

Village of Afton
Board of Trustees Meeting
Jack D. Bolster Community Center, Afton, NY
July 13, 2020

Minutes of the meeting of the Board of Trustees July 13, 2020 at 7:00 pm in the Susquehanna Room, 105 Main Street, Afton, NY

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

Mayor Nickerson announced at the start of the meeting that all visitors are asked to kindly hold all comments during the meeting until we reach the point in our agenda for public recognition.

Present: Mayor Nickerson, Trustee Muller, Trustees Lawrence, Trustee Simonds, Trustee Humphrey and Clerk/Treasurer Palmatier.

Visitors: Richard Cuthbertson and April Leggett.

- A motion was made by Trustee Humphrey authorizing Clerk/Treasurer to pay the following audited vouchers, Seconded by Trustee Lawrence. All in favor, motion passed.
General Fund Vouchers # 38 - 75, Totaling \$63,643.80.
Water Fund Vouchers # 8 – 15, Totaling \$8,980.65.
- Motion to accept previous minutes with no additions or correction, made by Trustee Lawrence, seconded by Trustee Simonds. All in favor, motion passed.

Monthly Report:

- **DPW/ Water:** No representative. Mayor Nickerson stated that we are in the process of a new hire. Mayor Nickerson stated the DPW crew have been working on painting crosswalks and placing forms for sidewalk at Leggett Park.
- **Police Department.** Report distributed. Mayor Nickerson stated that there was a report of an apparently homeless man within the Village. Deposit Police had him in their custody, when asked where he would like to go, the man said Afton. Both our State & local Police responded to a call, in which the man declined a ride. It is believed, that he has left the area, as he has not been seen.
- **Code Enforcement:** Report distributed. Mayor stated that it is available at the Village office if anyone wants a copy.
- **Planning Board:** Trustee Humphrey informed the Village Board of Trustees that the Planning Board held a meeting last week. Trustee Humphrey stated that Planning Board Member, Girard Matthews wanted to recommend that the Village set a motion to accept the current daily licensing fee. Trustee Humphrey stated that the Planning Board is continuing to gather information on chicken codes. He stated that the Village Board would be required to ask the Planning Board to come up with a proposed plan, which has been done. A

proposed plan does not mean that it is an accepted plan. Trustee Humphrey stated that there would only be a set amount of chickens allowable as well as permits would be a requirement to have chickens on properties located within the village limits. He also stated that yearly inspections would be necessary to ensure requirements are followed.

- Finance/Insurance: Up to date. Received the yearly policy and billing.
- Christmas Parade Committee: Remains the same.
- Parks Committee: Remains the same.
- Historian Report: Report distributed. Mayor Nickerson stated the report is available at the Village office if anyone wants a copy.
- Dog Control Officer: - No report.

Old Business:

Mayor Nickerson stated that most of the Old Business on the agenda would remain tabled, until a DPW Working Supervisor is hired.

- Fire Hydrants –
- Playground Equipment – Sidewalk forms have been set.
- Crosswalks –
- Sidewalks -
- Tree Removal –
- Chicken Discussion – Planning Board is working on a proposed written plan.

New Business:

- Trustee Lawrence questioned items on the 88 –BC Building Supplies billing.
- A motion made by Trustee Lawrence that the DPW Laborers would not make any purchases without consulting the Mayor or Trustee Lawrence or Trustee Humphrey, until the new Working Supervisor is put into place. Seconded by Trustee Humphrey. All in favor, motion passed.
- Continued Policy Updates – Mayor Nickerson informed the Village Board of Trustees that this is an ongoing process. The policy requirements for PESH have been updated at this time.
- Handicap Parking – Mayor Nickerson informed the Village Board of Trustees that she received a request from a property owner who has a handicap spot in front of his building

that no longer houses a business. The property owner was asking if the handicap spot could be removed. Mayor Nickerson stated that she reached out to the Department of Transportations. They has indicated that yes, this can be done. The Village is not required to place another spot within the Village by doing so. But that if we do we must inform DOT of the placement.

