

Village of Afton
Board of Trustees Meeting
Jack D. Bolster Community Center, Afton, NY
May 13, 2024

Minutes of the meeting of the Board of Trustees held May 13, 2024 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 T. Lawrence, Clerk/Treasurer Palmatier and DPW Supervisor DeBetta, Village Code Enforcement Officer Jeffrey Butler and Officer in Charge Frank Ventura.

Visitors: Linda Matthews, Brendon Becker, Lamont Engineers, Judy Hinman and Daron Schultes.

- 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 # 270 - 301, totaling \$119,850.52.

Water Fund Voucher's # 114 – 125, totaling \$3,303.99.

- Motion to accept previous minutes with no additions or correction made by Trustee T. Lawrence. Seconded by Trustee Humphrey. All in favor, motion passed.
- Open Public Hearing at 7: 00 pm for the purpose of obtaining citizen's view and comments relative to the submission of an application to Empire State Development for financial assistance under the Restore NY Communities Initiative.
- Visitor Brendon Becker, Lamont Engineers, informed those in attendance that the village has applied for the funds through the Empire State Development for financial assistance under the Restore NY Communities Initiative to try and received funds for the removal of the 2 yellow houses. Mr. Becker asked the Village Board of Trustees if there were any other properties located within the village that could benefit by being include with this grant. He is aware that HALso is a consideration, however, there are too many occupants in the building for consideration. Mr. Becker suggested the old Vincent building, as in the past, he's aware that the property owner was interested. Mr. Becker stated that the property owner is responsible for a 10% match of funds restoration costs. Mr. Becker stated that this business owner could be added to the list providing that the board is favor, but someone will need to contact them to discuss it.

Monthly Report:

- DPW/ Water: Verbal report given by DPW Supervisor DeBetta.
- Trustee Humphrey suggested that perhaps the village should consider hiring a part- time helper for the summer with the sidewalks while Mr. Lockwood is on light duty.

- A motion was made by Trustee Humphrey to hire a part time summer helper to work a total of 24 hours a week at minimum wage. Seconded by Trustee T. Lawrence. All in favor, motion passed.
- Police Department. Verbal report given by Officer in Charge, Ventura.
- Code Enforcement: Verbal report given by Code Enforcement Officer Butler.
- Planning Board: Trustee Humphrey informed the Village Board of Trustees that he did not attend the last Planning Board Meeting. Information pertaining to an electric car charging station was received and distributed to the Planning Board Members.
- Finance/Insurance: The Clerk/ Treasurer informed the Village Board of Trustees that the equipment list was just updated for our new insurance policies. The Mayor indicated that he has already met with the village insurance representative about our new policies, he has some things to discuss with the Village Clerk/Treasurer and DPW Supervisor DeBetta before the policies are finalized.
- 4 Towns Forward: Visitor Judy Hinman stated that the 4 Towns Forward had just held a homelessness meeting to try and figure out where the needs are within each community. She stated that everyone is welcome to attend the board meetings of each town and village to gather more information. Mrs. Hinman stated that the 4 Towns Forward concert set for July 6, 2024 at the Sidney Airport is just about sold out of VIP tickets.
- Historian Report: Report distributed.
- Dog Control Officer: - Report distributed.
- Afton Central School – No representative.

Old Business:

- Railroad discussion. – Trustee D. Lawrence informed the Village Board of Trustees that she continued to reach out to the representative from the Railroad Company in regards to the billing that the village has received. We have received an updated billing, however, Trustee D. Lawrence was informed that the village would be receiving a refund, due to the correction made on the amount that the village should be paying.
- Progress on the 2 Yellow Houses. The village has submitted for grant funds with Empire State Development through the Restore New York Funding Program to hopefully receive funds to help with the cleanup and demolition of these two properties.
- Water Meter Project Progress. – Brendon Becker, Lamont Engineers informed the Village Board of Trustees that some of the different type of water meters require that the village purchase an annual subscription for running the program that could cost up to \$6000.00. He does not want to see the village take on that added cost. He has proposed that he compile a spread sheet list of the 3 companies that are best suited for the village's needs. Mr. Becker will create an itemized estimated break down of the costs and supply of each meter to be presented to the Village Board of Trustees.

New Business:

- A motion made by Trustee D. Lawrence to accept the following, information for the Village of Afton, yearly organization.

