

**Village of Afton
Board of Trustees Meeting
Jack D. Bolster Community Center, Afton, NY
February 8, 2020**

Minutes of the meeting of the Board of Trustees held February 8, 2020 in the Susquehanna Room, 105 Main Street, Afton, NY

Meeting called to order at 7:00 pm, by Mayor Janice Nickerson.

Present: Mayor Nickerson, Trustee Muller, Trustee Simonds, Trustee Humphrey, Clerk/Treasurer Palmatier, DPW Supervisor Bailey DeBetta and Village Code Enforcement Officer Jeffrey Butler.

Absent: Trustee Lawrence.

Visitors: Timothy McNamara, Kathy Ryan and April Leggett.

- A motion was made by Trustee Simonds authorizing Clerk/Treasurer to pay the Following, audited vouchers, Seconded by Trustee Humphrey. All in favor, motion passed. **General Fund Vouchers # 270 - 291, Totaling \$10,710.07.**
Water Fund Vouchers # 77 – 84, Totaling \$2,133.52.
- Motion to accept previous minutes with no additions or correction, made by Trustee Humphrey. Seconded by Trustee Muller. All in favor, motion passed.

Monthly Report:

- **DPW/ Water:** DPW Supervisor Bailey DeBetta said that the Department has continued to work on removing the snow from the roadways, parking lots and sidewalks to ensure that there is visibility along these areas for safe travel. They are still working on the tool inventory list. They have installed a plexiglas barrier at the Village Office for safety. The Department assisted with a soil boring at the water tank. DPW Supervisor met with Shannon Waters from Cyclops Process Equipment to gather information about an alarm call system for the well house. Repairs were made on the tractor used to help clear snow from the sidewalks. The yearly water report was submitted to the Department of Environmental Conservation.
- **Police Department.** Report distributed, read aloud by Mayor Nickerson.
- **Code Enforcement:** Report distributed, read aloud by Village Code Enforcement Officer Jeffrey Butler. Mr. Butler stated that he has received two calls from individuals who want to open businesses within the Main Street District. He has referred them to the County Code Enforcement Office to obtain the necessary building permits. Mr. Butler sent out a few notices, regarding the compliance for snow removal. He is continuing to follow up on the unregistered / unlicensed vehicles. Mr. Butler reported to NYSEG that there was a streetlight outage on East Main Street. Mr. Butler stated that he was able to obtain two income surveys that he had distributed; he has mailed them to RCAP Solutions.

- Planning Board: Trustee Humphrey informed the Village Board of Trustees that due to the weather, only two Planning Board Members showed up for the intended monthly meeting, Therefore it was cancelled due to bad weather.
- Finance/Insurance: Remains the same.
- Christmas Parade Committee: Remains the same.
- Parks Committee: Remains the same
- Historian Report: Report distributed. Mayor Nickerson stated that this report along with the others would be placed on the Village Web Page for public viewing.
- Dog Control Officer: - No reports distributed. Trustee Muller asked Mayor Nickerson, if she has spoken with the Town Supervisor, John Lawrence about not receiving the dog control reports. As we have not received them in a while, the Village has a shared service agreement with the Town for the Dog Control Officer. Mayor Nickerson stated that she would call Mr. Lawrence.
- Afton Central School – Afton Central School Superintendent Timothy McNamara informed the Village Board of Trustees that principals have been busy working on the students quarterly progress reports. He said that most of the students who attend Afton are attending in person, that they are about 39 students in total that are completely remote. Mr. McNamara stated that the School Board of Education has just accepted the plan, put into place by the Department of Health and the Schools Chief Medical Officer to begin high-risk sports. This plan also required approval from the School Attorney and Insurance Company. Mr. McNamara explained the expectations of the students who plan to participate in these sports activities. He stated that there would be no locker-room use, all students are expected to wear masks, and all equipment will be disinfected after each use. Mr. McNamara stated that all the information pertaining to the opening of the sports programs could be found on the School Web Page. Mr. McNamara stated that a vaccine clinic has been set up in Oxford, NY by the County Health Department where they are doing random selection of teachers to get their vaccinations. He also informed the Village Board of Trustees that the building project is moving forward, the bidding will begin on April 6, 2021.

