

Village of Afton
Board of Trustees Meeting
Jack D. Bolster Community Center, Afton, NY
May 8, 2023

Minutes of the meeting of the Board of Trustees held May 8, 2023 in the Susquehanna Room, 105 Main Street, Afton, NY

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

Present: Mayor Dedman, Trustee D. Lawrence, Trustee Humphrey, Trustee Winans, Trustee T. Lawrence, Clerk/Treasurer Palmatier, Officer in Charge Stanko and Village Code Enforcement Officer Jeffrey Butler.

Absent: DPW Supervisor DeBetta.

Visitors: Barbra Strier, Maryann Palmetier, Linda Matthews, Donald Ouimet, John Lawrence, Rebecca Komorowski, Thomas O'Donnell, David Hollister, Kristyn DeGroat and Susan Wainwright.

- A motion made by Trustee Humphrey authorizing Clerk/Treasurer to pay the following audited vouchers. Seconded by Trustee D. Lawrence.
All in favor, motion passed.

General Fund Voucher's # 324 - 351, totaling \$21,143.98.

Water Fund Voucher's # 132 – 143, totaling \$14,203.22.

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

Monthly Report:

- DPW/ Water: No report, DPW Supervisor DeBetta absent.
- Police Department. Report distributed, read aloud by Officer in Charge Stanko.
- Code Enforcement: Report distributed, read aloud by Code Enforcement Officer Butler.
- Planning Board: Trustees Humphrey informed the Village Board of Trustees that the Planning Board has been approached by Buell Fuels about a placement of a 500 gallon propane resell station at their location at 214 Main Street, for the purpose of filling 20lb propane cylinders. This request was not in their original 239 site plans brought before the Planning Board. They will need to resubmit for a new 239 site plan to be presented to the Village Planning Board as well as the Chenango County Department of Planning & Development Board.
- Finance/Insurance: Remains the same.
- 4 Towns Forward: No report.
- Historian Report: Report distributed.

- Dog Control Officer: - No report.
- Afton Central School – Visitor Kristyn DeGroat, the Afton Central School Business Manager presented the Village Board of Trustees along with those in attendance a copy of the proposed 2023 -2024 School Budget. Ms. DeGroat gave a breakdown of the anticipated revenues and expenditures that are expected for the next school year. She answered questions presented by both the public and the Village Board of Trustees.

Old Business:

- Discussion of meeting procedures and election poll watchers – Mayor Dedman stated that he needs to gather more research with other municipality’s as well as the compliances set forth with New York State Conference of Mayors (NYCOM). Trustee D. Lawrence said they will be restructuring the guidelines for the public comment section pertaining to board meetings, to ensure order.
- Discussion of Norfolk Southern Corporation Lease Agreement. – Mayor Dedman stated that this is an ongoing effort as we continue to reach out to the proper department for discussion.
- Discussion of proposed fence code – tabled.

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:

2023-2024 Mayoral Appointments

<ul style="list-style-type: none">• Mayor – Three Year Term - Patrick Dedman (2023 – 2026)• Deputy Mayor – Trustee D. Lawrence (2023 -2027)• Trustee – Four Year Term – Robert Humphrey Jr. (2022- 2026)• Trustee – Four Year Term – Andrew Winans (2022 - 2026).• Trustee – Four Year Term – Tyler Lawrence (2023 - 2027).• Clerk Treasurer - Ann Palmatier• Chief Fiscal Officer - Ann Palmatier• Tax Collector - Ann Palmatier• Records Management Officer - Ann Palmatier• Election Official – Ann Palmatier• Superintendent of Public Works - Bailey DeBetta• Village Attorney - Nathan VanWhy, Coughlin & Gerhart• Enforcement Officer - Jeffrey Butler• Officer in Charge – Anjelica Stanko• Auditor of Claims – Mayor, All Trustee’s	<ul style="list-style-type: none">• DPW / Water Committee – Trustee Humphrey Trustee Winans• Police Committee – Trustee D. Lawrence Trustee T. Lawrence• Planning Board Committee – Trustee Humphrey Trustee Winans• Finance / Insurance Committee – Trustee D. Lawrence Trustee T. Lawrence
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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 and 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 \$0.66/mile.