**Village of Afton Organizational Resolutions as follows:
2024-2025 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 – • 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 – Frank Ventura • Auditor of Claims – Mayor, All Trustee’s 	<ul style="list-style-type: none"> • DPW / Water Committee – Trustee Humphrey • Police Committee – Trustee D. Lawrence Trustee T. Lawrence • Planning Board Committee – Trustee Humphrey • 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.

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 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 official 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

- Bruce Bosket
- Ernest Cutting Jr.
- April Leggett
- William Hosier

Zoning Board

- Kenneth Vail
- Gerald Harris
- Gerianne Hurney

Village Historian

- Melanie Hager Mueller

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 claims for public utility services, postage, and freight and express charges in advance of audited claims. All other Village committees will remain the same.

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

- A Resolution was made by Trustee Humphrey that the Village of Afton location code 40350 has established a standard workday 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 Mayor standard workday of 6 Hours
Title: Village Trustee standard workday of 6 Hours
Title: Village Code Enforcement Officer standard workday of 6 Hours
Title: Village Part Time Police Officers standard workday of 6 Hours
Title: DPW Superintendent standard workday of 8 Hours
Title: DPW Labors standard workday of 8 Hours
Title: Clerk / Treasurer standard workday of 8 Hours

Seconded by Trustee D. 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 24th & 25th, 2024.
- A motion made by Trustee Humphrey to waive the vending permits and fees for the Afton Arts and Crafts Festival hosted by the Greater Afton Area Chamber of Commerce on August 24th & 25th, 2024. Seconded by Trustee D. Lawrence. All in favor, motion passed.
- A motion made by Trustee T. Lawrence to move \$4,401.75 in general budget from Contingency Fund (A1999.40), for budget overages to the following:

- A. Electricity for Parks (A7110.42), for \$55.76.
- B. Electricity Buildings (A1620.42), for \$903.76.
- C. Garage Heat (A1640.41), for \$156.18.
- D. Garage Telephone (A1640.43), for \$162.46.
- E. Police Telephone (A3120.43), for \$203.44.
- F. Police Office Supplies (A3120.46), for \$164.49.
- G. Streetlights Contractual (A5182.40, for \$2,549.72
- H. Unallocated Insurance (A1910.40), for \$137.50
- I. Publicity (A6410.40), for \$68.44

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

- A motion made by Trustee T. Lawrence to move \$454.46 in the water budget from Contingency (1990.40), for budget overages to the following:
 - A. Weekend Water (F8330.10), for \$235.38.
 - B. Chemicals (F8330.41), for, \$55.00.
 - C. Lab Tests (F8330.43), for \$58.32.
 - D. Building Electric (F8340.41), for \$105.76.

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

- A motion made by Trustee T. Lawrence close Village Office at Noon on Tuesday, May 14, 2024. Seconded by Trustee D. Lawrence. All in favor, motion passed.
- A motion made by Trustee D. Lawrence to close Village Office on Monday, May 27, 2024, in observance of Memorial Day. Seconded by Trustee T. Lawrence. All in favor, motion passed.
- Public Comments – Mayor Dedman asked if there were any public comments relative to the submission of an application to Empire State Development for financial assistance under the Restore NY Communities Initiative, there were none.
- A motion made by Trustee D. Lawrence to close the Public Hearing for the purpose of obtaining citizens’ view and comments relative to the submission of an application to Empire State Development for financial assistance under the Restore NY Communities Initiative. Seconded by Trustee T. Lawrence. All in favor, motion passed.
- A motion made by Trustee Humphrey to adopt the Restore NY SEQR. Seconded by Trustee T. Lawrence. All in favor, motion passed.

Resolution as follows:

WHEREAS, the Village Board of Trustees of the Village of Afton is undertaking Restore NY Round 8 Project (hereinafter called “the Project”) to seek funding for the demolition of the properties at 79 and 81 Main Street; and;

NOW, THEREFORE BE IT RESOLVED BY THE VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF AFTON AS FOLLOWS:

1. The Village Board of Trustees intends to proceed with the Restore NY Round 8

Project to demolition 79 and 81 Main Street, and

2. The Board of Trustees hereby determines that the project is a Type II action pursuant to The State Environmental Quality Review Act (SEQRA), Article 8 of the New York Environmental Conservation law and its implementing regulations, 6 NYCRR Part 617 And pursuant to potential funding program requirements; and
 3. The Village Board of Trustees hereby declares itself to be the Lead Agency for purposes of coordinated review pursuant to SEQRA; and
 4. The Board of Trustees has determined that this project is considered a maintenance project and will not have any negative impacts. Therefore, it is resolved that the Board of Trustees has determined there is no significant environmental impacts.
- A motion made by Trustee Humphrey to pass a resolution for the Village of Afton, NY to enter into the Pro-Housing Communities. Seconded by Trustees T. Lawrence.

