

# MINUTES – Alfred Village Board of Trustees Meeting

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September 10, 2013

**Present:** Mayor Grigg; Trustees McDowell, Rasmussen, Bowden, Prophet(9:20 p.m.); Clerk-Treasurer Koegel; Police Chief O’Grady and 7 members of the public

1. **Meeting Opening** –Mayor Grigg opened the meeting at 7:30 p.m.
2. **Minutes** – A motion was made and seconded by Trustees McDowell/Bowden to approve the minutes of the regular meeting of July 9, 2013. Motion passed 5-0. A motion was made and seconded by Trustees Rasmussen/Bowden to approve the minutes of the special meeting of August 5, 2013. Motion passed 4-0-1.
3. **Announcements** –
  - a. Start-up NY program – Mayor Grigg shared the invitation for those in the Alfred area to a presentation on September 17 at Alfred State College.
4. **Guests** –
  - a. Water Testing – Doug Turner requested the Village consider baseline water testing for items and at frequencies distinct from that called for by routine Health Department regulations, primarily to identify changes to water quality caused by the gas hydrofracturing industry.
5. **Reports** –
  - a. Justin Grigg (Mayor) – Mayor Grigg summarized his written report
  - b. Tim O’Grady (Police) – Chief O’Grady gave a written report in advance of the meeting.
  - c. Virginia Rasmussen (Code Enforcement/Planning Board/Community Coalition) – Trustee Rasmussen gave a written report in advance of the meeting.
  - d. Becky Prophet (Youth & Recreation/Fire Dept) – Trustee Prophet gave a written report
  - e. Brad Bowden (Wastewater Treatment Plant) – Trustee Bowden gave a written report
  - f. Tom McDowell (Streets & Water) – Trustee McDowell gave the report.
  - g. Kathy Koegel (Clerk-Treasurer) – Clerk-Treasurer Koegel gave a written report
6. **New Business**
  - a. **Water and Sewer Bill Collection** – **A motion was made** and seconded by Trustees Rasmussen/Prophet to set public hearing for local law 2013-3 to replace Village Ordinances: Article XI at 7:15 p.m. on October 8, 2013. Motion passed 5-0.
  - b. **NYS Retirement: Standard Work Day and Reporting Resolution** – **A motion was made** and seconded by Trustees Prophet/Bowden to re-establish standard work days for Village Justice and Code Enforcement Officer as attached. Motion passed 5-0.
  - c. **Code of Ethics** – **A motion was made** and seconded by Trustees McDowell/Rasmussen to update 1970 code to reflect modern gift provision allowances under state law, changing the amount from \$25 to \$75. Motion passed 5-0.
  - d. **Street Fair** – **A motion was made** and seconded by Trustees Prophet/Bowden to close West University Street between the Box-of-Books and Reynolds/Mill St. for a few hours on Sat. Sept. 14 for a street fair with Alfred State and Alfred University and student organizations. Motion passed 5-0.
  - e. **Sale of DPW Equipment** – **A motion was made** and seconded by Trustees McDowell/Rasmussen to authorize the sale of surplus equipment at Teitsworth Auction as follows, motion passed 5-0:

