidewalk out at this point. Going forward the street department will make the correction at the pole and straighten out the sidewalk going forward. Trustee Rowe Smalt brought up curbing at the sidewalk. Sup. Comstock said it would talk to someone else to do that work. He thinks the county has a crew that does that kind of work and he will get a quote. Mayor Tyner met with NYSEG and they said there will be a cost to move the pole. It was decided by the board not to move the pole at this time.

Memorial Park: The shelves for storage are done. The kickboard is not painted yet. Handicap threshold is being looked into. Tony isn't sure if it will work. The building will be winterized soon. There is a leak in the handicap bathroom. Art thinks it's the back of the toilet where the water comes in.

Paving Update: CHIPs money reimbursement reporting will be ready to send to DOT once the crosswalk pads are put in. Tony will get an estimate on those.

Sidewalk Replacement-There was a UFPO report received for the sidewalks on Chase Street by Genesee Valley Insurance agency and the new mural. Trustee Rodbourn thinks there are many more sidewalks that need repair before those specific ones on Chase Street. Trustee Hubbard asked about it being a liability issue since there was a report done about it. If we receive written complaints, he feels the street department could prioritize which ones need to be done first. Attorney Russell said you could be putting yourself up for liability issues if you don't follow through after a report is done. She thinks there needs to be a reasonable explanation as to why it is deemed dangerous. No decision was made.

Alexander Street Drainage: The street department will do ditch cleaning

Drains at the 4 corners of Main Street: Sup Comstock said they will start and get as far as they can before the weather turns. Mayor Tyner will contact the IDA when they get near the railroad tracks.

Public Posting Sign: the mayor asked if anyone would like to take over the project. Trustee Rodbourn thought he was already doing it. Trustee Rowe Smalt wanted to make sure the ideas would be brought up for board approval. She also asked what the budget was. An amount will be figured and given to Trustee Rodbourn and Sup. Comstock.

Hydrant quote: The quote was received and it is done

Ditch at Hees Park: The street crew cleaned it out. Trustee Rodbourn will work with Sup. Comstock to get pricing for fencing.

Gas/Diesel Pump Inspection: Trustee Hubbard is going to find the information and will report back in November.

Handicap Signage: The posts need the bottom section. They are getting a stencil to use and the list is at the shop.

Time Sheets: the mayor and Sup. Comstock will discuss.

Water Meters: People with the old meters will be called again. Sup Comstock will do door hangers also.

Gazebo Parking Lot: Sup. Comstock said it wouldn't take much to move the curb stops back near Main Street across from the café. They could move them and seed in the spring. There was also talk of putting more grass in front of the old Agway building.

Village Compost: The mayor asked how the board feels about commercial dumping. Trustee Hubbard thinks village residents should be able to. Sup Comstock thinks there is limited space, so he is not in favor of it. It was decided not to change anything.

Water Lab: The lab that we have been using is shutting down. The same company offers a lab in Sayre PA and Rochester. Sup. Comstock has transferred most of the testing to Microbac.

UDIG account: Sup. Comstock and the mayor will get the account up to date with Sup. Comstock receiving the messages.

IDA about mowing: The sidewalks need to be cleaned off after.

Trustee Rowe Smalt asked about having the Christmas tree at Hees Park. She thinks it sets the tone for the holiday when coming into the village from that direction. Sup. Comstock will look into it.

Trustee Hubbard asked about the baseball field being weeded. Sup. Comstock said there is a tool for it and it works best right after a rain. He will work on it.

FIRE DISTRICT: The E5 title paperwork was sent to Albany. Once it comes in, the mayor will sign it and it will transfer to the fire district. There was no charge.

Town update: nothing at this time

AED training will take place with the Village employees.

Memorial Park: The mayor gave options of DVR recording cameras with a hard drive inside the building for approximately \$00-\$500 or a wifi camera which would run about \$100/year for the program and each camera costs about \$200. Unfortunately there is no wifi there so it's easier to have the DVR system.

The board talked about where to put the cameras, Mayor Tyner will get more concrete numbers and report back in November.

Smith Street Parking: will be done in the spring

Hees Park: Flagpole location was discussed. The street department will install the flagpole. A plaque will be mounted on the concession stand for Carl Dockstader.

