

Village of Afton
Board of Trustees Meeting
Jack D. Bolster Community Center, Afton, NY
July 9, 2018

Minutes of the meeting of the Board of Trustees held July 9, 2018 at 7:00 pm in the Susquehanna Room, 105 Main Street, Afton, NY

Meeting called to order at 7:00 PM

Present: Mayor Burnett, Trustee Simonds, Trustee Zablocki, New DPW Superintendent Andrew Acla

Absent: Trustee Harvey and Trustee Matthews

Visitors: Pamela & David Wylubski, Susan & John Weibel, Daniel Fugnani, Jerry Harris, April Leggett, Julie Grover, Jeffrey & Shirley Butler, Janice Nickerson and Sara Weeks.

- A motion was made by Trustee Zablocki authorizing Clerk/Treasurer to pay the following audited vouchers, Seconded by Trustee Simonds. All in favor, motion passed.
General Fund Vouchers # 24 - 57, Totaling \$36,458.68.
Water Fund Vouchers # 11 – 21, Totaling \$14,098.11.
- Motion to accept previous minutes with no additions or corrections was made by Trustee Zablocki, seconded by Trustee Simonds. All in favor, motion passed.

Monthly Report:

- DPW/ Water: No Report. New presentative was present.
- Police Department. No reports or representative.
- Code Enforcement: No reports or representative.
- Planning Board: Visitor April Leggett who is a Planning Board Member informed the Village Board of Trustees that the Planning Board held discussions with a property owner on the East Side, in regards to placement of a new stairway. They are planning on meeting with the property owner again. Discussions of the Planning Boards future functions to help suit the direction of the Village have be brought forth.
- Finance/Insurance: The Villages current policies have been renewed and paid. We are up to date.
- Christmas Parade Committee: Remains the same.
- Grant Committee: The Clerk / Treasurer has finished and submitted the finally paperwork on the closing of the Strategic Plan with both ESD and DOS. We will be expecting reimbursement towards the grant funded project.
- Parks Committee: Trustee Simonds informed the Village Board of Trustees that the Committee will be holding a garage and vender's sale at the New Town Hall on Saturday, August 4th, 2018. Vendor space is available for both indoor/ outdoor for a \$15.00 fee.
- Historian Report: Report distributed.
- Dog Control Officer: - No report or representative.

Old Business:

- Weiss Cleanup – Remains the same.
- Sidewalk- Strong - Needs to be checked on - Trustees Simonds asked Mr. Andrew Acla to check with Mr. Strong to see if this had been completed.
- Trespassing posting – Vallonia Springs property posted according to the law – Mr. Andrew Acla informed the Village Board of Trustees that this is on the list to be done.
- Hydrant Flushing - Time Plan – Needs to be done while school is out for the summer. – Mr. Andrew Acla informed the Village Board of Trustees that he has been informed that there is a schedule that is followed during the flushing process. The schedule shows the direct path in which hydrant to begin the flushing process on to allow for the water to become less roily.

New Business:

- New hire Superintendent of Public Works – Andrew Acla – Trustee Simonds asked Mr. Acla to stand you to introduce himself. Mr. Alca gave the Village residents a brief introduction of his past employer, where he lives, how he is looking forward to meeting and working with everyone in Afton.
- The Village of Afton is currently accepting application for the Village of Afton Code Enforcement Officer. An ad has been placed in the Village of Afton’s official newspaper, The Tri-Town News.
- Visitor Pamela Wylubski asked how long the advertisement will run for the position of the Code Enforcement Officer. The Clerk / Treasurer stated she has placed the notice for 3 weeks. It was then asked about notice being placed in the Penny Saver. Mrs. Wylubski stated this would allow for the Village to receive a broad spectrum of applicants.
- A motion was made by Trustee Simonds to allow for the Clerk / Treasure to place notification of the accepting of applications for the Village of Afton Code Enforcement Officer in the Penny Saver. Seconded by Trustee Zablocki. All in favor motion passed.
- A motion was made by Trustee Simonds to approve the Mayor signing the shared services agreement between the Town of Afton & the Village of Afton. Seconded by Trustee Zablocki. All in favor, motion passed.
- A letter of request has been received by the Afton Chamber of Commerce. They are asking that the Village of Afton sponsor a hole during their annual golf tournament. The Village of Afton is not at liberty to sponsor, but if anyone is interested may do so on their own.
- A Resolution was made by Trustee Simonds that the Village of Afton location code 40350 has established a standard work day for its employees and will report days worked to the New York State & Local Employee’s Retirement System based on the time keeping system or the record of activities maintained and submitted by these members.

