

MINUTES – Alfred Village Board of Trustees Meeting

December 14, 2010

Present: Mayor Clark, Trustees Bowden, Rasmussen, Prophet, Dosch; Clerk-Treasurer Koegel
Police Chief O’Grady, Justin Head from the press and approximately 14 members of the public

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

2. **Minutes**

- a. **October 26, 2010** – There was a motion by Trustees Bowden/Prophet to approve the minutes of the Special Meeting of October 26, 2010 as written. All members were in favor. Motion passed 5-0.
- b. **November 9, 2010** – There was a motion by Trustees Bowden/Prophet to approve the minutes of the Regular Meeting of November 9, 2010 as written. All members were in favor. Motion passed 5-0.
- c. It was reported by a guest that the October minutes are not posted on the website. The Clerk-Treasurer agreed to check and make any necessary corrections.

3. **Guests**

- a. **Dog Control Officer Dick Stuart** – Dick Stuart reported that sometimes there are 4-5 calls per month, and sometimes 0. He noticed a big change since the adoption of the leash law, and we don't have the student-owned dog population that we used to. He reported that dogs are permitted to stay in the kennel (in Almond) for five days, but he seldom has to have any euthanized because 99% of the dogs go home with their owners and he has good luck advertising the remainder in the newspaper (at no charge) and finding homes for those dogs. Whenever he picks up a dog, he completes paperwork that is inspected annually by the state. He supplies food for them. Trustee Rasmussen asked for a report a few times a year so that the board may stay informed, and Mr. Stuart agreed.
- b. **SDS Disposal/ Casella Representative** – Stephanie Runzo and Donny Lyman from Casella Waste Services were at the meeting to answer questions of the board and village residents.
 - i. **Flyers** – Ms. Runzo distributed flyers and offered to personalize them for the village in the future upon request. She mentioned that in some communities a flyer and calendar are distributed with the water bills
 - ii. **Electronics Recycling** – There is a link on the website that explains this. Casella is not picking up electronic recyclables at all, because they can't take it to the landfill. It is, however, accepted at the Almond transfer station as recyclables. Ms. Runzo explained there is a transition right now in this law, and eventually companies that sell electronic items will have to take old items as recyclables.
 - iii. **Zero Sort Recycling** – The flyer explains how this works, and Ms. Runzo offered to set up a tour of the facility upon request.
 - iv. **Construction Debris** – Ms. Runzo explained that small amounts of wood, such as a piece of disassembled furniture, or items such as a single window would be picked up, but significant amounts from a renovation would not be picked up. This is because when they take one small item like a window, they take it in a mixed load. The village does not cover the cost of construction debris removal because it is charged by weight and would add significant cost to the village garbage contract. With a contract renewal coming up, she stated it would be a good time to write this section more clearly, and Mayor Clark welcomed any

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suggestions. A village resident requested the company to pay attention to the discretion of the driver in picking up construction debris, as he has experienced inconsistent practices. He also asked them to keep in mind that in this college town, there are necessary time periods of “clean-up” when students move out.

- v. Business Alley – A village resident asked why the driver is not picking up recyclables from his tenants in the business alley. Ms. Runzo explained that if garbage were picked up from a dumpster, the driver may not have known the recycling was present at another location in the alley. Mr. Lyman said he would talk to the driver to make sure it is not missed. The company representatives requested that recyclables be placed in containers without being bagged.
- vi. Scrap Pickup – A village resident asked the company representatives to confirm claims by a certain individual, who regularly picks up scrap metal, that he is an employee of the garbage company. He discussed an incident where this person broke some glass from an item on his property, after which the property owner was responsible to pick it up from the street. Ms. Runzo stated he is not an employee, but merely a local resident who picks up scrap metal before the company gets there. Chief O'Grady stated he would talk to said individual about these issues.

