

**Village of Afton
Board of Trustees Meeting
Jack D. Bolster Community Center, Afton, NY
May 12, 2025**

Minutes of the meeting of the Board of Trustees held May 12, 2025, in the Susquehanna Room, 105 Main Street, Afton, NY.

Meeting called to order at 7:00 pm, by Deputy Mayor, Trustee D. Lawrence, who welcomed those in attendance.

Deputy Mayor, Trustee D. Lawrence stated, “We are short two board members tonight”. “However, we do have a quorum”. We will be recording votes made tonight individually.

Present: Trustee D. Lawrence, Trustee Humphrey, Trustee L. Matthews, Clerk/Treasurer Palmatier, DPW Supervisor DeBetta and Officer in Charge Frank Ventura.

Absent: Mayor Dedman, Trustee T. Lawrence and Code Enforcement Officer Butler.

Visitors: Jim Parkinson, Ivan Byler, Jason Wicks, April Leggett, Gerianne Hurney, Marge Petrie, Daron Schultes, Brendon Becker and Judy Hinman.

- Motion authorizing Clerk/Treasurer to pay the following audited vouchers.
General Fund Vouchers # 267 - 284, Totaling \$15,430.50.
Water Fund Vouchers # 101 – 111, Totaling \$9,550.74.

Motion as Follows:

Trustee Lawrence – Aye
Trustee Matthews – Aye
Trustee Humphrey – Aye
All in favor, motion passed.

- Motion to accept previous minutes with no additions or corrections.
Motion as Follows:
Trustee Lawrence – Aye
Trustee Matthews – Aye
Trustee Humphrey – Aye
All in favor, motion passed.

Monthly Report:

- **DPW/ Water:** Verbal report given by DPW Supervisor DeBetta. He presented the Village Board of Trustees with a quote on the replacement of two fire hydrants within the village. Trustee Humphrey asked which two hydrants would be replaced, DPW Supervisor DeBetta stated that the one by the well house along with the one at the Firehouse.

- Motion to accept the quote from F.W. Webb Company for the purchase of two fire hydrants at a cost of no more than \$7,862.38. The payment for this purchase will come from the General Fund Savings Account # 2 - #3042.
Motion as Follows:
Trustee Lawrence – Aye
Trustee Matthews – Aye
Trustee Humphrey – Aye
All in favor, motion passed.

- Police Department. Report distributed, read aloud by Officer in Charge Ventura.
- Code Enforcement: Report distributed.
- Planning Board: Planning Board Chair, April Leggett expressed to the Village Board of Trustees that she would like to recommend the appointment of Marge Petrie and Jason Wicks to the Planning Board. They are here tonight and are interested in becoming Planning Board Members.
- Motion to appoint, Marge Petrie and Jason Wicks as Village Planning Board Members.
Motion as Follows:
Trustee Lawrence – Aye
Trustee Matthews – Aye
Trustee Humphrey – Aye
All in favor, motion passed.

The Village Board of Trustees informed Planning Board Chairman, April Leggett, that the Planning Board is required to hold an annual organization meeting, where they would choose a Chairperson for the committee.

- Finance/Insurance: Clerk/Treasurer Palmatier informed the Village Board of Trustees that the new insurance policy is up to date and signed by Mayor Dedman. Our webmaster is working on obtaining a “gov” domain for the village, as this is a requirement there will be no addition charges for this service.
- Parade Committee: Visitor Daron Schultes stated that we are in good shape for the Memorial Day Parade events. He informed everyone that the Christmas Parade received a \$600.00 donation from the Afton Community Chest.
- 4 Towns Forward: Visitor Judy Hinman stated that they are working on the final planning for the music festival set to take place on July 5, 2025, at the Sidney Airport; Uncle Cracker will be the headliner. The four community, wide yard sales were last week, unfortunately, it rained all weekend. The poverty meetings continue monthly. They had a speaker from NYSEG, with information on how to try to keep your electric usage down.
- Historian Report: No report.
- Dog Control Officer: - Report distributed.