Title: Village Trustee standard work day of 6 Hours

Title: Clerk / Treasurer Standard work day of 8 Hours

Title: DPW Superintendent standard work day of 8 Hours

Seconded by Trustee Zablocki. All in favor, motion passed.

- Trustee Matthews along with Mr. Donald Lockwood received 2 estimates for the much needed replacement of a lawn mower. These estimates were received under the rules / regulations of the Village of Afton's procurement policy.
- A motion was made by Trustee Simonds to purchase a Kioti CK2510 HST Hydro mower from Afton Equipment Company Inc. Along with Kioti 322022 MID PTO , Kioti KM2560 FAB 60" Deck, in the amount of \$13,587.84. Seconded by Trustee Zablocki. All in favor, motion passed.
- The Village Board of Trustees were informed that we just received the newly printed Village of Afton Water Works Rules & Regulations Booklets. One was distributed around the table for review. These booklets will be mailed to all water customers.
- Trustee Zablocki asked about the missing American Flag in the Village triangle. He stated that he has a Flag for donation. He will drop it off at the Village Garage for placement on the flagpole.
- A reminder of the 6th Annual Joelyn Sines 5K Run /Walk has been added to the Community Calendar Events on WBNG TV. The Event will be held on Saturday, August 11th, 2018 with a start time of 9 am. Registration forms for this event can be found on the shared web site for the Town and Village at (www.townofafton.com).

Recognition of Visitors:

- Visitor April Leggett pointed out that the Village of Afton is in need of a 5th Planning Board Member. Ms. Leggett suggested Sara Weeks as a possible member. She stated that Ms. Weeks has been very active in trying to secure grant funding to help with the removal of dilapidated homes within the Village.
- At the time of this discussion Ms. Weeks was not in attendance. She had arrived to the meeting later.
- Visitor Jerry Harris suggested that Pamela Wylubski be nominated as a possible Planning Board Member. He stated that this would not interfere with her duties as the Town Justice.
- Visitors April Leggett & Jerry Harris also stated that Casey Conover may be interested in the Planning Board position.
- A motion was made by Trustee Zablocki to appoint Pamela Wylubski as a Planning Board Member. Seconded by Trustee Simonds. All in favor, motion passed.
- Visitor Janice Nickerson informed the Village Board of Trustees of the intent of the Village of Afton's Park Committee. They are looking into apply for grant funding to help place a

much needed sidewalk from the basketball court to the paly ground area on Pleasant Avenue. There is drainage that will also need to be placed along the sidewalk placement due to run off. On behalf of the Park Committee Ms. Nickerson is asking permission from the Village Board of Trustee to allow for the Parks Committee to apply for grant funding. In doing so the Parks Committee will need a copy of the Village of Afton's Current Budget.