Expenditures: A motion was made to accept the expenditures 1st Trustee Hubbard 2nd Trustee Gay All

The mayor said there is a new **Planning/ZBA Board Chairperson**, Rebekah Abbott. She will attend the training in Olean and she will be reimbursed for her mileage.

A motion was made to appoint Elizabeth Peck the **interim Zoning officer**:

1st Trustee Rowe Smalt 2nd Trustee Hubbard All

NYClass investments: More discussion at a later date

NYMIR/Cyber updates: Ed Flaitz finished the updates and we are now insured for NYCOM purposes.

Cemetery Fees-Trustee Rowe Smalt: She wanted changes made in wording. She also wanted to know about vault storage. She said funeral homes charge for storage. The village has a \$300 vault fee. The policy voting was tabled until November when the wording is changed.

Employment matter: The mayor asked if any board member feels an executive session is necessary. No board member needed one. The mayor said he and Supervisor Comstock have met and come to an understanding. Mayor Tyner asked for a motion for a notice to implement notice of discipline and corrective action as discussed for employee Anthony Comstock for the pending employment matters before the board of trustees. Anthony Comstock is to meet with the mayor on October 11th at 7am at the village hall to finalize this process and return to his assigned duties at the village street department immediately after.

A motion was made to do the above:

1st Trustee Hubbard 2nd Trustee Rowe Smalt All

Culture and Recreation Accounts: In November the final numbers should be ready to transfer to the Avoca Community Foundation. The account totals are on the Shared Drive. Trustee Rowe Smalt asked if anyone would like to take over the Christmas in the Park event.

Levee Recertification: Still moving forward.

3rd Party Review: The mayor believes the village should have a 3rd party audit done every 3 years and when there is a change in the Financial Officer. He went over the monthly budget sheet. He also spoke about the NYCOM free webinars that the trustees can do.

Grants: Clean energy- Mayor Tyner got prices for trees that are 10'-12'. The board discussed the placement of trees from the grant. The mayor asked what kind of trees the board would like and all decided they want hardwoods.

Culvert: No invoices have come in yet. The project is still on target for spring 2025. The mayor discussed that CHIPS money could possibly be used for paving of the project. There was discussion on the gates and the bridge size being either a 2 lane with a sidewalk or a 1 lane with a sidewalk. Mayor Tyner will get a price for flood gates so the board can decide on what option to go with.

Windmill Historic Projects: still in mitigation and no funds are being released.

Main Street Sidewalks: Mayor Tyner has a meeting scheduled with Nick Langworthy's office.

Merging of Municipalities:

Playground Grant: The grant that is available is a 50% matching grant for a \$50,000 playground. The mayor completed the second phase of the grant application.

Board Discussions:

Mayor Tyner: The phone issues have almost been resolved.

He discussed the house that is being transported to Steuben Street. It will go up chase Street instead of Carrington now. He is looking into the electric delivery options and will have information on the Shared Drive. He brought up the mailbox for the front of the building and the board said it was fine to purchase one.

Trustee Hubbard: He wants to know if there is another option for the sidewalk on Main Street if the grant doesn't go through. Mayor Tyner said money could be used form the Hees Park Expansion Project. Trustee Gay will help with this project.

Trustee Gay: none

Trustee Rowe Smalt: *She was wondering if something could be put over the water pumps to make them look more aesthetically pleasing.*

Trustee Rodbourn: He read a letter from Dana and Leann Wightman referring to their FOIL request. There was a question of the postage stamp date being October 8th and the letter being dated October 7th. They also mentioned that some of the items should be available for anyone coming into the office at any time. He (Trustee Rodbourn) said the Wightmans told him they wanted the information for the possible merger of the town and village. The board discussed waiving the fees of the FOIL request if that is the reason for it.

Clerk Haar: She said she won't be able to be at the November meeting as her daughter is having surgery that day. The resolution for the village tax re-levy will be ready at the next meeting to vote on.

Visitor Comments: Minnie Brennan mentioned Japanese Red Maples as a good option for shorter, faster growing hardwoods trees.

A motion was made to adjourn the meeting

1st Trustee /Hubbard 2nd Trustee Rowe Smalt All

The meeting adjourned at 9:17PM

Respectfully submitted,

Christine Haar

Village Clerk/Treasurer