Old Business:

- Water Meter project update. – Visitor Brendon Becker, Lamont Engineers, P.C. Informed the Village Board of Trustees that the water meter project, bid for construction came in under the proposed budget, this will allow the village to place meters throughout the village. They will do so with 90% grant funds and \$100,000.00 match of funds. The Notice of Award needs to be signed, to begin the water meter, installation process. Mr. Becker informed the Village Board of Trustees that he has the wastewater project that requires the mayor's signature. As the Environmental Facilities Corporation (EFC), requires some clarification on the project, these are the updates.
- Motion to accept the bids for the water meter project.
Motion as Follows:
Trustee Lawrence – Aye
Trustee Matthews – Aye
Trustee Humphrey – Aye
All in favor, motion passed.
- Motion to allow for Deputy Mayor, Trustee D. Lawrence to sign the Notice of Award to begin the installation of the water meters.
Motion as Follows:
Trustee Lawrence – Aye
Trustee Matthews – Aye
Trustee Humphrey – Aye
All in favor, motion passed.
- Motion to allow Mayor Dedman to sign the Short Form Agreement for Engineering and/or Planning Services for the Village of Afton Wastewater Project No: 2019063.
Motion as Follows:
Trustee Lawrence – Aye
Trustee Matthews – Aye
Trustee Humphrey – Aye
All in favor, motion passed.
- Progress on the two Yellow Houses. No update currently remains the same.
- Trustee D. Lawrence informed the Village Board of Trustees she had a conversation with Town/Village Historian Ms. Hager on the placement for signs in regard to the Daughters of the American Revolution having their 250th anniversary in July of 2026.
- Trustee L. Matthews informed the Village Board of Trustees she had spoken with Mr. Joseph Snel who is a member of the VFW. He has a plan for placement of a memorial at Foster Park.

New Business:

- A. Motion made to accept the following, information for the Village of Afton, yearly organization.

**Village of Afton Organizational Resolutions as follows:
2025-2026 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 – Appointed for the remainder of the Term – Linda Matthews (2024 - 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 – Frank Ventura • Auditor of Claims – Mayor, All Trustee’s 	<ul style="list-style-type: none"> • DPW / Water Committee – Trustee Humphrey Trustee Matthews • Police Committee – Trustee D. Lawrence Trustee T. Lawrence • Planning Board Committee – Trustee Humphrey Trustee Matthews • 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

- April Leggett
- Marge Petrie
- Jason Wicks

Zoning Board

- Kenneth Vail
- Gerald Harris
- Gerianne Hurney
- Rebecca Komorowski

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 2026 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.

Motion as Follows:

Trustee Lawrence – Aye

Trustee Matthews – Aye

Trustee Humphrey – Aye

All in favor, motion passed.

- A Resolution 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

Motion as Follows:

Trustee Lawrence – Aye

Trustee Matthews – Aye

Trustee Humphrey – Aye

All in favor, motion passed.

- Motion to move \$651.73 in general budget from General Contractual Support (A1989.40), for budget overages to the following:

- A. Electricity for Parks (A7110.42), for \$112.25.
- B. Garage Heat (A1640.41), for \$16.70.
- C. Building Telephone (A1620.43), for \$1.55
- D. Building Maintenance (1620.45), for \$312.69.
- E. Oxygen/Tools (1640.44), for \$1.56.
- F. Police Telephone (A3120.43), for \$158.98.
- G. Police uniforms (3120.45), for \$48.00

Motion as Follows:

Trustee Lawrence – Aye

Trustee Matthews – Aye

Trustee Humphrey – Aye

All in favor, motion passed.

- Motion to move \$2,023.87 in general budget from Attorney Contractual (A1420.40), for budget overages to the following:

- A. Street Lights Contractual (A5182.40), for \$2,023.87.

Motion as Follows:

Trustee Lawrence – Aye

Trustee Matthews – Aye

Trustee Humphrey – Aye

All in favor, motion passed.

- Motion to move \$8,008.18 in general budget from General Contingency Fund (A1999.40), for budget overages to the following:

- A. Street- Wages Overtime (5011.12), for \$394.89.
- B. Electricity for Parks (A7110.42), for \$174.47.
- C. Electricity for Buildings (A1620.42), for \$4,985.36.
- D. Police Equipment/Vehicle (3120.20), for \$ 345.28.
- E. Social Security (9030.80), for \$ 1846.11.
- F. Building Maintenance (1620.45), for \$176.95
- G. Police Telephone (A3120.43), for \$85.12.

Motion as Follows:

Trustee Lawrence – Aye

Trustee Matthews – Aye

Trustee Humphrey – Aye

All in favor, motion passed.

- Motion to move \$1,369.51 from Fuel (A5110.47), in General Budget to Street Lights Contractual (A5182.40), for budget overages

Motion as Follows:

Trustee Lawrence – Aye

Trustee Matthews – Aye

Trustee Humphrey – Aye

All in favor, motion passed.

- Motion to move \$107.44 in the water budget from Contingency (1990.40), for budget overages to the following:

A. Weekend Water (F8330.10), for \$74.38.

B. Medical Insurance (9060.80), for \$33.06.

Motion as Follows:

Trustee Lawrence – Aye

Trustee Matthews – Aye

Trustee Humphrey – Aye

All in favor, motion passed.