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, designates NBT Bank Corporation is the official depository for investment of funds for the Village of Afton needs.

MAYORAL DESIGNATIONS:

Planning Board

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

Zoning Board

- Michael Lawrence
- Kenneth Vail

Village Historian

- Kathleen Ouimet

OTHER ANNUAL**MAYORAL DESIGNATIONS:**

Official Radio	WCDO, Sidney
Official Newspaper	The Evening Sun & The Pennysaver
Official Signature	Mayor Dedman, Clerk Treasurer Ann Palmatier

The next Village Organizational meeting, shall be, held, at the May 2024 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 Winans. All in favor, motion passed.

- A motion made by Trustee D. Lawrence to move a total of \$50.00 from (1989.40 – General Contractual Support) out of General Budget for the following Budget Appropriations:
 (A5010.40 – Street Administrative Dues – for \$50.00).
 Seconded by Trustee Humphrey. All in favor, motion passed.
- A motion made by Trustee T. Lawrence to move a total of \$131.84 from (A3120.20 – Police Equipment & Vehicle Expense) out of General Budget for the following Appropriations:
 (A3120.43 – Police Telephone – for \$131.84).
 Seconded by Trustee D. Lawrence. All in favor, motion passed.
- A motion made by Trustee Humphrey to move a total of \$3,669.30 from (A1420.40 –Attorney Contractual) out of General Budget for the following Budget Appropriations:
 (A1325.10 – Clerk Treasurer – for \$2,400.00).
 (A9060.80 – Hospital & Medical Insurance – for \$1,003.01).
 (A5182.40 – Street Lights – Electric – for \$266.29).
 Seconded by Trustee T. Lawrence. All in favor, motion passed.
- A motion made by Trustee D. Lawrence to move a total of \$1298.24 from (A1999.40- Contingency Fund) out of General Budget for the following Budget Appropriations:
 (A1620.42 – Building Electric – for \$640.06).
 (A1640.43 – Garage Telephone – for \$129.10).
 (A1640.44 – Garage Oxygen/Tools – for \$50.12).
 (A9060.80 – Hospital & Medical Insurance – for \$ 478.96).
 Seconded by Trustee Winans. All in favor, motion passed.

- A motion made by Trustee D, Lawrence to move a total of \$1,500.00 from (8340.15- Employee Overtime) out of Water Budget for the following Budget Appropriations:
(8330.10 – Personal Services Weekend Water – for \$120.00).
(9060.80 – Medical Insurance – for \$686.81).
(8310.11 – Clerk Treasurer –for \$693.19).
Seconded by Trustee T. Lawrence. All in favor, motion passed.
- A motion made by Trustee D. Lawrence to move a total of \$1968.37 from (8330.43 – Lab Tests) out of Water Budget for the following Budget Appropriations:
(833.41 – Chemicals - for \$748.41).
(8310.11 – Clerk Treasurer –for \$1,219.96).
Seconded by Trustee T. Lawrence. All in favor, motion passed.
- A motion made by Trustee D. Lawrence to move a total of \$253.45 from (1990.40- Contingency) out of Water Budget for the following Budget Appropriations:
(8310.11 – Clerk Treasurer –for \$253.45).
Seconded by Trustee Winans. All in favor, motion passed.
- A motion made by Trustee Winans to move a total of \$933.40 from (1420.40 – Attorney Contractual) out of Water Budget for the following Budget Appropriations:
(8310.11 – Clerk Treasurer –for \$933.40).
Seconded by Trustee T. Lawrence. All in favor, motion passed.
- A motion made by Trustee D. Lawrence to close Village Office on Monday, May 29, 2023 in observance of Memorial Day.
Seconded by Trustee T. Lawrence. All in favor, motion passed.

