

MINUTES – Alfred Village Board of Trustees Meeting

April 9, 2013

Present: Mayor Grigg; Trustees McDowell, Rasmussen, Bowden; Clerk-Treasurer Koegel; Police Chief O’Grady, DPW Supt. McNulty, Code Enforcement Officer Cagle, and 5 members of the public

1. **Meeting Opening** – Mayor Grigg opened the meeting at 7:32 p.m.
2. **Announcements** – Earth Day film on April 22 “Living Downstream” at Village Hall.
3. **Mayoral Appointments** – **A motion was made** and seconded by Trustees Bowden/Rasmussen to approve the mayoral appointments (attached). Motion passed 4-0. The Planning Board and ZBA appointments were tabled to the May meeting. The board mayor and trustees will alternate attendance at town board meetings, with Mayor Grigg to attend the May meeting.
4. **Minutes** – A motion was made and seconded by Trustees Bowden/McDowell to approve the minutes of the Public Hearing and Regular Meeting of March 12, 2013, the Public Hearings and Special Meeting of March 28, 2013, and the Special Meeting of April 8, 2013. Motion passed 4-0.
5. **Guests** –
 - a. **Street Ownership** – A village resident inquired about the status of a FOIL request regarding the proposed street ownership agreement that was discussed but not voted on at the March regular board meeting.
6. **Reports** – The board requested placement of reports at an earlier point on the agenda to accommodate village employees in attendance. Code Enforcement Officer Cagle will attend village board meetings instead of planning board meetings, except on occasion when the planning board requests his presence.
 - a. **Police** – Chief O’Grady gave a written report in advance of the meeting.
 - i. **Tough Mudders Competition** – There is an upcoming meeting the Chief will attend regarding the event to be held the weekend of July 27, 2013; the event is estimated to involve approximately 20,000 people.
 - ii. **Allegany County Sheriff’s Department – Radio Frequencies** – The village police department has been able to use its own radio frequency since the narrow-banding change, but the county recently approved a \$150,000 antenna to be placed on the Alfred State College campus to improve coverage for Alfred emergency personnel.
 - iii. **Animal Control** – Chief O’Grady stated the police department responds to calls of injured or rabid animals, or those inside dwellings, but not nuisance animals. It was suggested the village might refer residents to a private service for removal of nuisance animals, should such service be available.
 - b. **Planning and Zoning** – Trustee Rasmussen had nothing to report because the meeting was postponed to April 11.
 - c. **Streets & Water** – Supt. McNulty gave the report. The annual water quality report is in the process and will be ready before the May 1st deadline. Mayor Grigg stated interest in touring the water well sites and equipment houses.
 - d. **Wastewater Treatment Plant** – Trustee Bowden gave the report and distributed information about surface spill requirements with comment about spring runoff. The

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village is pursuing an engineering report about meeting requirements for phosphate/nitrate limits. The village will reach out to the public about the problems of disposable wipes in the wastewater system.

- e. **Housing and Code Enforcement** - Trustee Rasmussen summarized the written report distributed in advance of the meeting and Code Enforcement Officer Cagle was present to discuss coordination of local law enforcement with the police department.
- f. **Alfred Community Coalition** – Trustee Rasmussen reported on the latest meeting, with topics being Hot Dog Day, an update on the congregate housing decision, and off-campus living specifications.

7. New Business

- a. **2014 Organizational Meeting Date** – **A motion was made** and seconded by Trustees Rasmussen/McDowell to set the 2014 Organizational Meeting for the first Monday in April. Motion passed 4-0.
- b. **Summer Employment** – **A motion was made** and seconded by Trustees McDowell/Rasmussen to advertise and accept applications at the Village office, for temporary full-time summer employment at \$8.50/hr. in the Streets and Sewer Departments, for approval at the May 14, 2013 meeting. Motion passed 4-0.
- c. **2013 Summer Sports Festival** – **A motion was made** and seconded by Trustees McDowell/Bowden to approve agreement with Alfred State College in the amount of \$5,700 (\$200 increase from last year), with Trustee Prophet to act as Youth Commissioner. Motion passed 4-0. It was suggested the village share information about the program via its website, the Alfred Sun, and water bill inserts.
- d. **Fire Protection** – **A motion was made** and seconded by Trustees Rasmussen/McDowell to approve 2013-14 Fire Protection Agreement with A.E. Crandall in the amount of \$127,317. Motion passed 4-0.
- e. **Ambulance Service** – **A motion was made** and seconded by Trustees Bowden/McDowell to approve 2013-14 Ambulance Service Agreement with A.E. Crandall in the amount of \$3,693. Motion passed 4-0.
- f. **2013-14 Budget** – **A motion was made** and seconded by Trustees McDowell/Rasmussen to approve 2013-14 Tentative Budget and Water-related Fees. (Roll call vote).
 - i. Mayor Grigg – Aye
 - ii. Trustee Rasmussen – Aye
 - iii. Trustee Bowden – Aye
 - iv. Trustee McDowell - Aye
- g. **2013 Property Tax Levy** – **A motion was made** and seconded by Trustees Rasmussen/McDowell for Clerk-Treasurer Koegel to extend and carry out upon the roll \$632,552 in property tax to be levied against each parcel of real property. Motion passed 4-0.
- h. **Alfred Community Theatre** – **A motion was made** and seconded by Trustees Rasmussen/McDowell to authorize terms of use of Theater Space as follows: that due to the community-minded nature of their public performances and the extensive financial and time investment they have made and continue to make in the theater space the Alfred

