

VILLAGE OF AVOCA
MONTHLY MEETING MINUTES
May 11, 2023
SUBMITTED: MAYOR ERIC R, TYNER

1. 7:00 PM – Call to Order

Announcement made on the record that this meeting was being audio recorded due to the absent of the Village Clerk for preservation of the business conducted. This is a temporary measure in place for this meeting only.

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

2. 7:01 PM - Pledge Allegiance to the Flag

3. Review – Approve: Minutes from the April 13, 2023 Regular Meeting

Motion to Approve: Rowe-Smalt, Hubbard 4-0 Approved

4. Review – Approve: Minutes from the May 4, 2023 Emergency Meeting

Motion to Approve: Hubbard, Rowe-Smalt 4-0 Approved

5. Review – Approve: Monthly Departmental Reports

Motion to Approve: Hubbard, Gay 4-0 Approved

6. Visitors: General Comments

No comments from any visitor present.

7. Setting of Date and Time for 2023 Reorganizational Meeting

2023 – 2024 Reorganizational Meeting for the Village of Avoca was set for June 8, 2023 at 6:30 PM with the Regular Monthly Board Meeting commencing immediately thereafter.

8. Call to Village Attorney / Public Hearing on Local Law 2023-1

7:15 PM Motion to Adjourn to the Public Hearing:
Rowe-Smalt, Hubbard 4-0 Approved

No Public Comments

7:17 PM Motion to Close the Public Hearing to Return to Regular Session:
Rowe-Smalt, Hubbard 4-0 Approved

Discussion on Policy #26 – Rules for the ZBA and Village of Avoca Local Law 2023-1 on Combining ZBA and Planning Board Local Law

Motion to Adopt Local Law 2023-1 on Combining the ZBA And Planning Board
Hubbard, Gay 4-0 Approved

9. Renewal of the BAN on Main Street Paving Project – Rate of Interest at 5.7%

Motion to Renew the Main Street Paving Project BAN with Five Star Bank in the amount of \$176,000 at 5.7% effective May 27, 2023.

Hubbard, Gay 4-0 Approved

10. Discussion on Memorial Day Parade – Street Closings

Presentation by Trustee Rowe-Smalt on the Event

Motion to Close the Village Streets and Allow the Memorial Day Event use of the Main Street Park on May 29, 2023. Streets intersections as needed will be closed beginning at 9:30 AM until the conclusion of the day's events.

Hubbard, Gay 4-0 Approved

11. Department Heads:

a. Street & Water Departments – Tony Comstock

- 1. Culvert Project**
- 2. Summer Help**
- 3. Easement for South Main Street**
- 4. Water in Memorial Park Pavilion**
- 5. Old Shed Painting**
- 6. Sidewalks Projects for 2023**
- 7. Lift Bucket**
- 8. Gazebo Benches**
- 9. Memorial Day Preparation / Cemeteries**

b. Fire and Ambulance Departments – Chris MacDougal

- 1. Handicap Ramp Railing / Roof Update**
- 2. New Doors / Windows**
- 3. Update on Separation to Fire District**
 - a. Tentative Agreement Discussion**
 - b. Lease Agreement – Discussion on Real Property**
- 4. Terms outlining the Transfer of Property**

- 5. E-5 Paint Issue**
- 6. Spaghetti Dinner to be Held June 11 – Flyer**
- 7. Budget Line Item Transfers**

12. Review and Approval of Expenditures from the General, Water and Grant Funds

Motion to approved the Monthly Expenditures:

Gay, Hubbard 3-0 Approved by Tyner, Gay and Hubbard
Rowe-Smalt Abstaining

13. Discussion on Raising the Old Water Meter Penalty Per Quarter for Meter not changed over – Send Final Notice and Effective Date

List of Meters Pending to be Provided and Issue to be Discussed Further before Next Water Billing Cycle

14. Planning Board

- a. New Board Members - Training**
- b. Liaison Assignments at Reorganizational Meeting**

Rowe-Smalt agreed to try being Planning Board Liaison for Next Year.

15. Grants Update

- 1. Community Revitalization Grant – Parks – Federal Funding Update**
 - a. Discussion on Listed Items – See List**
- 2. Bridge and Culvert NY Grant – Application Submitted**
- 3. Federal Infrastructure Grant – Review of Items**
- 4. APRA (SLFRF) Grant Project - Expenses Submitted**

16. Board Discussions / Agendas / Reports on Assignments

- a. Mayor Tyner – Nothing Further**
- b. Trustee Hubbard – Change of Insurance Agent Discussion from GVA to Maple City Savings with Aaron Benton – Presentation at June Meeting for the Broker on Record to be Arranged by Trustee Hubbard.**
- c. Trustee Gay – Nothing Further**
- d. Trustee Smalt – Question on the Fee Charge for Use of the Park Pavilion by Village Residents as Non-Village Residents. Further Discussion to Follow at June Monthly Meeting**
- e. Trustee Rodbourn – Not Present**

17. Visitors: Comments April Meeting Topics

No Visitor Comments

18. Executive Session on the Specific Employment Details of Village Employees

Motion to Adjourn to Executive Session at 8:16 PM:

Rowe-Smalt, Gay: 4-0 Approved

Village Maintenance Supervisor Comstock was asked to stay for the first portion of Executive Session

1. Salary / Duties for Maintenance Supervisor

2. Teamster Negotiations

3. Village Clerk Position

Motion to Adjourn from Executive Session at 9:20 PM:

Rowe-Smalt, Hubbard: 4-0 Approved

19. Return to Regular Session

Motion 1:

Pay Williamson Law Company for May 1, 2023 through April 30, 2024 for Payroll Program for \$911.00 annually.

Trustee Hubbard brought up looking into Payroll Company to handle Village Payroll in the Future.

Hubbard, Gay: 4-0 Approved

Motion 2:

Reappointment of Anthony Comstock at Village Maintenance Supervisor for 2023-2024

a. 2% salary increase on his current \$57,000 salary and applied proportional to the line items for Street and Water Budgets.

b. Insurance Contribution to Remain at 10%

c. Clothing Allowance Increase to \$300 Annually

Hubbard, Rowe-Smalt: 4-0 Approved

Motion 3:

Approval of the (14) outlined provisions of the Tentative Agreement between the Village of Avoca and Teamster (dependent upon the review of the negotiation committee) to ensure all provisions are applied as negotiated. Authority to execute the Tentative Agreement given to the Mayor upon final review.

Hubbard, Rowe-Smalt: 4-0 Approved

Motion 4:

Village Board of Trustees accepts the verbal intent and text message resignation of the current Village Clerk, Leann Wightman, effective close of business on May 26, 2023, from her current position. The Mayor will accept the Formal Resignation Letter before May 26, 2023.

Rowe-Smalt, Hubbard: 4-0 Approved

20. Regular Meeting Closing / Adjournment – 9:25 PM

Hubbard, Rowe-Smalt: 4-0 Approved

Further details of the meeting can be reviewed in the (2) audio recordings of the meeting on May 11, 2023.