

**Village of Afton**  
**Board of Trustees Meeting**  
**Jack D. Bolster Community Center, Afton, NY**  
**May 9, 2022**

Minutes of the meeting of the Board of Trustees held May 9, 2022 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 Lawrence, Trustee Humphrey, Trustee Komorowski, Trustee Winans, Clerk/Treasurer Palmatier, DPW Supervisor DeBetta, Officer in Charge, Stanko and Village Code Enforcement Officer Jeffrey Butler.

**Visitors:** Ronda Barriger and Patricia Wenner.

- A motion made by Trustee Lawrence authorizing Clerk/Treasurer to pay the current audited vouchers and the audited vouchers from the April 11, 2022 meeting. Seconded by Trustee Humphrey. All in favor, motion passed.

The Vouches from the April 11, 2022 meeting are as follows:

**General Fund Vouchers # 262 - 291, Totaling \$31,454.98.**

**Water Fund Vouchers # 96 – 104, Totaling \$12,169.30.**

Current vouchers from May 9, 2022 meeting are as follows:

**General Fund Vouchers # 292 - 321, Totaling \$56,795.52.**

**Water Fund Vouchers # 105 – 117, Totaling \$38,346.11.**

- Motion to accept previous minutes with no additions or correction, made by Trustee Lawrence. Seconded by Trustee Humphrey. All in favor, motion passed.

**Monthly Report:**

- **DPW/ Water:** Verbal report given by DPW Supervisor Bailey DeBetta. DPW Supervisor DeBetta informed the Village Board of Trustees that he's collecting price quotes for a generator for the springs. He stated that there is more chip's money available than, originally thought he's looking at doing more street maintenance later in the year. DPW DeBetta informed the Village Board that he and Trustee Humphrey met with Brendon Becker from Lamont Engineers as well as a representative from DN Tanks. The water tank replacement project is expected to begin by the end of this month and is projected to be finished by October 2022. DPW DeBetta said that once the old tank is ready to remove and the new one placed, there will be about a 5 hours water disruptions that will effect Spring Street residents. The tank swap process will be conducted during the time frame when school is out for the summer.
- **Police Department.** Report distributed. Read aloud by Officer in Charge, Stanko.

- Code Enforcement: Report distributed. Read aloud by Village Code Enforcement Officer Jeffrey Butler.
- Planning Board: Report distributed. Trustee Humphrey informed the Village Board of Trustees that there was an inquiry by a resident about the placement of a commissary kitchen within their barn. There are several steps that would need to be taken before moving forward.
- Finance/Insurance: up to date.
- Christmas Parade Committee: Remains the same. Trustee Komorowski informed the Village Board of Trustees that she is waiting until school is out before contacting Brenda James about the next Christmas Parade, as we have plenty of time.
- Parks Committee: Remains the same. Trustee Komorowski informed the Village Board of Trustees that there were very few discussions at the last parks meeting.
- Historian Report: Report distributed. Mayor Nickerson informed the Village Board of Trustees that the Historian, Mrs. Kathleen Ouimet will be taking four months off to focus on her health and her family.
- Dog Control Officer: - Report distributed.
- Afton Central School – No representative. Trustee Lawrence informed the Village Board of Trustees that the School will be remote for the remainder of this week, due to positive Covid cases. Trustee Lawrence expressed that it was her understanding that the school was a shelter for the community during times of need. She stated that she's not aware if the school needs direction from the American Red Cross Program to enact authorization of the school facilities for such. But considering the amount of time some were without power during the last storm, it would have been helpful.

#### **Old Business:**

- Email Address updates – Mayor Nickerson handed out email web address updates to each Trustee. She ask that they try to create a new email address to be used as a village web address through Woollybear Web. Mayor Nickerson stated that this will not work for the Police Department as they are required to have a different type of system. Trustee Lawrence asked Mayor Nickerson what the added cost is for this service. Mayor Nickerson stated that there is no charge currently for this added service.

#### **New Business:**

- A motion made by Trustee Humphry to accept the following, information for the Village of Afton, yearly Organizational Meeting.

