

VILLAGE OF AVOCA
MINUTES FOR THE REGULAR BOARD OF TRUSTEES MEETING
NOVEMBER 9, 2023

At 7:00 PM the Regular Monthly Meeting was called to order and the Pledge of Allegiance was recited.

Board Members Present: Mayor Tyner, Trustees Gay, Rowe Smalt, Rodbourn, Hubbard
Village Clerk / Treasurer Haar

Visitors: Dana Wightman, Rick Curry and Kevin Kowalcyk

Department Heads: Anthony Comstock
Chris McDougal was Not Present.

Attorney: Elizabeth Oljkevich joined by phone around Item #8

- 1. Review – Approve: Minutes from the September 13, 2023 Fire District Meeting**
The motion was made to approve the minutes.

1st Trustee Hubbard 2nd Trustee Rowe-Smalt All in Favor 5-0

- 2. Review – Approve: Updated Minutes from the September 26, 2023 Joint Fire District Meeting**

The motion was made to approve the revised minutes.

1st Trustee Rowe-Smalt 2nd Trustee Gay All in Favor 4-0
Trustee Rodbourn abstained as he was not present.

- 3. Review – Approve: Minutes from the October 12, 2023 Regular Meeting**
Trustee Rodbourn raised a question about the Duties for the Village Clerk being given to the Board as he did not recall seeing this. The Mayor advised that he had been in discussions with the Village Clerk about this and the outline was not on the shared drive as it was a draft, but it was passed around when discussed at the last meeting. The minutes can be modified to clarify this issue

The motion was made to approve the minutes with this one item clarified.

1st Trustee Hubbard 2nd Trustee Rodbourn All in Favor 5-0

- 4. Review – Approve: Minutes from the October 30, 2023 Special Meeting**

Trustee Rowe-Smalt advised that in the minutes that the reference to the “Summer Youth Program” needs to be changed to the “Summer Recreation Program”

No further comments were made and motion to accept with this wording change.

1st Trustee Rowe Smalt 2nd Trustee Hubbard All in Favor 5-0

5. Monthly Departmental Reports – Motion to Approve

Trustee Rodbourn had questions about the employee benefit payments. Clerk Haar explained that some were paid immediately after the last meeting and then the new payments were in the abstract to approve. Trustee Rodbourn also wanted to know if we were charged a late fee for the First Out invoice. It was explained that the order was placed in May, last fiscal year, and the company did not send an invoice until October. It was an oversight on their part, so no late fee was applied.

No further comments were made and motion to accept was made.

1st Trustee Hubbard 2nd Trustee Gay All in Favor 5-0

6. Visitors: General Comments

Town Supervisor Wightman said that the Town Board was not able to accept the minutes of the joint meeting due to it was the fact that that Councilperson Hopkins was present at the meeting, not Councilperson Miller. Also, he would like clarification about his comment about Clerk Haar possibly getting hurt because the upper counter shelf was moved was made by him, but he thinks the comment from the Village Board agreeing to this liability to this should be in the minutes. The Mayor stated that this correction to the member present and the Villages response can easily be made and the revised minutes will be edited and forwarded to the Town Supervisor for approval. Town Supervisor Wightman also said that the town bookkeeper Leann Wightman will again be working from the municipal building and she will be using his desk to do her work.

Town Supervisor Wightman also inquired to the board about the games and items from the summer recreation program that have been stored in his office being donated to a local nursery school or other organizations for use. Discussion followed and Trustee Rowe-Smalt stated she would like to look at the items for potential use for the summer youth program before they are donated. The Mayor will get back to the Town after further discussion. The Mayor also inquired to Town Supervisor Wightman about setting a meeting to discuss the various items pending with the possibly Windmill funds for the Municipal Building and the other items pending between the two municipalities. Supervisor Wightman responded that he is still in the process of looking into tombstone work in the cemeteries and getting back with the Windmill point of contact.

No further public comments were made at this time.

7. Department Head Reports

a. Street & Water Departments – Tony Comstock

1. Sidewalks – Remaining Sections / Plan for Outline on Carrington Street

Supervisor Comstock reported that Carrington Street can be extended on the sides in both directions and the pavement will be marked for walking. Trustee Rowe Smalt asked if there could be signage. Trustee Rodbourn thought signage would be expensive.

