

**Village of Avoca
Board Meeting Minutes
October 9, 2025**

PRESENT: Mayor Tyner; Attorney Thew; Trustees: Hubbard, Rodbourn, Rowe-Smalt; and Clerk Saltsman

PUBLIC PRESENT: Art Blanchard; Peg Rundell; Bill Brennan; Dave Hubbard Jr.

EXCUSED/ABSENT: Trustee Gay; Street Supervisor Comstock

The Meeting was called to order at 7:00PM.
Mayor Tyner announced the recording of the meeting.
The Pledge of Allegiance was said.

PRIOR MEETING MINUTES: Minutes from the 9/11/2025 Board meeting were sent prior to this meeting for review by Trustees. Trustee Rowe-Smalt motioned to approve the meeting minutes; Trustee Rodbourn seconded. Three in favor, Trustee Hubbard abstained. 3-0-1

MONTHLY DEPARTMENT REPORTS: The monthly department reports were sent prior to this meeting for review by Trustees. Trustee Rowe-Smalt asked that the reports be placed on the shared drive prior to future meetings for review. Trustee Rowe-Smalt asked about how often drinking water tests are completed with cost; Mayor Tyner daily tests are completed internally by staff daily with State monthly and quarterly tests completed which costs money. Trustee Rodbourn motioned to approve the reports; Trustee Hubbard seconded. All in favor, none abstained. 4-0-0

GENERAL/PUBLIC COMMENTS: No comments.

DEPARTMENT HEADS/OTHER MUNICIPALITIES:

Fire District: The specs for the air compressor were received and it is well within procurement. Cost of a new compressor would be approximately \$1,500; if can get the cost of this compressor down to \$1,000 it would be good deal. No other discussion. Trustee Rodbourn will check if a \$1,000 offer would be accepted by the Fire District.

Street:

1) Parks:

- a. Memorial Park: Video cameras have been installed, however the DVR unit requires WIFI to load, so if the DVR is brought back to the Street Garage it can viewed. There is a possibility to use a Hot Spot on site for viewing and is still be explored. Electric locks are in, but require a Z-bar attachment; these will be ordered. Discussion also on the wiring running through the wall to the locks was discussed. Installation on both bathrooms door to be completed by spring. Insect problem is being rectified.
- b. Hees Park: Hees New concession entry door is in decent shape, so the bottom can just be reinforced and put a sweep on as only the threshold is broken, so no new door is needed. Park entry sign poles are warped; discussion on looking into having the same style signs for a uniform appearance, Memorial, Hees, and Gazebo. There is currently a sign for Memorial Park at the shop that was never installed. The roll-up window on hold until other prices are reviewed. Display case was ordered and received to be installed by spring. Video system is installed with the same issue as Memorial Park.
- c. Gazebo: Everything done around perimeter with stones, discussion on the appearance of the stones. Trustee Rowe Smalt inquired about the bushes, which were removed during the perimeter installation. Lights will be addressed next and the pop up covers are not latching.

**Village of Avoca
Board Meeting Minutes
October 9, 2025**

Street department will look at and if needed we can contact someone in to fix electric boxes prior to winter.

d. Village Leash Rule: Signs here and installed.

- 2) Street Grinding/Paving: Grinding is done and paving will be started around 10/23/2025.
- 3) Sidewalks: Some were poured today and 1-2 more pours before winter to be completed.
- 4) Sidewalk Grinding: This will be done during the leaf pick-up period and may begin next week with the paving being delayed.
- 5) Community Service Worker: Worker is done and completed his hours.
- 6) Ditch Area Leading to Hees Park: No update.
- 7) Water Meters Left to Convert: There are only 1-2 remaining from the list.
- 8) Carrington Street Drainage: This will be addressed soon, prior to winter. There is still standing water, despite dry summer. Trustee Rodbourn inquired is there may be a leak underground due to the water being constant. The meter would show a leak, which it does not, and the system would show a water main leak.
- 9) Leaf Box Purchase: Purchased and awaiting delivery.
- 10) Equipment: All other pending equipment has been purchased at this time.
- 11) Garbage Can Lids: Received and installed, will get old Lyons Club lid together as previously discussed.
- 12) Alexander Street Sidewalks: Ripped up all bad blocks at the top of the street. Discussion on no action on taking stones out of ditches for the property owners at this time. Bushes were trimmed on the end of North Maple and corner Alexander Street.
- 13) Water Meter Reader: New one has been received and is ready for the next reading and will compensate for the next meter reading from the average the last billing cycle.
- 14) Empire Telephone: NYSEG put in power box, or possibly a contractor, but it is not hooked up to power yet. The Mayor will email sent to Empire for timeline.