**Village of Afton Organizational Resolutions as follows:**

## 2022-2023 Mayoral Appointments

<ul style="list-style-type: none"><li>• <b>Mayor</b> – Janice Nickerson ( 2022 – 2026)</li><li>• <b>Deputy Mayor</b> - Trustee Lawrence ( 2019 -2023)</li><li>• <b>Trustee – Four Term</b> – Robert Humphrey Jr. (2022- 2026)</li><li>• <b>Trustee – Four Term</b> – Andrew Winans (2022 -2026).</li><li>• <b>Trustee – One Term</b> – Rebecca Komorowski (2022 - 2023).</li><li>• <b>Clerk Treasurer</b> - Ann Palmatier</li><li>• <b>Chief Fiscal Officer</b> - Ann Palmatier</li><li>• <b>Tax Collector</b> - Ann Palmatier</li><li>• <b>Records Management Officer</b> - Ann Palmatier</li><li>• <b>Election Official</b> – Ann Palmatier</li><li>• <b>Superintendent of Public Works</b> - Bailey DeBetta</li><li>• <b>Village Attorney</b> - Nathan VanWhy, Coughlin &amp; Gerhart</li><li>• <b>Enforcement Officer</b> - Jeffrey Butler</li><li>• <b>Officer in Charge</b> – Anjelica Stanko</li><li>• <b>Auditor of Claims</b> – Mayor, All Trustee’s</li></ul>	<ul style="list-style-type: none"><li>• <b>DPW / Water Committee</b> – Trustee Humphrey Trustee Winans</li><li>• <b>Police Committee</b> – Trustee Winans Trustee Lawrence</li><li>• <b>Planning Board Committee</b> – Trustee Humphrey Trustee Komorowski</li><li>• <b>Finance / Insurance Committee</b> – Trustee Lawrence Trustee Komorowski</li></ul>
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WHEREAS, the board of trustees has determined to set the second Monday at 7:00 pm of every month for the official meeting night, and

WHEREAS, the board of trustees will meet on this night unless otherwise advertised,

NOW THEREFORE BE IT RESOLVED: That the board of Trustees shall hold their official’s meetings on the Second Monday of every month unless otherwise notified or advertised.

WHEREAS, the board of trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges, payroll.

WHEREAS, all such claims shall be presented at the next regular meeting for audit, and  
WHEREAS, the claimant and officer incurring or approving the same shall be jointly and severally liable for the any amount disallowed by the board of trustees,

NOW THEREFORE BE IT RESOLVED: That the board of trustees authorizes payment in advance of audit of claims for the public utility services, postage freight and express charges, payroll and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the board of trustees.

WHEREAS, the planning board has determined to set the first Monday at 7:00 pm of every month for the official meeting night.

**MILEAGE ALLOWANCE:**

WHEREAS, the board of trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their office duties on behalf of the Village:

NOW THEREFORE BE IT RESOLVED:

That the board of Trustees shall approve reimbursement to such officers and employees at the rate of \$0.50.

**MEETINGS AND CONFERENCES:**

WHEREAS, there is to be, held during the coming official year:

- a. The New York Conference of Mayors Annual Meeting and Training School.
- b. Annual NYS Conference of Mayors and other officials Public Work Training School for Public Works Superintendents
- c. NYS Rural Waterworks Association for Waterworks personnel;
- d. NYS Association of Municipal Purchasing Officials Annual School
- e. Unscheduled seminars and classes for miscellaneous topics including records management, audit, finance, planning and zoning, etc.

NOW THEREFORE BE IT RESOLVED;

That the following officers and employees are hereby authorized to attend the above: Mayor, Clerk/Treasurer Trustees, Superintendent of Public Works, Waterworks personnel, planning Board members, Zoning Officer and Zoning Board members all after giving the Board the proper notification and the seminars/conferences are within the approved budget.

**DESIGNATION OF OFFICIAL DEPOSITORIES:**

WHEREAS, the board of trustees, Pursuant to Section 4-412 of Village Law, designated that NBT Bank Corporation is the official depository for investment of funds for the Village of Afton needs.

**MAYORAL DESIGNATIONS:**

Planning Board

- Bruce Bosket
- Ernest Cutting Jr.
- April Leggett
- William Hosier
- Girard Matthews – Chair Person

Zoning Board

- Charles Torres
- Michael Lawrence

Village Historian

- Kathleen Ouimet

**OTHER ANNUAL**

Official Radio  
Official Newspaper  
Official Signature

**MAYORAL DESIGNATIONS:**

WCDO, Sidney  
The Evening Sun & The Penny saver  
Mayor Nickerson, Clerk Treasurer Ann Palmatier

The next Village Organizational meeting, shall be, held, at the May 2023 regular scheduled meeting. The current policies adopted by the village of Afton, shall continue to be in place.

- Procurement Policy
- Policy Against Discrimination and Harassment
- Policy on Sexual Harassment
- Workplace Violence Policy and Procedure
- Municipal Ban on Weapons in the Workplace
- Internet, E-mail and Computer Usage Policy
- All adopted Policies pertaining to the Village of Afton Police Department.

The Village Clerk Treasurer has the authorization by the Village Board of Trustees to pay any claims in advance. All other Village committees will remain the same.

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

- A letter of request was received from the Greater Afton Area Chamber of Commerce asked for a waiver of vending fees for the Afton Arts and Crafts Festival to be held on August 20<sup>th</sup> & 21<sup>st</sup>, 2022.
- A motion made by Trustee Humphrey to waiver the vending permits and fees for the Afton Arts and Crafts Festival hosted by the Greater Afton Area Chamber of Commerce on August 20<sup>th</sup> & 21<sup>st</sup>, 2022. Seconded by Trustee Winans. All in favor, motion passed.
- A motion made by Trustee Winans to close the village office on Tuesday, May 17, 2022. Seconded by Trustee Lawrence. All in favor, motion passed.
- A motion made by Trustee Humphrey to close the village office on Monday 30, 2022, in observance of Memorial Day. Seconded by Trustee Lawrence. All in favor, motion passed.
- A motion made by Trustee Humphrey not to spend no more than \$200.00 for flowers for the bikes on Main Street. Seconded by Trustee Winans. All in favor, motion passed.
- A motion made by Trustee Lawrence to hold a Public Hearing on June 13, 2022 at 7:05pm for the adoption of Local Law #1 of 2022 for authorizing the Village of Afton's Board and Committees to use videoconferencing technology to participate in public meetings.

