

MINUTES – Alfred Village Board of Trustees Meeting

September 11, 2012

Present: Mayor Clark; Trustees Bowden, Dosch, Rasmussen, Prophet; Clerk-Treasurer Koegel; Police Chief O’Grady, 7 members of the public

1. **Meeting Opening** –Mayor Clark opened the meeting at 7:30 p.m.
2. **Announcements** –
 - a. Presentation of Certificate of Appreciation – Clerk-Treasurer Kathryn Koegel was presented with a Certificate of Appreciation from the Village Board for successful administration of the 2010 New York Main Street grant.
 - b. Senator Young Visit – NYS Senator Catherine Young will be at Alfred Village Hall at 2:30 p.m. on Friday, October 5, 2012 for a look around the village at how the \$325,000 NYMS Grant was used to benefit the Main Street area.
3. **Minutes** –
 - a. A motion was made and seconded by Trustees Bowden/Prophet to approve the minutes of the Regular Meeting of July 10, 2012 and Special Meetings of August 6, 2012 and August 29, 2012 as written. Motion passed 5-0.
4. **New Business**
 - a. Trick or Treat Hours – **A motion was made** and seconded by Trustees Bowden/Dosch to set Trick or Treat hours for Wednesday, Oct. 31 from 6-8pm. Motion passed 5-0.
 - b. Court Parking Ticket Scofflaw Action – **A motion was made** and seconded by Trustees Dosch/Rasmussen to authorize scofflaw action for up to 28 registrations and payment of up to \$56 to collect overdue parking tickets valued at \$5,492 per Village Justice request of July 26, 2012. Motion passed 5-0.
 - c. Court Audit proposal – **A motion was made** and seconded by Trustees Rasmussen/Dosch to approve service proposal in the amount of \$1,000 - \$1,500 from Buffamante Whipple Buttafaro PC (BWB) to assist the Village in determining whether Village Court System procedures are being followed as established by New York State, for fiscal year 2011-2012. Motion passed 5-0.
 - d. WWTP Heat Exchanger Capital Project Bank Account – **A motion was made** and seconded by Trustees Bowden/Rasmussen to authorize one new Village Capital Project bank account in Steuben Trust Company, with Mayor Craig Clark and Clerk-Treasurer Kathryn Koegel assigned, for the \$250,000 heat exchanger and other improvements at the Wastewater Treatment Plant. Motion passed 5-0.
 - e. Bond Post Issuance Compliance Procedures (attached resolution) **A motion was made** and seconded by Trustees Bowden/Prophet to approve the Bond Post Issuance Compliance Procedures and designate Kathryn Koegel as Compliance Officer. Motion passed 5-0.
 - f. Southern Tier West Membership – **A motion was made** and seconded by Trustees Prophet/Rasmussen to authorize basic membership for the amount of \$150. Motion passed 5-0.
 - g. Part-time Police Officer Resignation – **A motion was made** and seconded by Trustees Rasmussen/Prophet to accept resignation of part-time police officer Tom Fanton with regrets. Motion passed 5-0.

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- h. Part-time Police Officer Hire** – After discussion about the former employment history of Charles Thompson and the benefit of hiring him as a part-time employee, **a motion was made** and seconded by Trustees Dosch/Bowden to authorize hiring Charles Thompson as part-time police officer. Motion passed 5-0.
 - i. Telephone Bill Audit Service** – **A motion was made** and seconded by Trustees Rasmussen/Dosch to authorize contract with Walter McDermott Telephone Auditing Services. Motion passed 5-0.
 - j. Sewer Connection Application** – **A motion was made** and seconded by Trustees Dosch/Prophet to approve application for sewer connection for Alfred University Women’s Softball field pending payment of fee and Supt. McNulty and Trustee Dosch’s review. Motion passed 5-0.
- 5. Old Business**
- a. Election Polling Site - Paving** – **A motion was made** and seconded by Trustees Prophet/Dosch to order contractor service to pave the north side of fire hall entrance before September 30, 2012, with a clause in the purchase order that we may cancel with one week’s notice; while at the same time requesting a site review by the ADA Compliance Inspector from Olean who has been reviewing other Allegany County polling sites for the County Election Board, to ensure our proposed paving will satisfy all ADA Compliance requirements. Motion passed 5-0.
 - b. Congregate Housing** – Trustee Rasmussen gave an update on this issue from the September meeting of the Planning Board. Mayor Clark requested the Planning Board complete a revised proposal for Village Board action by January, in order to be timely for students and landlords to proceed with planning for housing arrangements.
 - c. Village Website** – Trustee Rasmussen reported on a meeting with volunteer webmaster Peter McLain and Clerk-Treasurer Koegel regarding an upgrade to include more information on village boards, village laws and the historic district, and to prepare the site for up-to-date notices to the public for issues such as holiday garbage service and special meetings. **A motion was made** and seconded by Trustees Dosch/Bowden to pay a \$250 stipend to Peter McLain for the upgrade project. Motion passed 5-0.
 - d. College Revenue** – Mayor Clark stated both college presidents have been fairly clear they will not pay the June invoices for public safety. Trustee Rasmussen requested a follow-up summary of the college responses for publication in the Alfred Sun. Mayor Clark agreed to write a summary.