- A motion was made by Trustee Simonds to allow for the Village of Afton's Parks Committee to apply for grant funding on behalf of the Village of Afton Property. Seconded by Trustee Zablocki. All in favor, motion passed.
- Visitor April Leggett stated that she had been in contact with Mr. Steve Fox, the County Code Enforcement Officer. To discuss the pursuant of grant funding for the abandon houses with in the Village. But while on the phone they had lost connection. He has not returned her call.
- New Superintendent of DPW Andrew Acla expressed to the Village Board of Trustees that some of the Village equipment is in need of replacing. He stated that the dump truck with the plow & salt box on it should be replaced before we go into winter. It's the main source of equipment used for plowing. He also state that the garage door is sticking. Plus he would like to update the Village cell phone.
- Trustee Simonds informed Mr. Acla to gather information on the replacement of these items for next Board Meeting.
- Visitor Jerry Harris informed Mr. Acla that he went by the Village Garage to speak to his this morning. He wanted to express to him the back ground on the hot patching that took place on East Main Street before his hire. Mr. Harris explained that he had spoken to the Afton Town Board about doing some ditching for the Village. There is a tree that is in need of removal on the East Side as well. The Mayor has contacted NYSEG to see if they are willing to remove the tree to the wires. Mr. Harris stated that once this is done we will need to contact 1 of the 2 companies that the Village uses for tree removal. Either the remaining wood will need to be hauled away by the Village workers or be removed by anyone who may want it for fire wood. Mr. Harris also informed Mr. Acla that the County Engineer could be of assistance with ditching process. We will need 3 estimates once we reach this part of the process.
- Discussions were made on the possibility of Walkie Talkies for the DWP crew. But that may cause issues during plow season. Perhaps a radio in the trucks would be best to help communicate with each other and even the Town.
- Visitor Daniel Fagnani from Delaware Engineering, D.P.C. spoke with the Village Board of Trustees about the water tank replacement process. He informed the Board that Governor Andrew M. Cuomo announced that \$275 million in grant funding is available to municipalities with infrastructure projects that protect or improve water quality and/or public health. This funding, available through the Water Infrastructure Improvement Act and the Intermunicipal Water Infrastructure Grants Program, is part of the Governor's historic \$2.5 billion Clean Water Infrastructure Act of 2017
- Visitor Sara Weeks suggested to the Village Board of Trustees that perhaps a grant committee should be formed to help obtain grand funding to help with the removal of the abandon / back tax sale houses within the Village. She would like to see at least 3 or more people on this Committee. Ms. Weeks also stated that before any process is started on the

condemning of any houses that the Village Board would first need to notify the property owner giving them 30 day period, per the Village of Afton Code Book. Ms. Weeks stated that she has sent information to the County to start the process, but has not heard from anyone. Visitor Pamela Wylubski suggested that Ms. Weeks try writing a letter to the County Board of Supervisors.

- A motion was made by Trustee Simonds to appoint Sara Weeks as Chairperson to the Village of Afton Revitalization Committee. Seconded by Trustee Zablocki. All in favor motion passed.
- Ms. Weeks already has several people that are in attendance tonight who have agreed to be a part of this new committee. There are as follows: April Leggett, Julie Grover, Janice Nickerson, and Shirley Butler. Mr. Jerry Harris recommends that they reach out to Casey Conover, he may be interested as well.
- Visitor Pamela Wylubski suggested that this New Committee have someone here at the Village Board Meetings every month to report to the Village Board of the happens and progress of the Committee.
- Visitor Pamela Wylubski asked the Village Board of Trustees if there was a deadline as to when they are wanting to hire a Code Enforcement Officer. Trustee Simonds replied as soon as possible.
- Visitor John Weibel asked the Village Board of Trustees what the job description is for the Village of Afton Code Enforcement Officer. Visitor Pamela Wylubski stated what the duties are of the Code Enforcement Officer. They are as follows to put into place to remove the campers, old campers, trash, un-mowed yards, pools, septic, junk removal and burning that is taking place within the Village.
- Visitor Pamela Wylubski asked the new Superintendent of DPW Andrew Acla if he knows Jeff Webb from Bainbridge, NY. Mr. Jeff Webb is the Superintendent of Highways, as well as, the Code Enforcement Officer for the Village of Bainbridge, NY. Mrs. Wylubski stated that he would be a great resource to Mr. Acla. Mr. Webb knows the Village of Afton's Codes.
- Visitor Jerry Harris asked about the pay scale for the Village of Afton Code Enforcement Officer. Visitor Jeffrey Butler stated that amount is \$2,782.00 yearly.
- A motion was made by Trustee Zablocki to adjourn our regular meeting at 8:10 pm and Seconded by Trustee Matthews. All in favor, motion passed.

Respectfully Submitted
Ann Palmatier
Clerk / Treasurer