Planning Board:

- 1) Solar Application: Approved.
- 2) Zoning Law: In review process.

Zoning Officer: The Attorney advised the zoning officer has the authority to issue citations; Trustee Rodbourn stated the current zoning officer does not want to issue citations. The Attorney will touch base again with the zoning officer. It was clarified that the zoning officer meant the new citations, not the current zoning law. The Mayor clarified he spoke with the zoning officer as well after and she wanted to see what the details of the new position entail before any decision is made.

Town:

- 1) Trustee Rodbourn advised he spoke with the Town and the Windmill Binders in the Board room must be readily available to the public to view.
- 2) Trustee Rodbourn also advised he was advised the contractor still has not come to give quote on the Office Building due to health issues; if not done soon the Town will see about getting the Town money back. It was clarified the Village has not given any money toward this project yet.
- 3) Trustee Rodbourn advised the desks are still scheduled to be switched out for the Town Clerk. The Mayor stated that is no longer a concern to him, the Town can move or leave as they see fit.
- 4) The Mayor advised there is an email chain going on the fraudulent escrow check sent to the Village for the Town.

RESOLUTIONS/BANS/LEGAL/BUDGET:

Grant Writer/Researcher Advertisement: The Mayor advised the advertisement was sent to be placed in newspaper next week. It was advised the Hammondsport Fire Department is looking to hire a grant writer from Almond, NY, who also may be interested in our advertisement.

**Village of Avoca
Board Meeting Minutes
October 9, 2025**

Enforcement Officer: The Attorney advised he is working on a draft for the Zoning Officer can do zoning citations, it can be done through the zoning document or a local law. Again, the current zoning officer may be interested depending on wording and duties, but she wants to see the draft. The Mayor advised he spoke with the current Code Officer who is willing to do it, but is not an employee of the Village. If the code officer is listed, a shared service agreement may have to be put into place. Discussion followed. Tabled until follow-up with current Zoning Officer.

Update on Williamson/Closing: Looking at next week to put in final entries with former Clerk Haar to finish out 2024.

Zoning Document Additions: The Mayor advised he did not get a chance to speak with the Attorney on the trailer and fencing draft, item tabled to next month.

AIM Funding: Received for \$10,221 and deposited.

VOA Resolution 2025-07 – Ban on Natural Gas: Nick Langworthy request proposal of banning natural gas energy choice act. Opened for discussion; no comments.

Trustee Rodbourn motioned to approve the resolution; Trustee Rowe-Smalt seconded. All in favor; none opposed. 4-0-0

REVIEW/APPROVE EXPENDITURES: All invoices were reviewed by Trustees and Mayor. Trustee Hubbard motioned to approve all expenditures; Trustee Rodbourn seconded. All in favor, none abstained. 4-0-0

WATER ENGINEERING STUDY – HUNT:

Application: This has been completed and submitted for review and approval.

Administration Plan: Now the application is done, a date will be set soon.

Letters of Support: Additional letters may still be collected and submitted until application is closed, 6 have been submitted to date and this is for the Engineering Study only at this time.

SOLAR FARM ON SOUTH MAIN ST:

Host Community/Road Use Agreement: The Mayor advised he talked with Mollie Messenger from Solar and they are not interested in projects, but are willing to give money. The Mayor advised of two payment options, but lump sum payments are less than what they will give over a period of time. Money allocated will to be split with the Town of Avoca; looking at how to split Village vs. Town. In talking with Solar Attorney Seth Pullen, the if we spread payments over a period of time, we could do an SIB over 5 years with payments to be made. The Mayor advised on putting specs together for to get a price on new sidewalk construction for Mills Street to Crosby, to include the breakdown of what is needed. He spoke with a local contractor and can also contact Streeter's, who did the sidewalks in Bath, and once the specs are completed we would have an idea of the project cost. Discussion followed on priority of projects, and the Mayor advised that the new sidewalk along main street is the priority. The Mayor felt if we get a cost estimate for the specs, we can ask Delaware Solar for the funds and spread the project payment over 5 years. We would have to put out the bids in the spring, but we would have a price idea. Trustee Rowe-Smalt inquired about the other sidewalks in the Village that need repair and if we should ask for other funds and the cost of maintaining the sidewalks. Discussion followed on sidewalk priority and possible leaving the current sidewalk there and only bidding out the new sidewalk down below. There are spots around the Village that need attention and Half the sidewalk if there. The Mayor advised he would like to quote the entire sidewalk for the project to get a cost estimate. The new sidewalk would have to be hired out. Trustee Hubbard advised if we have even local funds in sidewalk reserves, we would could possibly bid out other sidewalk sections. The Mayor also advised if we just extend the current sidewalk, we could also apply the funds to other projects, such as ½ the playground at Hees Park. It was discussed that a cost about and estimate is needed for the sidewalk, so the Mayor stated that once the specs are put together, he wants to get a cost estimate for the sidewalk project. The Mayor clarified the Street

