

**Village of Afton
Board of Trustees Meeting
Jack D. Bolster Community Center, Afton, NY
October 14, 2019**

Minutes of the meeting of the Board of Trustees held October 14, 2019 at 7:03 pm in the Susquehanna Room, 105 Main Street, Afton, NY

Present: Mayor Matthews, Trustee Muller, Trustee Lawrence, Trustee Humphrey, Clerk/Treasurer Palmatier, DPW Superintendent Andrew Acla, Village Code Enforcement Officer Jeffrey Butler and Officer in charge Quanson Wright.

Absent: Trustee Simonds

Visitors: Donald Ouimet, Lori Petzack, Edward Jones, Roberta Dunker, Pamela & David Wylubski, Jerry & Nancy Harris, Jon Matthews, Susan Weible, Marguerite Petrie, Richard Cuthbertson, Charles Torres, David Dodge, Patricia Stafford and Cindi Heath.

- A motion was made by Trustee Lawrence authorizing Clerk/Treasurer to pay the following audited vouchers, Seconded by Trustee Humphrey. All in favor, motion passed.
General Fund Vouchers # 124 - 155, Totaling \$10,116.05.
Water Fund Vouchers # 37 – 44, Totaling \$1,292.93.
- Motion to accept previous minutes with no additions or corrections was made by Trustee Muller, seconded by Trustee Lawrence. All in favor, motion passed.

Monthly Report:

- **DPW/ Water:** Report Distributed. DPW Superintendent Andrew Acla gave a verbal account of his written report. He stated that the department had 24 markouts for Dig Safely of New York. They have continued with daily brush debris pickups. They used hot asphalt shim repairs for Hillside Drive, Sand Street, Municipal Parking Lot, Pixley Drive and Cemetery Road. Removed stones, marked out footers for the playground at Liggett Park. Repaired/ replaced the concrete drainage curb corner on Sand Street and Academy Street. Picked up and disposed of animal carcass located in Village roadway. A Village-wide lead and copper samples were taken for testing. All DPW worker completed a required hearing test. The well house was painted. The well house along with the springs and spring house were cleaned for the sanitation survey to be done by the Department of Health.
- **Police Department:** Report Distributed. Mayor Matthews asked Officer in Charge if he had anything further to add to his report. The Officer in charge informed the Village Board of Trustees that Officers Stanko & Swislosky will be returning to work.
- **Code Enforcement:** Code Enforcement Jeffrey Butler addressed everyone's concerns about the ongoing questions pertaining to the water tank replacement. He stated that those who have questions should read the Village Board Meeting minutes from a year ago. That the Village Clerk / Treasurer has explained it all very well. Mr. Butler continued with a verbal report. He stated that he's been contacted by a woman who lives on Hill Side Drive. She

currently has a double wide that she wishes to replace. Mr. Butler stated that he was not sure if the pad is up to code. He has referred her to the County. The recreational vehicles that were on Long Hill Road and Blowers Hill Road have been removed. There were reports of a sewer smell behind the business district. Mr. Butler was unsure if there could be something done about the smell. Mayor Matthew explained that years prior they would place chlorinated tablets in the septic systems. But that it's no longer done, due to the run-off into the village drainage system. There was a complaint of discarded trash behind a building on Spring Street. The owner was contacted and the trash was removed. Mr. Butler made a call to a business on High Street. This is a current existing business within the village that has moved. Mr. Butler has referred the owner to the Planning Board as the zoning where this business has moved is not zoned for the business district. Mr. Butler will be meeting with a property owner on the East Side for septic replacement. Mr. Butler stated that he is continuing working with the Planning Board on the paperwork pertaining to the variance request for the property located at 222 Main Street.