- Motion to move \$2,133.06 in the water budget from Attorney Contractual (F1420.40), for budget overages to the following:

A. Building Electric (F8340.41), for \$2,133.06

Motion as Follows:

Trustee Lawrence – Aye

Trustee Matthews – Aye

Trustee Humphrey – Aye

All in favor, motion passed.

- Motion to move \$5,243.60, from Capital Reserves Water Improvement Savings Fund for payment of Invoice # 00022 - to Lamont Engineers for engineering services as follows:
(F8397.20 - Contractual -Lamont Engineers – for \$5,243.60).

Motion as Follows:

Trustee Lawrence – Aye

Trustee Matthews – Aye

Trustee Humphrey – Aye

All in favor, motion passed.

- Motion to move \$2,362.90, from Capital Reserves Water Improvement Savings Fund for, water budget overages to the following:

A. Chemicals (F8330.41), for \$2,362.90.

Motion as Follows:

Trustee Lawrence – Aye

Trustee Matthews – Aye

Trustee Humphrey – Aye

All in favor, motion passed

- Motion to close Village Clerks office on Wednesday, May 21, 2025.

Motion as Follows:

Trustee Lawrence – Aye

Trustee Matthews – Aye

Trustee Humphrey – Aye

All in favor, motion passed

Recognition of Visitors:

- Visitor April Leggett said that a few meetings ago Trustee T. Lawrence stated he was working on a startup plan, and that he was working with Mr. Jim Parkinson on this project. Ms. Leggett said that she would like to know more about this, and does it involve any grant funds for projects. Trustee D. Lawrence expressed that she thinks that there is a misunderstanding as the discussions consist of different organization/ community members working together as a whole to bring the community together as one.
- Ms. Leggett inquired about the yellow houses; she asked if the intended buyers backed out? Trustee D. Lawrence stated that she has no new information to share at this time. That there have been ongoing discussions, in which the village is seeking only the funds that they have put into the purchase as well as the taxes that the village paid. Ms. Leggett asked if as a Planning Board Member if she could investigate getting funding, for the demolition and reconstruction of the properties. As she feels as though the village needs affordable housing. The Village Board of Trustees told Ms. Leggett that they have already tried to obtain funding for this propose and were turned down, however, if she would like to try they are ok with that. Visitor Judy Hinman expressed reaching out to our Assemblymen, Joe Angelino. Mrs. Hinman stated that the pro-housing program for Chenango County is looking at forming a land bank to deal with these type of housing problems.
- Visitor Jason Wicks expressed to the Village Board of Trustee that he would like to host games of chance at the fairgrounds. These types of events are cash raffles, in which the state requires that a law be in place for them to take place within a community. Mr. Wicks said that he has already spoken with the Town Supervisor John Lawrence; he will be looking into it. Deputy Mayor, Trustee D. Lawrence stated that she would reach out to John for discussion as the town encompasses the village, therefore it should blanket the village. She also stated that she would reach out to other local villages/townships to see what the protocols are. Visitor Judy Hinman, as member of the Afton Area Greater Chamber of Commerce, said that they too would like this to happen, as they would like to host BINGO at the VFW.

Mr. Wicks presented the Village Board of Trustees with two letters of request for a waiver of permits for events to take place at the Afton Driving Park. One request is to host a weekly farmers/craft market at the fairgrounds each Sunday, starting on May 18, 2025, until October 2025, from 9:00 am until 3:00 pm. The other request is to host a weekly Tuesday night corn-hole league to run from May 2025 until October 2025. The Afton Driving Park hopes that these events will help raise funds for future operations and bring additional traffic into the community.

- Motion to waive the permits for the Sunday weekly farmers/craft market event to be held at the fairgrounds from May 18, 2025 through October 2025 from 9:00 am until 3:00 pm. Along with the Tuesday night weekly corn-hole league.

Motion as Follows:

Trustee Lawrence – Aye

Trustee Matthews – Aye
Trustee Humphrey – Aye
All in favor, motion passed.

- Visitor Ivan Byler said that he thinks that he is at the wrong meeting, as he is interested in purchasing the property within the village and would like to know what the set backs are for placement of a business. The Village Board of Trustees informed Mr. Blyer that he would need to start with attending a Planning Board Meeting.
- Visitor Gerianne Hurney who is a Zoning Board of Appeal Member asked the Village Board of Trustees if the Health Department would need to get involved with the request for a variance on housing chickens. Trustee L. Matthews stated no that these chickens are not being used for eggs, but rather for their meat.
- Motion to adjourn our regular meeting at 8:15 pm.

Motion as Follows:

Trustee Lawrence – Aye
Trustee Matthews – Aye
Trustee Humphrey – Aye
All in favor, motion passed

Respectfully Submitted,

Ann Palmatier,
Clerk / Treasurer