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Community Theatre be given priority in reserving the Village Hall Theatre space for the month of July 2013 and for either two weeks in Dec. 2013 or two weeks in January 2014. The use fees and \$100 deposit will be waived and the Village will simply bill Alfred Community Theatre for any damage. All Alfred Community Theatre activities and privileges in the Village Hall Theatre are subject to annual review by the Board of Trustees. Alfred Community Theatre agrees to reserve the space at least one month in advance and plan rehearsals around the regular and official activities in the Village Hall. Alfred Community Theatre will give the Village Clerk a rehearsal/performance schedule for each time-span of use of the Village Hall Theatre. A meeting with the group will be arranged for the purposes of discussing an annual report of activities and accomplishments. Motion passed 4-0. Trustee Prophet will be asked to arrange this meeting.

- i. **2013-14 Procurement Policy** – **A motion was made** and seconded by Trustees Rasmussen/Bowden to approve the 2013-14 Procurement Policy. Motion passed 4-0.
 - j. **2013-14 Investment Policy** – **A motion was made** and seconded by Trustees Rasmussen/McDowell to approve the 2013-14 Investment Policy (unchanged from last year). Motion passed 4-0.
 - k. **Allegany County Inter-municipal Aid** – **A motion was made** and seconded by Trustees Rasmussen/Bowden to authorize James McNulty, Bryan Dodge, Tim O’Grady or Justin Grigg to render or ask assistance to another participating agency under the Mutual Aid agreement between the Municipalities of Allegany County, New York for period 4/1/13 – 3/31/14 (roll call vote).
 - i. Mayor Grigg – Aye
 - ii. Trustee Rasmussen – Aye
 - iii. Trustee Bowden – Aye
 - iv. Trustee McDowell - Aye
 - l. **Official Undertakings** – **A motion was made** and seconded by Trustees McDowell/Bowden to direct that the official undertaking for 2013-14 be in the amount of \$500,000 bond for Clerk-Treasurer and \$10,000 for all other officers and employees as executed by a surety company authorized to transact business in this state and that the expense thereof shall be a charge upon the village. Motion passed 4-0.
 - m. **Bank Signatory Authority** – **A motion was made** and seconded by Trustees Bowden/McDowell to authorize Clerk-Treasurer Koegel, Deputy Clerk-Treasurer Hasper and Mayor Justin Grigg to sign checks on all Village of Alfred accounts. Motion passed 4-0.
8. **Old Business** - none
9. **Fiscal Summary** – Postponed to next month.
10. **Budget Adjustments** – **A motion was made** and seconded by Trustees Rasmussen/McDowell to adjust budget amounts due to legal expense as follows; motion passed 4-0:
- a. General Fund:
 - i. Increase A14201 Attorney Fees by \$7,000
 - ii. Decrease A19904 Contingency account by \$7,000

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11. Bills

- a. **Abstract 2013-11** – A motion was made and seconded by Trustees Rasmussen/Bowden to approve payment of bills in the total amount of \$108,019.17 as detailed below and on the abstract list distributed to the board. Motion passed 4-0.

- i. General Fund \$34,888.02
- ii. Water Fund \$30,338.59
- iii. Sewer Fund \$29,876.24
- iv. Capital Projects Fund: 2012 WWTP \$12,916.22

12. Adjournment – The meeting was adjourned at 9:30 p.m.

13. Upcoming Meetings

- a. Next Regular Board meeting Tuesday, May 14, 2013 at 7:30 p.m.

14. Attachments – Appointments

Respectfully submitted,

Kathryn L. Koegel, Clerk-Treasurer