- Planning Board: Trustee Humphrey, along with Mr. Richard Cuthbertson informed the Village Board of Trustees that the Village Board of Appeals is holding a Public Hearing on Friday, October 18, 2019 at 6 pm in the Susquehanna Room. For the review of the 239 variance that was requested by the property located at 222 Main Street. At that time the public is welcome to voice their opinions and concerns about the placement of the recreational vehicle within village limits.
- Finance/Insurance: Remains the same.
- Christmas Parade Committee: A committee member stopped in the Village Office to ask what the protocol would be to obtain donated funds from the Village of Afton to be used towards the Christmas Parade. The Committee intends on submitting a letter of request to the Village.
- Grant Committee: Trustee Muller stated that the Parks Community is working on a grant. It is required by the disability law that a sidewalk be put into place, with placement of the new playground equipment. Since there is a blacktopped basketball court in place the sidewalk should be run from the basketball court to the playground equipment making it accessible to all. The Parks Committee has been denied the grant currently. The grant paperwork has been resubmitted.
- Parks Committee: Trustee Muller informed those in attendance that the Park's Committee will be hosting a Halloween Party on October 26th, from 7 pm till 11 pm at the River Club. Tickets for this event are \$5.00 per person. The band, Short Change, will be the entertainment, there will be 50 / 50 raffles and door prizes. Prizes for 1st and 2nd best costumes will be awarded. You can purchase tickets for this event at the NBT Bank, River Club, Cobra Industries, or by contacting a parks committee member. The Parks Committee is working on ideas for a park placement down by the river. The property in question is owned by the Village, through FEMA and must remain forever green. The Parks Committee is also looking at placing a tire swing at Liggett Park. They are working in conjunction with AYSO (Afton Youth Sports Organization) to place a drinking water fountain at Davy's Field.
- Historian Report: Report distributed. Mayor Matthews stated that the report was available to anyone wishing to view it.

- Dog Control Officer: - Report distributed for August and September. Mayor Matthews stated that the report was available to anyone wishing to view it.

Old Business:

- Many discussions were made on the ongoing changes to the Yard / Storm Debris pick-up Policy. After it was agreed that the current draft would be accepted into motion with the removal of the DPW not picking up metal objects as washers, dryers, stoves to be placed in the metal dumpster located at the DPW building on Court Street.
- A motion was made by Trustee Lawrence to accept the new Lawn Debris and Reference Sheet with this one change. Seconded by Trustee Humphrey. All in favor, motion passed. There were questions as to how the public will be informed of the new changes for the lawn debris pickup. It was decided that it will be posted in the usual places. On the community bulletin boards, on the shared web page with the Town, and mailed with the water billing in January.

New Business:

- Trustee Lawrence asked DPW Superintendent Andrew Acla if he contacted Ernest Cutting to inform him that the holes have been marked out for placement of the playground equipment. Mr. Acla stated that he needs to get in touch with Mr. Cutting. Trustee Humphrey stated that he spoke with Mr. Cutting earlier tonight, that he'd be stopping by sometime tonight to look at the holes.
- A motion was made by Trustee Muller to surplus all but 2 of the older heavier brown tables. Seconded by Trustee Lawrence. All in favor, motion passed.
- Mayor Matthews informed those in attendance that Trick or Treating hours in the Village will be from 5 pm until 7 pm. Notice was placed in the Pennysaver, posted on the community bulletin boards. This notice was also placed on the shared web page with the Town. The school has been informed also. The Baptist Church will also be hosting a Fall Family Fun Night, all are welcome.
- A motion was made by Trustee Muller to purchase a new 2019 Dodge Ram 3500, Reg. Cab 60 C/A 4X4 as no more than \$65,884.50. Seconded by Trustee Humphrey. All in favor, motion passed.
- A letter received from Chenango County pertaining to the senior citizens income levels was distributed. This will be tabled until next month.

Recognition of Visitors:

- Visitor Jerry Harris asked the Village Board of Trustees what the word was on the water tank. He stated that it's been a year in the making, we have not heard a status of the grant. Mayor Mathews explained that we did not qualify to receive the first round of grant funding. That we are waiting to see if we qualify for the next Water Infrastructure Improvement Act (WIIA) grant funding. The Village has been informed by Delaware Engineering that the announcement for the grant funds should be made by the end of the second or third week in December. Mr. Harris asked it is necessary to do a full replacement on the entire tank or if it could be resurfaced. Mayor Matthews explained the difference between a concrete tank and a relined steel tank.
- Visitor Pamela Wylubski asked DPW Superintendent Andrew Acla when the next scheduled inspection on the water tank would be. She stated that it is her understanding that the tank needs replacing as soon as possible. Mrs. Wylubski feels as though the water tank replacement is much more important than a waste-water system. That we should not be waiting for a grant to be move forward. DPW Superintendent Andrew Acla stated that the tank is inspected every 2 years.
- DPW Superintendent Andrew Acla informed the Village Board of Trustees that hydrants that are nonoperational need to be repaired or replaced if they are coming apart.
- Village Code Enforcement Officers asked DPW Superintendent Andrew Acla if the water tank can be repaired. Mr. Acla thinks that it can be.
- Trustee Lawrence asked DPW Superintendent Andrew Acla what the time-line would be to fix the tank. She asked if our water system can supply the village while repairs are made. DPW Superintendent Andrew Acla stated that 90% of the water consumption comes from the springs. The DPW has fixed quite a few leaks. Since then the well house does not turn on anymore.
- Visitor Jerry Harris asked when the Health Department tests for lead. DPW Superintendent Andrew Acla stated that they test every 3 years. They test annual & monthly as well. Every 3 – 6 years the State require that certain tests are conducted as well.
- Visitor Charles Torres asked the Village Board of Trustees how much money has been set aside for the project. Visitor Pamela Wylubski stated that it's her understanding that there is 1.3 million available.
- Trustee Muller explained that by law the water fund purchases can only be funded by the water department. That general fund purchases can only be funded by the general department. Trustee Muller stated do to this the village hold different types of bank accounts.
- Visitor Pamela Wylubski asked about the fund balances that were reported as surplus funds from the audit. She stated that we need to find that money and fix the water tank.

- Visitor David Dodge asked the Village Clerk/Treasurer if she knew what the fund balances were to be used towards the water tank. The Clerk stated that question needs to be directed to the Village Board of Trustees. Trustee Muller explained that no one has that figure, it would need to be looked up. Trustee Muller explained that she and Mayor Matthews met last week to discuss that fact that the Village has not heard for the Engineer as what direction to go. She stated that the Village has only so much funds available to pay loans. That it takes time to make these repairs without having to raise taxes.
- Visitor Jerry Harris asked if we could stay on top of the grant process and the needed repairs. Trustee Muller explained that she was not here. Therefore she has been out of the loop of the ongoing tank replacement process. She felt as though it was not her place to enter in to help the young women who took over without her asking. She stated that she and Mayor Matthews will be meeting with Mr. Isaiah Sutton with the County Health Department to get his input and opinion. She stated she had 30 days to button things up as her Mayor Ship ended. Trustee Muller stated that she did her best to make things easier on the new Mayor. The one thing I was not able to do before the end of my term was to earmark the water savings banking accounts to be specifically used towards the water tank replacement. She stated that this money that has been being saved and set aside to be allocated for the expected water tank replacement. Trustee Muller stated that the number one priority for the Village Trustees is the water system update.
- Visitor Jerry Harris asked if it was too late to specifically allocate the intended appropriated funds to be used towards the replacement of the water tank. Trustee Muller stated no, it is not. Every year the Village can set aside funds to be used for certain things. As long as they are marked as such. Trustee Muller expressed that that she feels as though we need to move forward to get the water tank fixed.
- Visitor Pamela Wylubski expressed that the board needs to move forward, even if they don't get a grant. The entire board needs to be working together to ensure that this is being done. Trustee Muller explained that by law they are not allowed to meet with more than 2 of the Board Members at a time. Otherwise it's considered a public meeting. Trustee Lawrence stated that we need to have committees formed. That the public needs to put their faith into these committees. That they will gather the necessary information to bring back to the Village Board of Trustees. Visitor Charles Torres stated that he'd volunteer for the Village Water Committee.
- Visitor Patricia Stafford stated to Trustee Muller that she had thought that it was possible to borrow funds from either the general or water fund balances just as long as it paid back within a year. Trustee Muller stated yes, it is possible.
- Visitor David Dodge asked Mayor Matthews if he intends on creating or appointing Committees. Mayor Matthews stated that he will try.
- DPW Superintendent Andrew Acla informed the Village Board of Trustees that the DPW crew will be flushing hydrants the first week of November. He will place signs around the Village to inform the public.
- Visitor Lori Petzack asked if the Village has to borrow money would that require the taxes to go up. Trustee Muller explained that those Villagers who do not pay their taxes are sent back to the County. The County then pays the Village these unpaid taxes. In turn the unpaid taxes are placed on the property owner's Town/ County tax billing. Trustee Muller stated that the Village

can borrow funds, but we'd still need to figure out where the funds were coming from to pay back the loan. We can borrow through an interfund transfer with other funds that the village has, but we'd still need to replace the funds that are borrowed.