Old Business:

- A motion made by Trustee Muller to accept the written plan for the NYS Emergency Pandemic to be added to the Village of Afton's current Emergency Operations Plan. Seconded by Trustee Humphrey. All in favor, motion passed.

New Business:

- DPW Supervisor Bailey DeBetta shared with the Village Board of Trustees the two estimates he received for the replacement of the alarm call system at the well house.

1. R.E. Prescott Co. Inc. – Estimated cost for installment \$3,000.00 – Mr. DeBetta stated that this system will work for what we need, but that there are no added extra features to come with this system. There is a yearly fee for the use of this system of \$400.00.
2. Cyclops Process Equipment – Estimated cost for installment \$7,500.00 – Mr. DeBetta stated that this system is incomparable. We will never outgrow this system. It will monitor the chlorine residual, as well as the Amp meter to track pump run time and potential upcoming pump failure. These futures can be tracked to the village issued cell phone. This system will record and store data for up to 2 years. There is a yearly fee for the use of this system of \$420.00. Mr. DeBetta stated that this system is currently used by the Town of Sidney.

Mr. DeBetta informed the Village Board of Trustees that the current TDS alarm call system does not work. The funds being spent on the current system can be used to purchase a better functioning unit.

- Trustee Muller asked DPW Supervisor Bailey DeBetta if these systems came with a warranty or a guarantee of any kind. Mr. DeBetta stated that he did not think to ask, but that he is sure that they do. He will look into it.
- DPW Supervisor Bailey DeBetta informed the Village Board of Trustees that the white truck is down. It seems to be electrical, as the lighting system continued to flash. The truck has been sent to Norwich, it should be under warranty.
- Mayor Nickerson asked Afton Central School Superintendent Timothy McNamara if other local schools would be participating with the sports program. Mr. McNamara indicated that yes they would be. He stated that if necessary students could receive a rapid test to continue playing sports.
- Trustee Humphrey asked Afton Central School Superintendent Timothy McNamara, if there were any problems with the kids who are at home having internet issues. Mr. McNamara indicated there are some children who are experiencing problems with no or little internet. Mr. McNamara stated that the school is looking at the possibility of holding a summer program to assist the kids that are struggling to keep their grades up; there are many details that still need discussing.
- A motion made by Trustee Simonds to hold a public hearing on Monday, March 8, 2021 at 7:05 pm for the Local Law #1 of 2021. A law entitled Chicken Code.

**VILLAGE OF AFTON
LOCAL LAW NO. 1 FOR THE YEAR 2021
A LOCAL LAW ENTITLED “CHICKEN CODE”**

Be it enacted by the Village Board of the Village of Afton as follows:

Section 1. General Provisions

- 1) No person shall breed, raise, harbor or maintain any bees, poultry, chickens, turkeys, ducks, geese or any other fowl, any swine, pigs, horses, mules, goats or any other animals or reptiles except domesticated pets within the Village of Afton unless specifically authorized in any other provision of the Code of the Village of Afton.
- 2) Further prohibited are any animals that are vicious, dangerous, obnoxious, objectionable, or offensive or that have, in the absence of intentional provocation, repeatedly chased, menaced, attacked or inflicted bodily injury to a person or domestic animal, excluding wild birds, rodents and reptiles.
- 3) Notwithstanding the foregoing, chickens may be kept and maintained under the following circumstances:
 - (a) **Number:** No more than eight hens shall be allowed for each taxable parcel used as a residence. If chickens are kept at a rental property, the owner of the chickens must maintain a current written authorization for the keeping of chickens on the property, signed by the property owner or authorized agent.
 - (b) **Setbacks and Bulk Restrictions:** Coops or cages housing chickens must be at least 25 feet from any door or window of any dwelling or building other than the chicken owner's structures, and also at least 10 feet from any property line. Coops and cages shall also only be located to the rear of the chicken owner's dwelling.
 - (c) **Enclosure:** Hens shall be provided with a covered, predator – proof coop or cages that are well ventilated and designed to be easily accessed for cleaning. The coop shall allow at least 2.5 square feet per hen. Hens shall have access to an outdoor enclosure that is adequately fenced to contain the birds on the property and to prevent predators from access to the birds. The enclosure must be sized to allow at least 5 square feet per chicken. Hens shall not be allowed out of these enclosures unless a responsible individual, over 18 years of age, is directly monitoring the hens and is able to immediately return the hens to the fenced enclosure or coop if necessary.
 - (d) **Sanitation:** The coop and outdoor enclosure must be kept in a sanitary condition and free from offensive odors. The coop and outdoor enclosure must be cleaning on a regular basis to prevent the accumulation of waste.
 - (e) **Slaughtering:** Outdoor slaughtering of chickens is prohibited.
 - (f) **Roosters:** It is unlawful for any person to keep roosters in the Village of Afton.
 - (g) **Permit:** An annual permit to keep chickens is required, which shall be reviewed and approved by the Code Enforcement Office, issued by the Village Clerk's Office, and thereafter will be filed and maintained in the Code Enforcement Office. The initial fee and renewal fee for such permit shall be set from time to time by resolution of the Village Board.
 - (h) **Application:** The application for a permit must contain the following:
 1. Applicants Name
 2. A working contact number