2. **South Main Street Drainage Easement** – Supervisor Comstock advised that the catch basin, pipe and grate have been installed and the gravel is settling after the installation, which was expected. The drain appears to be working properly. The pavement or concrete will be placed accordingly. Mayor Tyner reported that the Steuben County Clerk did not accept the current Easement, because it did not specify Steuben County, so Attorney Russell will be redoing it.

3. **Memorial Park** – Supervisor Comstock said that the water has been turned off and winterized. The Mayor advised it was noticed that the handicap railing and signage had not been done as specified, but he will contact the contractor for this to be corrected. Trustee Rowe Smalt asked if flat outlet safety covers can be installed in each bathroom. Discussion followed and a motion was made to have safety covers installed.

1st Trustee Rodbourn 2nd Trustee Gay All in Favor 5-0

The Mayor advised Supervisor Comstock to get the flat safety covers to be installed in each bathroom before use in the spring.

4. **Cemetery – Rest Stones / Cost of Repairs for Dispute Settlement-** The Mayor advised he has been in discussions with the Center for Dispute Settlement and the cost of repairs was sent to for the contract to be drawn up for the two youths involved in the damage to pay restitution. Once the contracts are signed the youth's parents will have until December 29th to pay the restitution to the Village.

5. **Cemetery – Outline for Cost / Hours / Equipment for Mowing** – The Mayor advised the cost outline has been received from Supervisor Comstock and Clerk Harr will be providing the current employee salaries with benefits to complete the final calculations. The Mayor advised a calculation sheet will be on the Shared Drive for discussion at next month's meeting.

6. **Forklift Cage – Discussion** – The Mayor advised the safety cage to the street department employees to attach to the town forklift was on the shared drive for review. This items does not really need Board approval, but since it was a discussion in the Teamster Contract negotiations the Board should be aware. Supervisor Comstock will order for use by the street department employees.

7. **Railing at Fire Department** – No further discussion was needed as the railing is installed with no issues and this item has been completed.

8. **Outline for new Ford F550 Vehicle** – Supervisor Comstock had previously provided the specification sheet for budget consideration for a new Street department truck purchase. Mayor Tyner also advised he had discussed a new

Grant coming out which could involve applying for an EV truck and a grant for street department for possible items such as a mini excavator for digging water lines and graves. Trustee Rodbourn asked if there is any indication the state will be mandating the street department to go to all EV. Discussion followed and the Mayor advised not that he had seen, but it is possible as with the mandates on vehicle manufactures. Trustee Rodbourn also asked Mayor Tyner to put his pending item monthly list on the shared drive for all Trustees to review.

b. Fire and Ambulance Departments – Chris McDougal was Not Present

1. Fire District Separation – Meeting with Board of Commissioners

Kevin Kowalcyk asked if we had many people ask about the fire department money being moved to the district. Trustee Rowe Smalt said she had a few people ask and the Mayor advised this issue will be addressed with the Comptroller doing the audit of the municipal function transfer of the current Fire Department.

Mayor Tyner brought up the two invoices that were received for training, one at a date unknown (possibly in November) and one in February of 2024. Trustee Hubbard called ambulance personnel for more information and left a message. The Mayor advised that the Village should pay for any triaging of bill that will occur before December 31, 2023, but trainings or bills after January 1, 2024 should be directed to the Fire District Commissioners. It was determined that we need more information about the training before paying the invoices and Mr. Kowalcyk agreed that triaging after January 1, 2024 should be directed to the Fire District Commissioners.

Trustee Rowe Smalt also complimented the fire auxiliary on a fantastic job with chili sale in October.

a. MOA on Plowing, Internet, Gas Pumps, etc.

The Mayor inquired to Mr. Kowalcyk and the Board about any issues with the draft of the MOA on the snow removal, gas pump usage, internet and the other items in the MOA. No issues were presented, so the Mayor advised this will be moved to the December agenda for approval along with the other pending items. Mr. Kowalcyk advised the Fire Commissioners will also vote on this at their next meeting.

b. Discussion on Final Payments to be made for December

The Mayor inquired to the Board about any questions on the final reserve fund payments to be made at the December meeting. The reserved funds will be depleted, but the Fire Department line items for operational costs will be left in place as these are the funds discussed about Village double-taxation as the Fire District is in place January 1, 2024.