Resolution as follows:

WHEREAS, the Village of Afton (hereinafter “local government”) believes that the lack of housing for New York residents of all ages and income levels negatively impacts the future of New York State’s economic growth and community well-being;

WHEREAS, the housing crisis has negative effects at regional and local levels, we believe that every community must do their part to contribute to housing growth and benefit from the positive impacts a healthy housing market brings to communities;

WHEREAS, we believe that supporting housing production of all kinds in our community will bring multiple benefits, including increasing housing access and choices for current and future residents, providing integrated accessible housing options that meet the needs of people with sensory and mobility disabilities, bringing economic opportunities and vitality to our communities, and allowing workers at all levels to improve their quality of life through living closer to their employment opportunities;

WHEREAS, we believe that evidence showing that infill development that reduces sprawl and supports walkable communities has significant environmental and public health benefits; and

WHEREAS, we believe that affirmatively furthering fair housing and reducing segregation is not only required by law, but is essential for keeping our community strong and vibrant;

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Village of Afton, in order to take positive steps to alleviate the housing crisis, adopts the Pro- Housing Communities pledge, which will have us endeavor to take the following important steps:

1. Streamlining permitting for multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.

2. Adopting policies that affirmatively further fair housing.
 3. Incorporating regional housing needs into planning decisions.
 4. Increasing development capacity for residential uses.
 5. Enacting policies that encourage a broad range of housing development, including multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.
- A motion make by Trustee D. Lawrence to pass a resolution for the Village of Afton enter into Round 8 of the Restore NY Communities Initiative Municipal Grant Program Seconded by Trustees T. Lawrence.

Resolution as follows:

Restore NY Application

WHEREAS the Village of Afton is eligible for grant funding under Round 8 of the Restore NY Communities Initiative Municipal Grant Program, and

WHEREAS the Village Board of Trustees has considered proposals that qualify for funding under the program and selected one project to be included in an application that will be submitted to Empire State Development Corporation (ESDC) as follows:

Redevelopment of the two yellow houses, Parcels 289.14-1-7 and 289.14-1-8, 79 and 81 Main Street in the Village of Afton. These two properties have continually been zombie properties within the Village and are no longer salvageable for restoration. The project will include the demolition of these buildings to allow the parcels to be sold for development of suitable housing to address the housing needs of the Village.

WHEREAS this project is consistent with all existing local plans, the proposed financing is appropriate for the project, the project will facilitate effective and efficient use of existing and future public resources so as to promote both economic development and preservation of community resources and the project develops and enhances infrastructure and/or other facilities in a manner that will attract, create and sustain employment opportunities in the Village of Afton.

NOW THEREFORE BE IT RESOLVED that the Village Board of Trustees hereby supports and will sponsor an application for Restore NY funding for 79 and 81 Main Street and will administer the grant in accordance with all applicable rules and regulations established by ESDC, and

BE IT FURTHER RESOLVED that the *Mayor* is authorized to sign the applications, agreements and any application fees required by ESDC for grant funding that results from the application.

- A motion made by Trustee Humphrey to hold a public hearing at the next regular scheduled board

meeting on Monday, June 10, 2024 at 7:00 pm for the purpose of obtaining citizens view and comments related to the submission of an application to the Consolidated Funding Application (CFA) to improve New York State's business climate and expand economic growth. Seconded by Trustee D. Lawrence. All in favor, motion passed.

Recognition of Visitors:

- Visitor Daron Schultes informed the Village Board of Trustees that the details of the Memorial Day Parade are coming together. He stated that he should have the programs finished this week outlining the masters of ceremonies. The lineup time for anyone wishing to join in the parade will begin a 9:00 am at the St. Ann's Episcopal Church parking lot.
- A motion made by Trustee D. Lawrence to enter into executive session at 8:25 pm to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Seconded by Trustee Humphrey. All in Favor, motion passed. Mayor Dedman invited Office in Charge Ventura to stay for the executive session.
- A motion made by Trustee Humphrey to exit executive session at 9:15 pm. Seconded by Trustee D. Lawrence. All in favor, motion passed.
- A motion made by Trustee Humphrey to adjourn our regular meeting at 9:25 pm. Seconded by Trustee T. Lawrence. All in favor, motion passed.

Respectfully Submitted,

Ann Palmatier,
Clerk / Treasurer