4. New Business

a. 2010 Main Street Grant

- i. Grant Administrator – Mayor Clark will meet with a potential grant administrator Friday. Justin Grigg reported that there is willingness among members of the Advisory Committee and Planning Board to do some of the legwork.
 - ii. Main Street Local Administration Program – After numerous workshops, the Main Street Advisory Committee has proposed a plan. Mayor Clark thanked the Advisory Committee for all the hard work, and **a motion was made and seconded** by Trustees Rasmussen/Bowden to approve the 2010 New York Main Street Program as described below and in detail on the attachments. All members were in favor. Motion passed 5-0.
 - 1. Marketing Plan – Letter to Property Owner
 - 2. Project Selection – Attachments 1,2
 - 3. Program Process – Attachment 3
 - 4. Local Program Application – Attachment 4
 - iii. Designation of Depository/Authorized Signatures – **A motion was made and seconded** by Trustees Bowden/Dosch to designate Steuben Trust Company as the depository and to authorize Clerk-Treasurer Kathryn Koegel and Mayor Craig Clark to sign requests for funds; for all funds to be received from the Housing Trust Fund Corporation (HTFC) resulting from an award under Project #20103344. All members were in favor. Motion passed 5-0.
- b. Zoning Law Change – Definition of Temporary – **A motion was made and seconded** by Trustees Prophet/Bowden to set a Public Hearing for an amendment to the Zoning Law regarding the definition of the word “temporary” for 7:15pm January 11, 2011. All members were in favor. Motion passed 5-0.

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- c. Village of Alfred Signs – Mayor Clark and Trustee Rasmussen met last week with members of Alfred 21st Century Group about the Servu sign on the north Village entrance sign. Alfred 21st Century Group was trying to find a way to fund upkeep of the signs, but the village board members recommended the village take over maintenance of the signs. The cost will be approximately \$500 per sign every 5-10 years.
- d. **Code Enforcement Office Cell Phone Expense** - The board confirmed that cell phone expense has been covered previously for code enforcement officers, and acknowledged it is beneficial to the village for the officer to be available by cell phone. **A motion was made and seconded** by Trustees Rasmussen/Dosch to make a \$25 monthly reimbursement toward part-time Code Enforcement Officer cell phone expense. All members were in favor. Motion passed 5-0.
- e. Alfred Sun Reporting of Village Meetings – Trustee Rasmussen stated she received no response to her letter to the Alfred Sun asking for a reporter to cover the Village Planning Board and Board of Trustees meetings.
- f. Meeting Agenda Public Notice – Trustee Rasmussen suggested a more widely-distributed agenda for board meetings. It was suggested that we utilize the village website, library notice board and village office as places for posting, since the weekly newspaper deadline is too early for publishing the agenda in the paper. The village website link could also be posted in the paper.
- g. Noise Law – Mayor Clark asked Chief O'Grady to talk with Dale Butts about whether the village noise ordinance would address issues such as stadium noise, and make suggestions about if and how we might change it accordingly.

5. Old Business

- a. Revenue Project – Colleges – Mayor Clark reported that he and Trustee Rasmussen met with President Edmondson of Alfred University and President Anderson of Alfred State College that morning, and had a good discussion. Alfred State College may be able to share some public safety services. Both colleges have budget issues and will look at other ways of bringing up fees. President Edmondson will meet with Trustee Rasmussen to review the PILOTS. Trustee Rasmussen said the longer they talked, the more possibilities arose, and a follow-up meeting is being set up for late January/early February.
- b. Village Hall Directory Sign- Trustee Dosch reported that he has three quotes now for an unlit sign that will be placed directly in front of the flagpole. He will meet with Clerk-Treasurer Koegel to discuss the details. Chief O'Grady warned that it should be semi-resistant, and Trustee Dosch said he is looking at options for changeable panels instead of changeable letters, in part for this very reason.
- c. Street Ownership – Mayor Clark stated that the village is not preparing to turn over streets to the college, but even if we did it would not change the taxation of property on those streets. The issue came up only when we began looking at the water pipe system, and clarification is needed for placement of street signs, etc. He plans to meet with Trustee Dosch and Alfred University to discuss this before the next board meeting.

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- d. Fraternity Zoning – In response to a question of whether there was progress made on changing zoning for fraternities, Mayor Clark answered that John Ninos did turn in Zoning Board of Appeals forms for two properties, and that is going to trigger some discussions about this bigger issue. Trustee Rasmussen stated the ZBA is capable of granting variances, but this issue is really a community zoning issue; they may say the zoning law doesn't fit with the character of the community and we need to look at the code in a comprehensive way. Mayor Clark said he and Trustee Rasmussen plan to meet with members of the ZBA and Planning Board for discussion of a broader, long-term solution. When it was stated from the floor that it seemed like the village zoning code, which prohibits fraternities in any zone other than E-1, accompanied the Alfred University's abolition of fraternities, Mayor Clark responded the village board has not had people asking about this issue until now.