The Mayor advised the air packs, ladders, window installation and turn-out gear have already been paid out. The final items to approve the final payment of in December will be:

\$24,622.62 (including interest) to pay off the Ambulance

\$6,780.24 to pay off the Stretcher on 12/18/23

\$6,676.85 to be paid on the chassis for New Pumper / Tanker.

This will delete all Fire Department Reserve Funds outlined in the budget as of December 18, 2023.

c. Independent Audit of Village Accounts and Recorded

Mayor Tyner advised the Board that he had reached out to Office of State Comptroller last week to find out what needs to happen for the village to transfer the funds and assets to the new fire district. The Mayor explained the entire process as outlined to include the transfer of the municipal function to the Fire District, the suggested independent Municipal CPA audit of the village accounts, along with the final Williamson Law setting up certain revenue line items in the program to coincide with the expense line items. The Mayor advised that a Comptroller Audit is required with the expenditure of certain Federal / State Grants, but it is recommended to be done at set intervals or especially when a new Treasurer / CFO for a municipality is appointed. Discussion followed. The Mayor advised RFP would have to be done and be sent out. The Mayor advised it is unknown when the last audit was completed and Trustee Rodbourn stated he was advised the last audit was in 2002. The Mayor that this is a professional service exempt from the bid process, but the RFP would need to be sent. The Mayor asked for a motion to draft the RFP for review on a Municipal CPA to be hired for a full audit of the Village accounts to coincide with the Comptroller's Office process and then Williamson Law.

Motion to draft RFP for Municipal CPA Audit

1st Trustee Hubbard 2nd Trustee Rodbourn All in Favor 5-0

(Attorney Olkevich joined the meeting via cellphone at some point in the discussion)

8. Policy #32 – Records Retention / Recording Monthly Meeting Policy

The Mayor inquired if there were any questions of concerns on the draft of Policy #32 for approval. Trustee Rowe Smalt stated she would like the wording on page 2C to be changed to “The Mayor appoints upon the approval of the Trustees.” The Mayor advised that this language is taken out of the NYS Village Law and that is addressed in paragraphs below, but any changes can be made to the policy. Discussion followed and the Mayor will make the change requested. The approval of this policy, along with Resolution 2023-04, is therefore tabled until the December meeting.

9. Review of Village / Town Joint Meeting on September 13, 2023

The Mayor advised he has made several attempts to set up a meeting with the Town Supervisor and no meeting has been set at this time. The below items are pending:

- a. Internet Service** There was discussion about the internet service being slow at the office. It was decided to check the computer to see if it may be something with the computer before upgrading the service. Mayor Tyner will make contact with Matt Foster on these issue to review the problem if it may be a hardware issue. Trustee Hubbard will also add both Clerk Haar and Trustee Rowe Smalt to the Facebook page as administrators.
- b. Contractor Quotes for Building Repairs** –No further update at this time.
- c. Copier – Discussion on Lease Potential** – No further updates at this time, but Clerk Haar had been advised that the Town of Avoca just purchased a new copier.

It was also to discuss that the email service is slow and problematic. Other Trustees have had similar issues with Spectrum email. Discussion followed about establishing an email domain for the Village. The Mayor will also speak with Matt Foster on this topic.

10. Cost of Private Mowing of Cemeteries / Ownership of Cemeteries / Association –

This items was covered above and as stated the Mayor has the cost outline from Supervisor Comstock and Clerk Harr will be providing the current employee salaries with benefits to complete the final calculations. The Mayor advised a calculation sheet will be on the Shared Drive for discussion at next month’s meeting.

Trustee Rowe Smalt stated she would also like all information to include all digging of graves, foundations, burial fees to show cost and factor everything involved into the cost. More information will be gathered and brought to next month’s meeting.

11. Update and Discussion on Youth Commission / Summer Activities

Mayor Tyner that he is in the process of drafting a new policy to address the Youth Program. Trustee Rowe Smalt stated she wants to be involved in the development of the policy and the Mayor should allow her to put it together, with help from the rest of the Board. The Mayor advised he placed the sample policies secured from NYCOM on the shared drive and he will forward to the draft to date to Trustee Rowe Smalt for completion. Trustee Rowe-Smalt state she thinks that she has found someone to help monitor the summer youth programs, more information to follow. Mayor Tyner showed a sample of the shelves he thinks will work for storage to the board. The Board was in agreement these are the type of shelves to explore, but further discussion will be needed about the use of and which organization will be paying for the shelving. Item to be further discussed and shelving in place for spring activities.