3. The address of the applicant
4. If the applicant is a renter, a letter from the property owner/ owners consenting to the issuance of a permit to keep the chickens on the said premises.
5. Consent from the applicant for inspection of the outdoor premises of the property at reasonable times by the Village or its agent to determine compliance with the provisions of this subsection.
6. Acknowledgment of the receipt of an information packet from the Village of Afton which includes a copy of this statute, together with information regarding the proper maintenance and handling of domestic chickens in a residential environment.

- (i) **Notice of Removal/Disposal:** The chicken owner must immediately notify the Village when the chickens are permanently removed or disposed of.
- (j) **Application for Variance:** In the event an application is denied for failure to conform with the requirements of this local law, the applicant may request a variance from such requirement by appealing the denial to the Village Zoning Board of Appeals within thirty days of the denial. The Village Zoning Board of Appeals shall have authority to deny, grant, or grant with conditions any variance to this local law's requirements.

Section 2. Remainder

Except as hereinabove amended, the remainder of the Code of the Village of Afton shall remain in full force and effect.

Section 3. Severability

The provisions of this Local Law are severable and if any provision, clause, sentence, subsection, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstance, such illegality, invalidity or unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, subsections, words, or parts of this local law or their application to other persons or circumstances. It is hereby declared to be the legislative intent that this local law would have been adopted if such illegal, invalid, or unconstitutional provision, clause, sentence, subsection, word or part had not been included therein, and as if such person or circumstance, to which the local law or part thereof is held inapplicable, had been specifically exempt therefrom.

Section 4. Effective Date

This Local Law shall take effect immediately upon filing with the New York State Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

Recognition of Visitors:

- Visitor Kathy Ryan gave the Village Board of Trustees an update on the progress of the RCAP Solutions Income Survey. Mrs. Ryan has been able to enlist the help of Joyce Humphrey and Becky Komorowski to assist with collecting the much-needed surveys. Mrs. Ryan stated that they were able to get help from the local Post Office to confirm if some of the addresses were indeed, legit for renters. They have been trying to decide how to proceed, with the survey process, in this time of Covid -19. As this information needs to be

collected by the end of the month or the Village will not receive any funding towards any projects to benefit the village. The ladies will be meeting tomorrow to discuss if they will be going door to door or possibly mailing out a third survey. Whether that would be the actual survey or a postcard notification.

- Mayor Nickerson has given the Village Board of Trustees a printed copy of the lacking rental income surveys. She has asked that each Trustee go over the list to see if they know the renter, if so if they would kindly reach out to that person or persons to ask them to kindly take the income survey to help assist the village with grant funding. The survey is very important, if we get the number of completed surveys it will help the Village with many future grant projects that are available to assist with many different types of projects within the community.
- A motion made by Trustee Muller to adjourn our regular meeting at 8:15 pm. Seconded by Trustee Humphrey. All in favor, motion passed.

Respectfully Submitted

Ann Palmatier
Clerk / Treasurer