6. Reports

- a. **Mayor** – Mayor Clark wished everyone a Merry Christmas and Happy New Year, and expressed thanks to all the village employees for their work throughout the year.
 - i. Employee Evaluations – Mayor Clark requested Trustees to complete Employee Evaluations by January 31, 2011.
 - ii. Budget Estimates – Mayor Clark requested Department Budget Estimates to be turned in to Clerk-Treasurer Koegel by January 15, 2011.
- b. **Tree Committee** – Trustee Dosch reported that tree limbs were trimmed on Main and West University streets. The trucks are not having such problems hitting limbs (except as reported on sections of West University Street) and the lighting is improved. Mayor Clark said we would look into the need for further trimming on West University Street. Trustee Dosch said the Tree Committee will meet as needed. At budget time they will make recommendations about sidewalks. They will also look into forestry grants, and the Department of Transportation rules for planting trees in the right-of-way in village communities.
- c. **Alfred Alive Economic Development** – Mayor Clark appointed Trustee Bowden as board liaison to the Economic Development Group of Alfred Alive.
- d. **Youth/Recreation** –
 - i. Winter Festival – **A motion was made and seconded** by Trustees Prophet/Dosch to host “The Station and The Centre: Holidays in Alfred” community celebration on December 18th. All members were in favor. Motion passed 5-0.
- e. **Police** –
 - i. Allegany County Stop DWI Contract – **A motion was made and seconded** by Trustees Prophet/Bowden to approve the 2011 Allegany County Stop DWI contract in the amount of \$6,800, unchanged from last year. All members were in favor. Motion passed 5-0.
- f. **Planning and Zoning Board**
- g. **WWTP**

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- h. **Streets/Water** – Trustee Dosch reported that he is still working with old maps and the engineer to determine the number and location of the water meters and pipes on the Alfred University campus. He is also reviewing the current policy on water/sewer piping. The Alfred State College masonry students started working on the Terrace Street wall, and Mayor Clark said it is expected to be completed in the spring.
- i. **Housing/Code Enforcement** – Trustee Rasmussen said new Code Enforcement Officer Cagle has brought in a regional code enforcement supervisor to help with inspection clarifications, and is doing a fantastic job on the office and inspection list. She requested the town assessor be invited to an upcoming board meeting to clarify the assessment process and answer questions from landlords and residents.
- j. **Clerk-Treasurer** – Clerk-Treasurer Koegel said Justin Grigg and the other volunteers on the Main Street Grant Search and Advisory Committees have been great to work with and have put in a lot of time and effort on the project so far. The Town of Alfred has agreed to reimburse the Village for the second phone line installed in the court office. The Village and Court annual audits are in the final stages.

7. Water & Sewer Bill Action

- a. **E120** – A motion was made and seconded by Trustees Dosch/Bowden to issue credit in the amount of \$7,000 to compensate a portion of charges due to long-term meter misread and accompanying changes in rates, for Account E120. All members were in favor. Motion passed 5-0.
- b. **S436** – A motion was made and seconded by Trustees Dosch/Rasmussen to issue credit in the amount of \$355.95 for the sewer and fire protection charges, for the portion of the water that leaked onto the ground and did not go through the sewer system, for Account S436. All members were in favor. Motion passed 5-0.
- c. **N327** – A motion was made and seconded by Trustees Prophet/Rasmussen to issue credit in the amount of \$83.09 to compensate a portion of charges for lack of due diligence in gaining inside water reading at such time as property owner requested same, for Account N327. All members were in favor. Motion passed 5-0.
- d. **E460/E465** – A motion was made and seconded by Trustees Dosch/Rasmussen to require full payment of \$703.56 for Accounts E460 and E465 in 6 monthly payments of \$117.26 with first payment due 12/31/10. During this time the February and May bills must also be paid by the due date. If any of these payments are not made on time, the shut-off will be reinstated and no further plans will be offered. All members were in favor. Motion passed 5-0.

8. Fiscal Summary

- a. **October 31, 2010, November 30, 2010** – A motion was made and seconded by Trustees Dosch/Bowden to acknowledge receipt of the fiscal summaries and financial statements for the periods ending October 31, 2010 and November 30, 2010. All members were in favor. Motion passed 5-0.

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9. Bills

- a. **Abstract 2011-7** – A motion was made and seconded by Trustees Prophet/Bowden to approve payment of the bills from Abstract 2011-7 in the total amount of \$60,947.29 as detailed below and on the abstract list distributed to the board. All members were in favor. Motion passed 5-0.
 - i. General Fund \$42,879.84
 - ii. Water Fund \$8,326.90
 - iii. Sewer Fund \$9,740.55

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

11. Upcoming Meetings

- a. Next Regular Board meeting Tuesday, January 11th at 7:30 p.m. following a Public Hearing at 7:15 p.m.

Respectfully submitted,

Kathryn L. Koegel, Clerk-Treasurer