**VILLAGE OF AFTON  
LOCAL LAW NO. 1 FOR THE YEAR 2022**

**A LOCAL LAW AUTHORIZING THE VILLAGE OF AFTON'S BOARDS AND  
COMMITTEES TO USE VIDEOCONFERENCING TECHNOLOGY TO  
PARTICIPATE IN PUBLIC MEETINGS**

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

**Section 1. Legislative Intent**

It is the intent of this local law to give the Village Board, Zoning Board and Planning Board, and all committees or subcommittees of the Village of Afton, the authority to participate

in meetings via videoconference in a manner consistent with the Village's videoconferencing policy and the authority granted in Public Officers Law § 103-a.

## Section 2. Authority

This local law is adopted pursuant to Public Officers Law § 103-a which expressly authorizes the Village Board to adopt a local law giving the Village Board, Zoning Board and Planning Board, and all committees or subcommittees of the Village of Afton the authority to participate in meetings via videoconference from locations not accessible to the public so long as a quorum of the applicable body participates from locations where the public may be physically present and other conditions are met.

## Section 3. Videoconferencing for Public Meetings

The Village Board authorizes members of the Village Board, Zoning Board and Planning Board, and all committees or subcommittees of the Village of Afton to participate in meetings using videoconferencing technology in a manner consistent with Public Officers Law § 103-a and the Village's videoconferencing policy adopted by the Village Board.

## Section 4. Remainder

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

## Section 5. 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 6. 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.

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

- A motion made by Trustee Humphrey to hold a Public Hearing on Wednesday, May 18, 2022 at 7:00 pm in the Jack D. Bolster Community Center, 105 Main Street, Afton, NY, for the violation of water rules and regulations. Seconded by Trustee Winans. All in favor motion passed.
- A motion made by Trustee Lawrence to move a total of \$3,443.37, from Capital Reserves Water Improvement Savings Fund for the payment to Lamont Engineers for engineering services as follows:

(8320.40 – Well Source Supply Contractual Expense – for \$3,443.37). These funds will be part of the American Rescue Plan Act. Seconded by Trustee Humphrey. All in favor, motion passed

- A motion made by Trustee Humphrey to move a total of \$4,800.89 from (1990.40 – Contingency Fund) out of General Budget for the following Budget Appropriations: (A1640.43 – Central Garage Telephone – for \$84.17). (A5110.43 – Fuel & Diesel– for \$3,433.05). (8160.40 – Refuse & Garbage for \$2.04). (A9030.80 – Social Security – for \$1,281.63). Seconded by Trustee Lawrence. All in favor, motion passed.
- A motion made by Trustee Humphrey to move a total of \$2,429.47 from (1990.40 – Contingency) in our Water Budget for the following Budget Appropriations: (1910.40 – Unallocated Insurance – for \$555.71). (8330.10 – Personal Service Weekend Water – for \$769.00). (8330.43 – Lab Tests – for \$593.00). (8340.12 – Employees Salary – for \$482.10). (8340.47 – Pump House Heat – for \$29.66). Seconded by Trustee Lawrence. All in favor, motion passed.

#### **Recognition of Visitors:**

- Visitor Rhonda Barriger presented the Village Board of Trustees with a letter of request of waivers from the Afton Driving Park and Agricultural Association for events held at the Afton Fairgrounds, which would financially benefit the Afton Driving Park and Agricultural Association. The waiver of permits for requested dates will be for the 2022 Afton Fair and for events held in 2022.
- A motion was made by Trustee Lawrence to waive the vender permit fees for The Afton Driving Park and Agricultural Association for the 2022 Fair and other events of 2022 that would directly benefit the Afton Driving Park and Agricultural Association. Seconded by Trustee Humphrey. All in favor, motion passed.
- Visitor Ronda Barriger from the Afton Driving Park and Agricultural Association requested the use of the Village Parking Area across from the Fairgrounds during the week of the Fair. The Village Board of Trustees agreed to grant the request providing they don't allow parking in the area that the DPW mark off, due to safety precautions.
- Visitor Wenner asked what it meant for the Village to waive permit fees for the Chamber for the Afton Arts and Crafts Festival. It was explained that no fees would be given to the Chamber for events held within the village.
- A motion made by Trustee Humphrey to adjourn our regular meeting at 8:00 pm. Seconded by Trustee Winans. All in favor, motion passed.

Respectfully Submitted

Ann Palmatier, Clerk / Treasurer