The infield issue for the Hees park little league fields was then discussed and Supervisor Comstock said he was able to speak with a Charles from Batavia Turf. He advised that field would have to be scrapped down and have a clean edge, 3”of sand for drainage

because the infield material does NOT absorb moisture. Trustee Rowe Smalt asked if there was a time frame for this to be completed because she would like to see a new infield in place and completed by Opening Day Spring 2024. The Mayor asked Sup Comstock for a ball park price on the project, which will be researched and provided. Trustee Rowe Smalt was quoted as saying “ the program has to spend the money” as she felt the program should be sharing in the cost of maintaining the field.

12. Update on Meeting with Community Bank on Rates / Accounts

Mayor Tyner said Community Bank just went through a big downsizing and he has no received a reply from the contact person. The Mayor had spoken with a local contact at the bank and hopefully a meeting will be set for the near future.

13. 2023 Christmas in the Park

The Mayor turned the discussion over to Trustee Rowe-Smalt who provided the Board with an outline of the event on December 2, 2023 with the parade at 2:00 PM and the tree lighting at 5:00 PM. Trustee Rowe Smalt outlined the events and the items needed from the Village to include:

a. Christmas in the Park Street Closures – 1:30 PM to 5:30 PM

1. Grant and South Maple
2. Grant and Main Street
3. River Street at Museum Entrance
4. Main Street and Griswald Street
5. North Maple and Griswald Street
6. Chase Street and Maple
7. South Maple at Street Department (after parade)

A motion was made to close the village streets listed above from 1:30-5:30 on December 2, 2023 for Christmas in the Park.

1st Trustee Hubbard 2nd Trustee Rodbourn All in Favor 5-0

Trustee Rowe Smalt also asked that all Trustees attend, if able, as the Mayor and other Trustees will assist with certain duties the day of the event.

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

The Mayor asked if there were any questions on the monthly bills. A motion was made to accept the expenditures as outlined for the month of November.

1st Trustee Rodbourn 2nd Trustee Gay All in Favor 5-0

15. Resolution for the County to Collect the Unpaid Village Taxes

The Mayor advised the a motion was needed to approve Steuben County to collect the unpaid taxes, a list with property tax numbers was provided for review. A motion was made to accept the Resolution for Unpaid Taxes to be sent to Steuben County for collection.

1st Trustee Rodbourn 2nd Trustee Hubbard All in Favor 5-0

16. **BAN Renewal for Backhoe - \$48,000**

The Mayor explained that this BAN will be with Five Star Bank and will be the second of four payments for the new backhoe. The amount will be \$12,000 payment at a rate of 5.3%. A motion was made to pay the BAN payment for the backhoe.

1st Trustee Hubbard 2nd Trustee Gay All in favor 5-0

17. **Update on new gazebo for Gazebo Park**

The Mayor recapped the Special Meeting on October 30 on the Gazebo foundation site plan and approval of contractor Devon Manchocci. The Mayor advised the site work will start the digging next week and pouring of the concrete will be in the middle of the week in conjunction with street department, which will sidewalks and water line to the gazebo. The Mayor advised the donations of \$5,000 for the AgFest Committee and \$2,500 from the Beautification Committee have been accepted, but the \$17,000 for the Summer Recreation Program will have to be moved to this park project, which will require a motion to approve. A motion was made to move the money not used from the Summer Recreation Program to the Park Renovation account for the new Gazebo.

1st Trustee Rowe Smalt 2nd Trustee Rodbourn All in Favor 5-0

Further updates on this project to include:

- a. **Construction** - The Amish Workshop, as approved, will construct the gazebo on site.
- b. **Electric being moved** – The Mayor advised NYSEG has been contacted about the electric disconnect and cost of moving the unground services making the cost much higher. The Mayor advised an option would be to keep the meter location the same, move the entire foundation and Gazebo back 4 or 5 feet, and have the new service and breaker box installed at the same location. Further discussion of the cost to change the meter and move the electric underground, it was determined the gazebo will be moved back 4 or 5 feet to make the electric meter come right to the back side of the base of the Gazebo. The Mayor advised the electric meter will still have to be lowers and rotated 90 degree, a new breaker box installed, but the same time box could be used and the cost is dramatically less.
- c. The skirting to be installed around the base for the gazebo was discussed. There were suggestions of field stone, panels or lattice. A motion was made to install lattice that has a frame on it and is composite material that will not rot.