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6. Reports

- a. **Wastewater Treatment Plant** – Trustee Bowden distributed a report in advance of the meeting.
- b. **Planning Board** – Trustee Rasmussen distributed a report in advance of the meeting.
- c. **CEO Report** – Trustee Rasmussen distributed a report in advance of the meeting.
- d. **Youth and Recreation Report** – Trustee Prophet distributed a report in advance of the meeting.
- e. **A. E. Crandall Hook and Ladder Company Report** – Trustee Prophet distributed a report in advance of the meeting.
- f. **Village Polling Place Report** – Trustee Prophet distributed a report in advance of the meeting.
- g. **Streets & Water** – Trustee Dosch gave the report. Topics covered were the water meter project, NYMS Streetscape, and AU Street ownership and centralized water meter projects.
- h. **Police** – Chief O’Grady gave a written report in advance of the meeting.
- i. **Clerk-Treasurer** – Clerk-Treasurer Koegel gave a written report in advance of the meeting.

7. **Fiscal Summary** – **A motion was made** and seconded by Trustees Bowden/Dosch to acknowledge receipt of fiscal summaries for July and August 2012. Motion passed 5-0.

8. Budget Adjustments

- a. **A motion was made** and seconded by Trustees Dosch/Prophet to increase A2705 Gifts & Donations by \$71,992.17 due to AU donation in lieu of payment of \$71,992.17 for invoices A-2013-004, A-2013-005, and A-2013-006. Motion passed 5-0.
- b. **A motion was made** and seconded by Trustees Bowden/Dosch to decrease A1081 PILOTS and A1589 Public Safety Income by \$71,992.17 due to \$71,992.17 AU donation in lieu of payment for invoices A-2013-004, A-2013-005, and A-2013-006. Motion passed 5-0.

9. Billing Adjustment

- a. **College Revenue** – **A motion was made** and seconded by Trustees Rasmussen/Dosch to issue \$154,578.13 credit for unpaid invoices A-2013-004, A-2013-005, A-2013-006 and A-2013-007 to Alfred University and Alfred State College for PILOTS and public safety, due to communications that deem those invoices uncollectible. Motion passed 5-0.

10. Bills –

- a. **A motion was made** and seconded by Trustees Dosch/Prophet to approve payment of the following. Motion passed 5-0.
 - i. **Abstract 2013-3** in the total amount of \$90,719.23 as detailed below and on the abstract list distributed to the board.
 1. General Fund \$37,802.65
 2. Water Fund \$8,806.09
 3. Sewer Fund \$34,250.49
 4. Capital Projects Fund (WWTP Project) \$9,860.00

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- b. **A motion was made** and seconded by Trustees Dosch/Prophet to approve payment of the following. Motion passed 5-0.
 - i. **Abstract 2013-4** in the total amount of \$90,065.01 as detailed below and on the abstract list distributed to the board.
 - 1. General Fund \$56,707.53
 - 2. Water Fund \$22,058.28
 - 3. Sewer Fund \$11,299.20
- 11. **Adjournment** – The meeting was adjourned at 9:25 p.m.
- 12. **Upcoming Meetings**
 - a. Next Regular Board meeting Tuesday, October 9, 2012 at 7:30 p.m.

Respectfully submitted,

Kathryn L. Koegel, Clerk-Treasurer