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- i. 2003 Chevy 3500 one-ton dump truck – Minimum \$8,000
    - ii. Eagle vehicle hoist, ramp style – Minimum \$1,000
    - iii. 80 gal. Devilbiss Airpower 4000 air compressor – Minimum \$200
  - f. Feral Cats – Trustee Rasmussen updated the board on her investigation into the issue.
- 7. **Old Business**
  - a. Southern Tier West – Trustee Rasmussen will discuss member offerings with the Planning Board in the near future.
  - b. Review of July Action Items – Board discussion
- 8. **Working Groups/Committees** –
  - a. College Town Law Research Committee – The committee met, and Chief O’Grady will report before the October board meeting.
  - b. **Tax Exempt Property Assessment Committee** – **A motion was made** and seconded by Trustees Rasmussen/Bowden to have the tax assessment committee meet with Sue Putt and if and when possible approach the town board about the issue of two properties.
- 9. **Finance**
  - a. **Water/Sewer Account** – **A motion was made** and seconded by Mayor Grigg/ Trustee McDowell Board to issue credit for the fire protection amount of the August 2013 bill above the average amount of the last four quarters for Account E320. Motion passed 4-0.
  - b. **Budget Adjustments** – **A motion was made** and seconded by Trustees Rasmussen/ McDowell to adjust budget amounts as follows, motion passed 4-0:
    - i. General Fund
      - 1. To adjust budgeted revenue (to acknowledge receipt of donation in lieu of PILOT and public safety fees): Decrease A1081 PILOTS \$6,980; Decrease A1589 Public Safety Income \$65,000; Increase A2705 Gifts & Donations \$71,980
      - 2. To adjust budgeted expenses (to purchase projector): Decrease A12104 Mayor Expenses \$768; Increase A16202 Buildings Equipment \$768
      - 3. To adjust budgeted revenue (to recognize increase in NYS CHIPS funding: Increase A3501 State Aid/CHIPS \$7,050; Increase A19904 Contingency Account \$7,050
      - 4. To adjust budgeted expenses (to allow for cost-of-living increase per board resolutions of June 11 and July 9, 2013 and recognize reduction in Worker’s Comp insurance expense): Increase in A31201 Police Salaries \$4,930; Increase in A31201.1100 Police Overtime \$590; Increase in A31201.1400 Police part-time \$330; Increase in A13251 Clerk-Treasurer Salaries \$920; Increase in A13251.1400 Part-Time Clerk-Treasurer Salaries \$250; Increase in A11101.1400 Part-Time Court Clerk Salaries \$300; Increase in A36201 Code Enforcement Salaries \$145; Increase in A80101 Code Enforcement Salaries \$145; Increase in A90308 Payroll Tax \$580; Decrease in A90408 Worker’s Compensation expense \$2,790; Decrease in A19904 Contingency Account \$5,400
    - ii. Water Fund

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1. To adjust budgeted expenses (to allow for cost-of-living increase per board resolutions of June 11 and July 9, 2013 and recognize reduction in Worker’s Comp. insurance): Increase in FX83101 Water Admin. Salaries \$310; Increase in FX83101.1400 Part-Time Water Admin. Salaries \$80; Decrease in FX90408 Worker’s Compensation expense \$390
  - iii. Sewer Fund
    1. To adjust budgeted revenue and expenses (to recognize expected revenue from engineering study grant to cover associated expenses): Increase G3902 State Aid Planning Studies \$15,000; Increase G81104.4400 Sewer Admin. Tech. Services \$8,800; Increase G81304.410 Sewer Treatment Supplies \$6,200
    2. To adjust budgeted expenses (to allow for cost-of-living increase per board resolutions of June 11 and July 9, 2013 and recognize reduction in Worker’s Comp. insurance): Increase in G81101 Sewer Admin. Salaries \$310; Increase in G81101.1400 Part-Time Sewer Admin. Salaries \$80; Decrease in G90408 Worker’s Compensation expense \$390
  - c. **Fiscal Summary** – A motion was made and seconded by Trustees Rasmussen/McDowell to acknowledge receipt of the May 31, 2013 year-end and July and August financial statements. Motion passed 4-0.
  - d. **Bills** –
    - i. **Abstract 2014-3** – A motion was made and seconded by Trustees Bowden/Rasmussen to pay bills in the total amount of \$94,998.29 as detailed below and on the abstract list distributed to the board. Motion passed 4-0.
      1. General Fund \$63,684.14
      2. Water Fund \$15,087.98
      3. Sewer Fund \$16,256.17
    - ii. **Abstract 2014-4** – A motion was made and seconded by Trustees McDowell/Bowden to pay bills in the total amount of \$179,097.11 as detailed below and on the abstract list distributed to the board. Motion passed 4-0.
      1. General Fund \$123,275.42
      2. Water Fund \$41,066.16
      3. Sewer Fund \$14,755.53
10. **Adjournment** – The meeting was adjourned at 9:40 p.m.
11. **Upcoming Meetings**
- a. Next Regular Board meeting Tuesday, October 8, 2013 at 7:30 p.m. following a public hearing at 7:15 p.m.

Respectfully submitted,

Kathryn L. Koegel, Clerk-Treasurerp