1st Trustee Rowe Smalt 2nd Trustee Hubbard 3-2 – Motion Passed
Trustee Gay and Mayor Tyner in favor of Panel Skirting

18. **Proposed Local Laws**

a. **15 MPH Recommended Speed Limit on Exchange and Mill Streets**

Attorney Olkevich spoke with the board about the 15-mph state advisory speed limit for Mill and Exchange Street. To complete this, an engineering study has to

be completed, possibly by the NYS DOT, if they will do a Village Street She suggested the Village put up a “Children at Play” sign to coincide with the reduced speed signage. Trustee Gay said it’s a suggested speed, but not enforceable, so people will drive the speed they drive. Further discussion followed and Mayor Tyner will contact NYS DOT to see if they will conduct the engineering study discussed.

b. Establishing of Community Standard – Planning Board

The Planning Board reviewed and referenced the Village of Savona Community Standard and suggests that we adopt the same type of community standard, except “the right to enter by village” section be removed. Attorney Olkevich said it’s good to have a standard for issues that go to court, such as the issue this summer with the property on South Main Street. Trustee Rowe Smalt asked about a timeline for this to be completed and the Mayor advised he can have a draft ready for the December meeting. Attorney Olkevich advised to draft the community standard as a local law, not a Policy or Resolution, and once the draft is approved the process to pass the local law can be set in motion. Mayor Tyner asked if the Board wanted to proceed with establishing the local law. Trustee Hubbard can’t understand how it can be defined better and is opposed as he feels that the Community Standard Law would seem to be the same as our current Zoning Laws. Mayor Tyner advised this recommendation came from the court on the previous issue and Trustee Rodbourn stated if it helps to address these issues it should be pursued. The Mayor will draft the local law for review at the December meeting.

19. Memorial Park Updates

a. Bathrooms, Shelves for Storage Area

The Mayor advised, as stated above, the bathrooms are completed, the shelves can be put in in the spring before event begin at this location. The storage area has been secured with a padlock and can be access from the outside, like the overhead concession doors.

b. Next Year - Concession Area and Handicap Access Pad

To complete the bathrooms at the park, the plan is for the street department to pour a concrete 5-foot pad from the concrete under the pavilion to the handicap bathroom access point. The door threshold will be removed also for handicap access. Also the next phase for the pavilion building would be to outfit and concession area with the cabinets, counter, refrigerator, etc. for use at events at the park.

20. Grants Update

1. NY Bridge East Avenue Culvert Project

a. Resolution 2023-5

The Mayor advised that this, along with the SLA being signed, will begin this process. Trustee Rodbourn inquired for sure that this project is 100% reimbursement grant from the state? Mayor Tyner said this Grant for \$1.25 million is 100% reimbursed by the state as the award letter was received and this is outlined in the SLA to be signed. Attorney Olkevich confirmed this is outline in the contract to be signed. The timetable for this project will start once the

contracts are signed and begin once the engineering and construction firm is selected. The reimbursement is done in phases, and will be billed monthly by the construction firm with reimbursement submitted to the state for 21-day reimbursement. Once the Resolution is approved and the SLA is signed, the next phase is for Mayor Tyner will send out RFPs to the designed (15) firms on the Region 6 list for their proposals.

A motion was made to accept the Resolution 2023-5 for the NY Bridge East Avenue Culvert Project.

1st Trustee Rowe Smalt 2nd Trustee Gay All in Favor 5-0

b. SLA

The Mayor went over the SLA with Attorney Olkevich and explained the provisions. There were no question posed for the SLA, so a motion for the Mayor to approve and sign the SLA for the East Avenue Culvert Project was made.

1st Trustee Hubbard 2nd Trustee Gay All in Favor

c. RFP and Cover Letter

Mayor Tyner explained that the current one lane culvert will be replaced with a 2-lane bridge with a 5' walking path on the south side of the structure. It will be a three-sided box culvert as to not doesn't disturb the creek bed. Trustee Rowe Smalt asked about pedestrian access during the project and how long the project might last. Mayor Tyner explained that the construction schedule, once approved, should be approximately 3-5 months from the planning already conducted. Trustee Rodbourn inquired about burials in Highland Cemetery if they are done during the construction phase. The Mayor advised the plan is for a vehicle detour on site during construction with the second option being pedestrian access to the sports complex and cemetery, but he did discuss burials with Supervisor Comstock and he felt he would be able to get the backhoe up there if needed. Further discussion followed about having a temporary bridge built and the Mayor advised this issue will be addressed in the RFP and a topic of discussion one the engineering and construction firm is established. The Mayor will complete the (15) RFPs to be sent after review and approval with the NYS DOT Region 6 point of contact.