Village of Avoca
Board Meeting Minutes
October 9, 2025

Department is doing the specs, not a cost estimate, and the specs are for a 5-foot sidewalk to include replacing the old sidewalk, putting in the new sidewalk, aprons, driveways, etc. are to be included in the specs.

The Mayor also advised that the Road Use Agreement and the Decommissioning Agreement for the bond to be put in place. The Attorney advised that Canisteo did the same thing and 125% plus escalation is being held for any future decommissioning of the site.

GRANTS:

Culvert: Payment of Invoice #11 made. Army Corp of Engineers updated outlined is placed on the shared drive. The bid process is pending and should be ready for November as well as our current request for additional funds. We are still waiting for word on our current request. Trustee Rodbourn inquired on the amount being requested and the Mayor advised that amount request came from out contact with NYS DOT to cover future unknown costs. As far as known right now, CPL is planning construction for summer of 2026. Letters of support received as requested in support of the Village's request for additional funds.

Windmill: Construction is still planned for 2026 and this is when funds are released.

Main Street Sidewalks: Speaking with Congressman Tenney's Office as previously advised. .

Playground Grant: The Mayor submitted the Grant as the deadline was approaching 100% match (50/50 share); this does not include mulch, installation, etc. Trustee Rodbourn advised he spoke with the Town Supervisor and he will present this to the Town Board for 50% match.

Retention Grant: HUNT is sending application to Mayor for review; to include a company will come and digitize archived records, which will include cemetery records and data. This will cover 100% of cost.

FEMA Grant: Generator application still in place from the previous grant; will resubmit. Current application will include Village Hall, Garage and Fire Station. This will cover 100% of cost. The Fire District just put in a Gentech generator for the Fire Hall only.

BOARD DISCUSSION:

Mayor Tyner: Gateway Church asking for their water bill to be modified; estimate of last billing cycle caused higher than expected water charge. Discussion followed. Trustee Rodbourn motioned to approve the adjustment; seconded by Trustee Hubbard. All in favor; none abstained. 4-0-0

Solar escrow check for \$9,867.11 made out to Village of Avoca, which should have been made out to the Town of Avoca. Bank of America contacted the Village Clerk to see if this check was expected, which it was not, so they released the funds. This check ended up with a stranger who tried to deposit it to their account. The Village never requested these funds. The Mayor outlined the details of the email chain. The solar company found the check to be fraudulent and will reissue their check to the Town.

NYSEG is having a public statement hearing in regards to 35% increase in rates. Discussion followed. The Attorney advised that Steuben County passed a resolution that was not in favor of the increase. Discussion on the process for the Village to do a Resolution and the timeline and a Special Meeting being needed. The Mayor will draft a letter and place on the shared drive for all Trustees to review and then stop and sign at the office. The letter can then be put on the website to send to NYSEG encouraging attendance at the public hearings.

Trustee Hubbard: He stated he will call Cory from Crosby's again in regards to the parking and delivery area previously discussed.

Trustee Gay: To be discussed in executive session.

Trustee Rowe Smalt: The extension cord on Steuben Street is still running across the street; the Mayor will advise the Code officer to talk with the person again.

There is a four-wheeler riding on the dikes; contact NYSDEC for complaints on the dike. The Mayor did speak with the Maintenance Supervisor on the complaint and he checked Hees Park and there was no damage to field.

