

MINUTES – Alfred Village Board of Trustees Meeting

February 8, 2011

Present: Mayor Clark, Trustees Bowden, Rasmussen, Prophet (left 8:25), Dosch; Clerk-Treasurer Koegel; Police Chief O’Grady, and 1 member of the public

1. **Meeting Opening** – Mayor Clark opened the meeting at 7:30 p.m.

2. **Minutes**

- a. **January 11, 2011** – A motion was made and seconded by Trustees Prophet/Bowden to approve the minutes of the Regular Meeting of January 11, 2011 as written. All members were in favor. Motion passed 5-0.
- b. **January 13, 2011** – A motion was made and seconded by Trustees Dosch/Prophet to approve the minutes of the Special Meeting of January 13, 2011 as written. All members were in favor. Motion passed 5-0.
- c. **January 21, 2011** – A motion was made and seconded by Trustees Prophet/Bowden to approve the minutes of the Special Meeting of January 21, 2011 as written. All members were in favor. Motion passed 5-0.

3. **New Business**

- a. **Garbage Contract** – **A motion was made and seconded** by Trustees Prophet/Bowden to approve changes to the garbage contract (attached) and putting it out for public bid to be opened February 25, 2011 at noon. All members were in favor. Motion passed 5-0.
 - i. **Composting** – Trustee Rasmussen reported that the Alfred Alive Sustainability Group and Alfred State College are working on a community-wide composting initiative.
 - ii. **Rubbish Law** – The board will work on rewriting the Rubbish Law and preparing a garbage/recycling document to go out to the public.
- b. **Zoning Law Change – Definition of Temporary** – **A motion was made and seconded** by Trustees Prophet/Bowden to make changes to Article 3 and Article 7 of the Zoning Code as they relate to the use of “Temporary” as noted on the attached form. All members were in favor. Motion passed 5-0.
- c. **NYS Retirement Reporting** – **A motion was made and seconded** by Trustees Dosch/Rasmussen to adopt the New York State Retirement System Reporting Resolution as described on the attached Form RS 2417-A. All members were in favor. Motion passed 5-0.
- d. **Tree Grant** – **A motion was made and seconded** by Trustees Bowden/Prophet to authorize and direct the Mayor to file an application for 50% matching funds in an amount not to exceed \$6,000, and upon approval of said request to enter into and execute a project agreement with the New York State Department of Environmental Conservation for such financial assistance to the Village of Alfred for a Community Grant for Tree Planting. The project term is three years. All members present were in favor. Motion passed 5-0.
- e. **Justice Court** – Mayor Clark explained the Justice Court procedures drafted in response to the state comptroller's audit.
 - i. **Court Procedures** – **A motion was made and seconded** by Trustees Rasmussen/Dosch to adopt Court Procedures as attached. All members were in favor. Motion passed 5-0.

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- ii. **OSC Audit CAP – A motion was made and seconded** by Trustees Rasmussen/Bowden to approve OSC Audit Corrective Action Plan as attached. All members were in favor. Motion passed 5-0.

4. Old Business

- a. Revenue Project – Colleges – February Meeting with College Presidents is being scheduled.

5. Reports

a. Mayor

- i. Budget – Mayor Clark said we already have received notice of a 2% cut in state aid for next year, and even with amortization we would have a 18% increase in retirement costs. Now our work is to balance the budget.

b. Tree Committee –

- i. Tree Trimming – Clerk-Treasurer Koegel reported to Trustee Dosch that Supt. McNulty is reviewing further trimming needs with the same contractor that did the first trimming. He plans to approach the Tree Committee for agreement before proceeding, and will request a budget adjustment in the current year to finalize this portion of the tree care plan.

c. Alfred Alive Economic Development

d. Alfred 21st Century Group

- i. Trustee Rasmussen reported that the Alfred 21st Century Advisory Committee met. Alfred Alive could be a project of Alfred 21st Century if the Alfred 21st Century Board accepts it as a project of their organization. The group refused the Village Board's terms about care for the Village signs. Mayor Clark stated the Servu sign attached to the Village sign is an off-premise sign and that he would communicate such to the Alfred 21st Century group.

e. Police – Chief O'Grady gave the report for January.

f. Planning and Zoning Board – Trustee Rasmussen gave the report for January.