2. Federal Infrastructure Grant – The Mayor advised he is still collecting information that is needed, but there are a lot of provisions being applied to state grants for consideration for state funds. Further details to follow.

3. Clean Energy Grant Update

Trustee Hubbard reported that there are replacement LED bulbs for the lights at Hees Park, but they don't put out as much light as a regular bulb. It appears the Village would need to change to LED fixtures that run approximately \$1100 each. There are 12 fixtures in the park, so this replacement project doesn't seen feasible. Discussion followed and it was determined to purchase one LED bulb and see how it works. The cost is about \$200. If all bulbs can be replaced, it could result in savings of 60-70% when the overhead lights are in use at Hees Park. The Mayor advised we have one year

to apply the Grant funds, so until September to use the \$5,000 Clean Energy money. Trustee Hubbard will continue to work on this with the Mayor and the point of contact, Micheal Brown.

21. Windmill Historical Projects

Mayor Tyrner said he hasn't had any response from Supervisor Wightman as far as the windmill projects. It was suggested that we have another joint meeting to discuss things again if needed to move the pending items forward.

22. Board Discussions / Agendas / Reports on Assignments

a. Mayor Tyner

1. The Mayor advised he was in receipt of the current Fund-Raising Policy, which will be incorporated into the Summer Youth Program Policy being developed.
2. The Mayor advised the Board about the GVA bill for the cancer policy that was address and signed over to Broker on Record Aaron Benton.
3. The Mayor advised that the check had been issued for the burial issue that arose and the issue has been settled.
4. The Mayor advised the Board that in order for the Village to take payments online for Water Bills to accept credit cards it will be a fee of \$895. Discussion followed and this issue was tabled until the time more information is gathered.
5. The Mayor advised there is a Downtown Redevelopment Loan available, but again a criteria is low-income housing and this is a loan, not a Grant. Item tables as there is no interest at this time.
6. The Mayor advised the Village/ Town Joint Christmas Party is December 14, 2023 at 12:00 PM at the municipal building, if anyone has interest in attending.

b. Trustee Hubbard – Nothing at this time.

c. Trustee Gay – Nothing at this time.

d. Trustee Rowe-Smalt – Trustee Rowe Smalt asked that all board members be at the gazebo dedication. The parade starts at 2:00pm and Santa will go right to the Gazebo for the dedication.

e. Trustee Rodbourn – Trustee Rodbourn inquired if the Village had been charged a fine for late payment. Clerk Haar explained that it was brought up last month with the abstracts. The Teamsters Union Health Insurance is due on the 10th of the month and it was received on the 13th. He also inquired why he wasn't able to see the clerk duties list. Mayor Tyrner said he thought it was on the shared drive and he knows that it was circulated last month at the meeting. The Mayor stated that if it isn't on the shared drive, he will add it for all Trustees to review.

f. Village Clerk / Treasurer Haar – Clerk Haar asked for approval of the quarterly newsletter to be sent out with the upcoming water bills. The Board seemed overall to approve the newsletter, but Board members have until November 20th to submit any concerns. Mayor Tyrner advised he would like to edit the header and he will work with Clerk Harr on editing the header.

23. Call to Village Attorney for any Legal Issues to be Discussed

Village Attorney Olkevich attended the meeting via cellphone and no further topics were discussed at this time.

24. Visitors: Comments for the November Meeting Topics

No visitors were present for any further comments.

25. Motion to Move to Executive Session to Discuss the Potential Purchase of Real Property at 10:02 PM

Motion by: 1st Trustee Rodbourn 2nd Trustee Hubbard All in Favor 5-0

26. Motion to Return to Open Public Session / Regular Meeting at 10:11 PM

Motion by: 1st Trustee Rodbourn 2nd Trustee Hubbard All in Favor 5-0

27. Motion to Adjourn and Close the November Regular Meeting

Motion by: 1st Trustee Rodbourn 2nd Trustee Hubbard All in Favor 5-0
Meeting Adjourned at 10:17 PM

**Respectfully submitted,
Christine Haar
Village Clerk/Treasurer**