Recognition of Visitors:

- Visitor Linda Matthews expressed her concern over the possible placement of a 500 gallon propane tank station within the village limits. She said that many years ago there was an issue with local kids playing with one near the school, everyone in the surrounding neighborhood had to evacuate their homes.
- Visitor Susan Wainwright expressed her dissatisfaction of being notified by the County Health Department that someone called the County to see if her food truck had the proper inspections and permits required to operate. It was explained that the Village Code Officer, Butler was just doing his job, by following up on an anonymous question about her having the proper inspections. Ms. Wainwright asked if she was required to get a village permit to operate within the village. It was explained as long as she remains on private property, she is not required to get a vending permit.
- Visitor Susan Wainwright said that she will be helping Ronnie Ford with the races, he would like to know if he can get the required permits for the year. It was explained that Mr. Ford has spoken to the Village Board of Trustees about this issue previously, he is aware of what the requirements are. The Board is aware that Mr. Ford operated without the proper permits on Saturday. It was explained that there are options of a day, a month, six months and a year pertaining to permits being issued. Trustee D. Lawrence told Ms. Wainwright that she would get the information on the permits.

- Visitor Barbara Strier, Chenango County Deputy Treasurer for the Delinquent Tax Services spoke with the Village Board of Trustees about the possibility of the village purchasing the two yellow houses on Main Street. She had spoken with the pervious Mayor about the village purchasing them once they came back to the County for the back tax sale. This is a vicious cycle with these houses, this is the third time around on the back sale. Ms. Strier said that she is willing to place a bid for the village to the finance committee for the possible purchase of these properties at a considerably lower rate than what is owed. Her recommendation is that the village offer a \$1,000.00 for each parcel. She states that it does need to be approved by the Finance Committee. Ms. Strier also indicated that there's a closing cost fee for each parcel at \$205.00 each. There were many discussions with the Village Board of Trustees as to the cost of the demolition process. It was decided that the Village Board of Trustees would go into executive session for further discussion. Ms. Strier expressed that if the village is interested that she would need to know by Friday, May 12, 2023, if the village chooses to move forward.
- Visitor Rebecca Komorowski wanted to share that HALos will be hosting a Camp Hugs on Saturday, June 3, 2023 from 10:00 am until 4:00 pm as part of a grieving program. They will be placing a planters box (6 X 4) filled with dirt to plant, flowers to watch them grow, as metaphor of growing with grief. If it rains they will move the program inside. Ms. Komorowski questioned if HALos would need to get a permit for such a program. Trustee D. Lawrence stated that a permit for this is not required.
- Visitor Rebecca Komorowski wanted to share that HALos will be hosting the 3rd annual bike parade on Monday, June 19, 2023 at 10:00 am. This event will be held at the Fairgrounds, with a ride around the track. All parents and children are welcome to attend. HALos will supply all the decorations need to dress up your bikes. There will be prizes given for the best decorated bike. Afterwards they will move across the street to the East Side Park Pavilion for healthy snacks and playing games.
- Visitor David Hollister stated that he is following up on last month's meeting. He would like to meet to discuss the water billing, he feels as though they are being charged too much. Trustee D. Lawrence and Trustee Humphrey agreed that they would set up a time to meet.
- A motion made by Trustee D. Lawrence to enter into executive session at 8:40 pm to discuss the proposed acquisition, sale, or lease of real property. Seconded by Trustee T. Lawrence. All in favor, motion passed.
- A motion made by Trustee Humphrey to exit executive session at 9:00 pm. Seconded by Trustee Winans. All in favor, motion passed.
- A motion made by Trustee T. Lawrence to make an offer of \$1,000.00 per parcel to Chenango County Delinquent Tax Services for the sale or purchase of the properties located at 79 & 81 Main Street, to include the closing cost fee for each parcel at \$205.00 each. Seconded by Trustee Humphrey. All in favor, motion passed.
- A motion made by Humphrey to adjourn our regular meeting at 9:03 pm. Seconded by Trustee D. Lawrence. All in favor, motion passed.

Respectfully Submitted,

Ann Palmatier
Clerk / Treasurer