

MINUTES – Alfred Village Board of Trustees Meeting

December 11, 2012

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

1. **Meeting Opening** – Mayor Clark opened the meeting at 7:30 p.m.
2. **Minutes** –
 - a. A motion was made and seconded by Trustees Bowden/Rasmussen to approve the minutes of the special meetings of November 2, 2012 and November 12, 2013 and public hearing and regular meeting of November 13, 2012 as written. Motion passed 5-0.
3. **Announcements** –
 - a. Budget Estimates – Request of Employees by Jan. 15th
 - b. Employee Evaluations – Request of all Trustees and Department Managers by Jan. 15th.
 - c. January Board Meeting – The board agreed to hold a semi-annual Community Discussion at 7:00 p.m. at its regular board meeting of January 8, 2013, and requested prominent advertisement.
4. **Bids**
5. **New Business**
 - a. **Planning Board Members** –
 - i. **David Dubois Resignation** – A motion was made and seconded by Trustees Prophet/Bowden to accept the resignation of Planning Board member David DuBois with regrets. Motion passed 5-0.
 - ii. **Marc Agnello Appointment** – A motion was made and seconded by Trustees Bowden/Dosch to appoint Planning Board Alternate member Marc Agnello to permanent member. Motion passed 5-0.
 - iii. **Matthew Katz Appointment** – A motion was made and seconded by Trustees Prophet/Dosch to appoint Matthew Katz as Planning Board Alternate member. Motion passed 5-0.
6. **Old Business**
 - a. **Zoning Law – Congregate Housing** – Trustee Rasmussen reported the planning board has faced complications from issues related to the congregate housing proposal, but is close to a final proposal for the January 8, 2013 meeting. The final proposal is very likely to introduce the term of congregate housing into the code and address annual special use permits, while not changing the locations where those houses are permitted.
 - b. **Parking Law** – The board again discussed, with the full board present, the local laws regulating parking on lawns, with comments from Chief O’Grady and the public. The issue was tabled until the Code Officer, Police Chief and Streets & Water Liaison can tour the village and review the properties that would be affected.
 - c. **Zoning Law violations** – The board reviewed the enforcement clause of each zoning and housing law to determine the agency responsible for enforcement and the party(s) who may be held responsible for violations.
7. **Reports**
 - a. **Wastewater Treatment Plant** – Trustee Bowden distributed a report in advance of the meeting and discussed at the meeting the continued problem of a “foam slick” at the

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- plant. Follow-up by Trustee Bowden and Chief Operator Costello continues. He also discussed the need for a piping diagram from Clark Patterson in preparation for the new sludge pump and heat exchanger project, and agreed to follow up with a letter to the contractor for the digester cover project regarding deficiencies.
- b. Planning Board – Trustee Rasmussen distributed a report in advance of the meeting.
 - c. Housing and 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 Report – Trustee Prophet distributed a report in advance of the meeting and requested Chief O’Grady to meet with the company leaders to talk about management of emergency vehicles on the scene.
 - f. Streets & Water – Trustee Dosch gave the report.
 - i. Street Ownership – Trustee Dosch with Mayor Clark and Supt. McNulty met with Alfred University about this issue, and report they are making progress.
 - ii. Alfred University Central Water meter project – Trustee Dosch with Mayor Clark and Supt. McNulty met with Alfred University about this project, and report they are in agreement.
 - iii. Road Law – Trustee Dosch reported he has talked with the Town regarding street damage from fracking, and enforceability of an associated law is a challenge.
 - iv. Sidewalk drainage – South Main St. – A village property owner suggested curbing a ½” to ¾” channel in the sidewalk on South Main St. where water presently drains and flows down the sidewalk, to prevent ice buildup.
 - g. Police – Chief O’Grady gave a written report in advance of the meeting.
 - h. Clerk-Treasurer – Clerk-Treasurer Koegel gave a written report in advance of the meeting and updated the board on the status of water service terminations.
8. **Executive Session** – A motion was made and seconded by Trustees Dosch/Prophet to enter into executive session to discuss matters regarding the employment of a particular person. Motion passed 5-0. No action was taken. A motion was made and seconded by Trustees Dosch/Rasmussen to leave executive session. Motion passed 5-0.
9. **Part-Time Police Officer** – A motion was made and seconded by Trustees Dosch/Bowden to appoint Brandon Austin as part-time police officer and offer him sponsorship to the Southern Tier Law Enforcement Academy under a written agreement that specifies the sponsorship is at no cost to the village. Motion passed 5-0.
10. **Fiscal Summary** – **A motion was made** and seconded by Trustees Dosch/Prophet to acknowledge receipt of the fiscal summary for November 2012. Motion passed 5-0.
11. **Budget Adjustments**
- a. **A motion was made** and seconded by Trustees Prophet/Dosch to adjust budget amounts to accommodate final retirement and worker’s compensation insurance bills as follows, Motion passed 5-0:
 - i. General Fund:
 - 1. Decrease A90158 Police retirement \$3,796

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2. Increase A90108 General Employees retirement \$2,101
 3. Increase A90408 Workers Comp. \$105
 4. Increase A19904 Contingency Acct. \$1,590
 - ii. Water Fund:
 1. Increase FX90108 General Employees retirement \$1,271
 2. Increase FX90408 Workers Comp. \$97
 3. Decrease FX83204.4205 Electric \$1,368
 - iii. Sewer Fund:
 1. Increase G90108 General Employees retirement \$1,549
 2. Decrease G81302 Equipment \$1,549
12. **Bills – A motion was made** and seconded by Trustees Dosch/Prophet to approve payment of **Abstract 2013-7** in the total amount of \$197,255.74 as detailed below and on the abstract list distributed to the board. Motion passed 5-0.
 - i. General Fund \$141,686.15
 - ii. Water Fund \$20,543.54
 - iii. Sewer Fund \$31,235.62
 - iv. Capital Projects Fund \$3,790.43
13. **Adjournment** – The meeting was adjourned at 9:50 p.m.
14. **Upcoming Meetings**
 - a. Next Regular Board meeting Tuesday, January 8, 2013 at 7:00 p.m., opening with a Community Discussion.

Respectfully submitted,

Kathryn L. Koegel, Clerk-Treasurer