- Visitor Richard Cuthbertson thank Andrew and his crew for the hot patch repair and speed bumps on high street. He stated that we cannot keep hot patching everything. Our infrastructures are in very bad shape. He stated that Pleasant Ave, Orchard Street, Myrtle Ave are all full of potholes. He stated that if he'd known Afton would be this bad, he would have purchased his house in Unadilla. He encouraged the Board Members to drive around the Village. He stated that the Village needs to make sure that there are funds available to fix these things.
- Visitor David Dodge stated that he's still waiting on a sidewalk in front of St. Agnes Church. He stated that there needs to be some type of a program setup. Mr. Dodge expressed that we need to move ahead.
- Visitor Patricia Stafford stated that Board has to spend the money on what has been allocated. If they don't, then they fall behind and it makes it difficult to catch up. Mrs. Stafford stated that maybe we should contract out if we cannot keep up.
- Visitor Jerry Harris expressed that the Village needs to have Committees formed.
- Mayor Matthews informed visitor Lori Petzack that he has received a letter from the Department of Transportation in regards to her concern of the intersection on Yew New States Routes 41 & 7. They expect to finish their evaluation by the end of October. Ms. Petzack stated that she was already aware. That she had received a letter from Senator Akshar's Officer.
- Visitor Loir Petzack asked Mayor Matthews about placing a stop & slow sign in the crosswalk for the school kids. Or perhaps she could get a sign to be a crossing guard for the kids as they let out from school. Visitor David Dodge suggested that Ms. Petzack talk to the school.
- Visitor David Dodge asked about the brush / debris pickups being done for businesses. It was stated that businesses are including in the pick-up process. Mr. Dodge stated "Great" I'm going to let them know that they were misinformed.
- Trustee Humphrey asked DPW Superintendent Andrew Acla what vehicles the Village currently has to plow with. Mr. Acla stated that the Village has a 2009 –Ford Truck a 2012 – Ford Truck and the 2018- Dodge Ram Dump that was purchased last year. Mr. Acla stated that the 2009 – Ford needs to be declared surplus, it has a bad motor that will cost over \$8,000.00 to fix. That's why we're asking to replace it with the new truck purchase. Trustee Humphrey stated that we have 3 trucks with plows currently as well as a Skids Steer. Mr. Acla stated that he feels as though the Village should turnover a vehicle every 5 years to ensure that they still hold value.
- Visitor Loir Petzack asked if the village could do a trade in on one of the older trucks. Trustee Muller stated that a trade in cannot be done on a Stated Bid vehicle. Visitor Charles Torres asked what the sticker price was on the new price purchase. Trustee Matthews stated that the cost is \$65,884.50. Visitor Ms. Petzack asked if the Village could just get a used truck.