Village of Avoca
Board Meeting Minutes
October 9, 2025

Engie bought out by New Wave Energy out of Buffalo and rates have risen significantly. Water meter at Hees is on-demand; will try to take that out and put in a new meter (not on-demand), but she needs the tax ID number to speak with them on this issue. Discussion followed. She also inquired about the ESCO list and the Mayor advise he has a list that can be put on the shared drive if she does not get from NYSEG. Trustee Rodbourn advised of other fields, such as Penn Yan, and Bath, and how do those lights get billed as those lights are a lot more than the Village uses.

The Mayor advised due to the NYSEG rate increases the street light budget will be over this year.

Trustee Rodbourn: He advised the first County Tournament is this Saturday at 7:00 PM under the new lights at the soccer field.

He advised he heard back from the Fire District and they accepted \$1,000 as payment for their air compressor. Trustee Rodbourn motioned to approve; seconded by Trustee Hubbard. All in favor; none abstained. 4-0-0.

He received three quotes for pressure-treated wood picnic tables to replace at Hees and Memorial Parks. Big Flats Amish workshop, Amish workshop in Wayland and Uline. Prices and tale type discussed, as well as bulk purchase, staining, assembly and shipping. Discussion followed. The Street Department to determine how many can be saved and repaired and how many new tables will be needed for the November meeting.

Plaques for the picnic tables could be at Memorial Park will be placed on one board vs. putting them on the table. A notice can be placed in the next newsletter to possibly seek donations for benches and tables; Plaques at Memorial Park are faded; they were stamped vs. engraved. They were able to be cleaned, however are still faded. The Mayor advised he will get price quote on a donation plaque with at least 25 spots like the one previous posted to be placed at each park.

Clerk Saltsman: Training with Williamson has started; she is doing reconciliation and entries, to date she has utilized 2.5 hours of 5 approved at last meeting; so she is seeking additional training hours. Trustee Hubbard motioned to approve an additional 4 hours; Trustee Rowe-Smalt seconded. All in favor; none abstained. 4-0-0 She looked into accepting credit/debit/e-checks for water payments; the Williamson cost of \$925 initial set-up with \$695/year for accepting cards. This is for water payments only, this does not include taxes. Discussion followed and the clerk will continue to seek other options and ask other Villages on what they utilize.

PUBLIC COMMENTS:

Dave Hubbard: Did Town of Avoca follow their own zoning laws for solar farm in moving 550 ft from houses? If not, can the Village get more money? The reasoning behind moving the panels back from the original scale was due to the size of the solar panels themselves. If solicitors knock on doors, is it illegal to take photos of the people? There is no current enforcement in the Village to speak to solicitors; they should be directed to come to the Village Hall for a Peddler's Permit or call 911 directly. Mud puddle by Crosby's may be in the right-of-way; can it be dug out and stones be placed in it? Crosby's has applied for a permit to pave the area.

MISCELLANEOUS:

None.

ADJOURN TO EXECUTIVE SESSION:

Trustee Hubbard motioned to adjourn the open meeting at 8:55 PM to enter into Executive Session to discuss details, employment and appointment of a Village Employee; seconded by Trustee Rodbourn. All in favor, none abstained. 4-0-0

MOTIONS FROM EXECUTIVE SESSION:

9:09 PM Motion to adjourn Executive Session and return to Open Session

Motion by Trustee Rowe Smalt, Second by Trustee Hubbard All in Favor – 4-0-0

**Village of Avoca
Board Meeting Minutes
October 9, 2025**

Motion to fill the Trustee position for the Village of Avoca being vacated by Trustee Lannie Gay on October 20, 2025 with Planning Board / ZBA Chairman Rebekah Abbott effective November 1, 2025 with a Special Election to fill the remaining term in the Spring of 2026.

Motion by Trustee Rodbourn, Second by Trustee Hubbard All in Favor – 4-0-0

Motion to fill the Planning Board/ ZBA Chairman position to be vacated by Rebekah About on November 1, 2025 with Interim Chairman Marc Hopkins until the spring of 2026 when the position may be turned over to Pete Hannan after further training and discussion during the 2026 Reorganizational Meeting.

Motion by Trustee Hubbard, Second by Trustee Rowe Smalt All in Favor – 4-0-0

No further business to discuss.

Motion to Adjourn the October Board of Trustees Monthly Meeting at 9:07 PM

Motion by Trustee Rodbourn, Second by Trustee Hubbard All in Favor – 4-0-0

Respectfully submitted,

Valerie Saltsman
Village Clerk/Treasurer