- Mirabito Billing – Mayor Nickerson informed the Village Board of Trustees of the fuel oil spilling bill clean up from Mirabito. A fuel leak was discovered by our Police Force on Saturday, June 6, 2020. Upon discovery, the Afton Fire District and Department of Environmental Conservation Office as well as Mirabito were called to the scene for inspection and clean up. Testing sights will continue in the fall for contaminations. Mirabito had just delivered 2 days prior to the leak discovery. A pin-sized hole was discovered in the tank.
- Building owner’s discussion about streetlights – Mayor Nickerson informed the Village Board of Trustees that she has spoken with NYSEG about possible pole placement on Main Street within the business district. NYSEG state there is no room for pole placement. The only way that lighting would be available would be to place lights on the buildings directly, these lights would be metered. Mayor Nickerson spoke with the VFW Officials and Mr. Mario Rutkiewicz about placement of lights on their side Main Street. Both parties are in agreement with the proposed idea.
- Mayor Nickerson had already found some information on the type of lighting available for this propose. Mayor Nickerson stated that she wants to form a committee to begin looking to the different types of lighting available for placements. Visitor April Leggett volunteered to help assist with the project. Mayor Nickerson asked Trustee Simonds if she would be willing to help as well, Trustee Simonds stated yes. Mayor Nickerson asked if they would have some information available to look at by our next board meeting.
- Remembrance Bench – Mayor Nickerson informed the Village Board of Trustees of a request of the Melita Family. Florence and Santo Melita, residents from 1975 to 2017. The family stated that they loved their life here in Afton. They are requesting to place a permanent inscriptive bench in honor of their parent’s love of Afton within the Village.
- A motion made to allow the Melita Family to place a remembrance bench within the Village of Afton, by Trustee Simonds. Seconded by Trustee Humphrey. All in favor, motion passed.
- A motion to approve a phone vote held on June 11, 2020 to hire Derek Butts as part time summer help at \$15.00 hourly with 26 hours weekly made by Trustee Muller. Seconded by Trustee Lawrence. All in favor, motion passed.
- A motion to approve a phone vote held on June 16, 2020 to form a web page for the Village of Afton, NY. Made by Trustee Muller, Seconded by Trustee Simonds. All in favor, motion passed.
- Mayor Nickerson informed the Village Board of Trustees that web page design is in process. She feels as though this step will be a better tool of communications for our residents.

- A motion made by Trustee Muller to accept the current daily licensing fee of \$10.00 per person and or unit, making an amendment of Local Law # 3 of 2001. Seconded by Trustee Simonds. All in favor, motion passed.
- This will require a Public Hearing to be held at the September Board Meeting.
- A motion made by Trustee Muller to accept the New Local Government Records Retention Schedule LSG -1 as our record keeping disposal reference. Seconded by Trustee Lawrence. All in favor, motion passed.

RESOLVED, By the Village Board of Trustees of the Village of Afton, N.Y. that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

(a) only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;

(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

- A motion made by Trustee Muller to accept the resignation of Officer in Charge, Quanison Wright effective July 9, 2020. Seconded by Trustee Simonds. All in favor, motion passed.
- A motion made by Trustee Muller for Officer Quanison Wright to continue his employment with the Village of Afton as the Senior Patrolman. Seconded by Trustee Simonds. All in favor, motion passed.
- A motion made by Trustee Humphrey to appoint Second Officer Ronald Swislosky as new Officer in Charge. Seconded by Trustee Lawrence. All in favor, motion passed.
- A motion made by Trustee Muller to appoint Anjelica Stanko from Senior Patrolman to Second Officer. Seconded by Trustee Humphrey. All in favor, motion passed.
- A motion made by Trustee Simonds to closed Acct. #3330 Justice Court Funds - \$39.73 and move into General Checking. Seconded by Trustee Muller. All in favor, motion passed.
- A motion made by Trustee Simonds to create a new position as Working Supervisor with a yearly salary of \$46,400.00. Seconded by Trustee Humphrey. All in favor, motion passed.

- A motion made by Trustee Simonds to appoint Bailey DeBetta in the newly created position as Working Supervisor with an tentative start date of July 27, 2020. Seconded by Trustee Humphrey. All in favor, motion passed.
- Mayor Nickerson informed the Village Board of Trustees that 2 Adirondack Chairs have been placed on Main Street. Mayor Nickerson has spoken with Rinker Agency as well as Sertoma, they too will be having chairs placed on Main Street. Mayor Nickerson stated that Stan Haynes who owns Haynes Wood Crafting had made the chairs. Mr. Haynes has also volunteered to recraft the flowerboxes in front of the VFW.

Recognition of Visitors:

- Visitor April Leggett, as Member of the Village Planning Board read aloud an article on bird flu and types of diseases that chickens may carry or be susceptible to. She expressed that this type of illness happens to chickens when they are in larger groups, such as farms. She stated that the Planning Board has reached out to the Norwich Cooperative Extension for assistance with the New York State Agriculture and Markets program for guidance with the chicken proposal.
- Visitor April Leggett asked Mayor Nickerson if there was a particular light source that she was interested in to be placed on Main Street. Mayor Nickerson expressed that she would like to see something that goes along with the time frame and looks of the building in which they are being placed on.
- Visitor Richard Cuthbertson stated that Sertoma was on board with the Adirondack Chair placement. Their only request is that their logo or Sertoma name be placed on the chairs. Mayor Nickerson stated that it could be arranged.
- Visitor Richard Cuthbertson asked Mayor Nickerson if they would be making the business owners pay for the electrical costs for the streetlight placements. Mayor Nickerson stated that the village would be responsible for the electrical costs of the lights.
- Visitor Richard Cuthbertson asked about the crosswalks needing repaving from Spring Street to Main Street. Mr. Cuthbertson stated that since this roadway was stoned, it has covered up the crossing area. Trustee Humphrey stated that most of our crosswalks are located on State Roads. Trustee Humphrey stated that it would probably take a couple more weeks for the stones to settle before we can repaint the crosswalks.
- A motion made by Trustee Humphrey to adjourn our regular meeting at 8:55 pm. Seconded by Trustee Simonds. All in favor, motion passed.

Respectfully Submitted
 Ann Palmatier
 Clerk / Treasurer