- Trustee Muller asked DPW Superintendent Andrew Acla what the time frame is on the truck being placed in the Village's possession. Mr. Acla stated that it should take about 2 months. Trustees Lawrence & Muller questioned if it on the lot, then why 2 months. Mr. Acla stated that they will paint the inside of the box to your liking. Trustee Muller asked Mr. Acla if this was the only estimate that he received. Mr. Acla stated, yes.
- Visitor Charles Torres asked if there is no ability to move money then where will the money come from to purchase this new truck. Trustee Muller stated that the money will have to come out of savings. Mr. Torres questioned, but we cannot do that with our water. It was explained that water can only fund water expenses and general can only fund general expenses.
- Visitor Charles Torres expressed his concern with the lack of care taken by the DPW employees with the people's vehicles & equipment. Mr. Torres introduced himself as a village resident and taxpayer. He stated that he had FOIL requested information pertaining to the maintenance he is speaking of. He stated that the DPW had run the backhoe out of fuel having \$500.00 service billing to have it restarted by Monroe Tractor. He stated that there is a billing for maintenance of \$500.00 to change oil & filters on the backhoe. Stating that \$370.00 of this billing was for labor. Which the DPW could have done, saving the Village money. He stated that the 2009 Blue Ford was driven out of oil, causing the engine to blow. In which Mr. Torres stated that he confirmed with the Service Manager, Assistant Technician who performed the services on the Village truck at Matthews Ford in Norwich. Mr. Torres stated that this is the reason why vehicles and equipment have oil and gas gauges, so unnecessary things like this do not happen. Mr. Torres said that all fluids should be checked each time prior to moving the vehicle or the equipment. He feels as though basic maintenances should be performed by our DPW. That the village should not be paying the DPW to travel to sit at a dealership for basic 101 maintenances. Mr. Torres stated that the DPW Department should not be getting a new truck when they can't seem to take care of the current equipment owned by the Village and its residents.
- DPW Superintendent Andrew Acla stated that there was a recall on the 2012 Ford. He said that the backhoe running out of fuel was an oversight on his part and that he made a mistake. He stated that they do what they can. That they have a book that they record their performed services in.
- Visitor Loir Petzack stated that she agreed with Mr. Torres that the DPW needs to pay attention to the people's vehicles & equipment. They need to be sure that they are checking gauges before using.
- Visitor Jerry Harris asked Mayor Matthews if the Village Board of Trustees could wait on the senior citizens income levels decision. As the Town just had the same decision to make that perhaps they should speak with them first.
- Visitor Loir Petzack asked about the double yellow line not being done as of yet on Main Street. DPW Superintendent Andrew Acla stated that it's a State Road. That the Board will need to contact them. It was stated that we are unsure as to when the state will be coming through the village for Rt. 7 painting.
- Visitor Lori Petzack asked if there was any way that the Village could place a crosswalk from the left to right side of Main Street. Trustee Humphrey stated that the only crosswalk that NYS has allowed within the Village is the one at Horton Hardware.

- Visitor Lori Petzack asked if there was any way to make Daly Drive an oneway street. She feels as though there is not enough room for 2 cars to safely pass. She stated that cars fly up Spring Street through the stop sign. Also the sidewalk is not level with the roadway. It's lifting, the previous blacktop is crumbling.
- Visitor Roberta Dunker stood and introduced herself as the Teamsters Union Representative for the DPW labors. She expressed that she thought it was great to see such interest in their community. Ms. Dunker asked that the Work Place Violence Policy & Procedure and the Policy against Discrimination and Harassment needs to be both mailed to the Union and posted at the Village DPW Garage.
- Visitor Pamela Wylubski asked if the Town told the Village of the Harassment Seminar at the Town Hall last week. Mrs. Wylubski was told that they did not.
- Visitor Jerry Harris presented the Village Board of Trustees with a sketched drawing of the proposed parking lot behind the store on Main Street. This drawing consists of the possible 1 or 2 way street. There would be grass placed in the center and the guardrails will be moved back. Trustee Humphrey stated as long as it does not take away for the parking lot. Mr. Harris stated that it allows for parallel parking. Visitor Pamela Wylubski thinks that it's a wonderful idea.
- Visitor Patricia Safford asked DPW Superintendent Andrew Acla if the new truck will be used in the water department as well. It was stated that the new truck will be purchased with a 60% - 40% split. Meaning funds will be used 60% from General and 40% in Water.
 - A motion was made by Trustee Muller to enter into executive session at 9:12 pm. Seconded by Trustee Lawrence. All in favor, motion passed. It was at this time that the Village Board of Trustees asked Mr. Charles Torres to stay for the executive session.
 - A motion made to leave executive session by Trustee Muller at 10:20 pm. Seconded by Trustee Humphrey. All in favor, motion passed.
 - A motion was made by Trustee Muller to approve the new suggested set salaries for the Village Police Department set forth by the Village of Afton Police Committee. The motion was made to increase the following Police Department Heads. Officer in Charge will receive an increase of an additional \$ 3.00 per hour. The 2nd Officer will receive an increase of \$3.00 hourly. The 2 senior patrolmen will be increased by \$4.50 hourly. The remaining patrolmen will be increased to an additional \$ 2.50 per hour. Seconded by Trustee Humphrey. All in favor, motion passed. 4-0
 - A motion was made by Trustee Humphrey to adjourn regular meeting at 10:25 pm. Seconded by Trustee Muller. All in favor, motion passed.

Respectfully Submitted
 Ann Palmatier
 Clerk / Treasurer