- i. Successful NYMS Grant meeting with applicants, administrator and advisory committee on Jan. 26. Follow-up on Feb. 10.
- ii. Received notes and instruction from ZBA re: fraternity application for variance at 20 Church St.: no variance granted; requested VPB to explore new zoning regs for frats and sororities and boarding houses in the village. Three persons volunteered to serve on a working committee for that purpose.
- iii. Discussed process to be followed in regard to proposals for façade changes on Main St. in connection with NYMS grant monies, especially in terms of how the Planning and Zoning Board will be involved and will coordinate with the NYMS Advisory Committee and administrator.

g. WWTP – Trustee Bowden gave the report for January.

- i. Grease Traps - Alfred State College requests permission to add a metered drip of bacterial/enzyme solution into two drains initially as a (very controlled) test to evaluate its effectiveness in reducing grease build up in drain lines. Tom Costello is writing a draft statement of understanding as to how it will be implemented, monitored and under what conditions its use on additional drains would be permitted or restricted. This will not preclude regular cleaning of the grease traps and would be monitored by WWTP staff.

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- ii. NYS DEC - A draft SPEDES Permit report stipulating lower effluent levels for mercury, nitrogen and phosphate has been received. Tom Costello is gathering data and consulting with Tom Swift from Clark/Patterson about the impact of these new requirements on the operation and potential expenses for modification of plant facilities in order to comply, so that the Board can respond to the DEC.
 - iii. Heater - A new boiler and two heating units have been approved and will be ordered for installation in the sewerage intake building. The boiler will be in a separate room so equipment replacement in the future should only involve the heating units due to corrosion.
 - h. **Streets/Water**
 - i. **Housing/Code Enforcement**
 - j. **Clerk-Treasurer**
6. **Working Groups** – It was agreed that Trustee Rasmussen will meet with Mayor Clark and Clerk-Treasurer Koegel shortly before the next meeting with the Colleges.
7. **Budget Adjustments** –
- a. Sewer Fund - A motion was made and seconded by Trustees Bowden/Rasmussen to approve a budget transfer in the amount of \$8,500 from Sewer Fund Contractual Expenses (various) to Sewer Fund Equipment for purchase of heater. All members present were in favor. Motion passed 4-0.
 - b. Village Hall Improvement Fund – A motion was made and seconded by Trustees Rasmussen/Bowden to appropriate \$3,000 from the Village Hall Improvement Fund to purchase a Village Hall Directory sign. All members present were in favor. Motion passed 4-0.
8. **Fiscal Summary**
- a. January 31, 2011 – A motion was made and seconded by Trustees Bowden/Dosch to acknowledge receipt of the fiscal summary and financial statements for the period ending January 31, 2011. All members present were in favor. Motion passed 4-0.
9. **Bills**
- a. Abstract 2011-9 – A motion was made and seconded by Trustees Rasmussen/Dosch to approve payment of the bills from Abstract 2011-9 in the total amount of \$76,291.44 as detailed below and on the abstract list distributed to the board. All members present were in favor. Motion passed 4-0.
 - i. General Fund \$58,414.98
 - ii. Water Fund \$6,318.93
 - iii. Sewer Fund \$11,557.53
10. Adjournment – The meeting was adjourned at 8:50 p.m.
11. **Upcoming Meetings**
- a. Budget meeting Thursday, February 17, 2011 at 5:30 p.m.
 - b. Next Regular Board meeting Tuesday, March 8th at 7:30 p.m.

Respectfully submitted,

Kathryn L. Koegel, Clerk-Treasurer