

# MINUTES – Alfred Village Board of Trustees Meeting

April 12, 2011

**Present:** Mayor Clark, Trustees Dosch, Bowden, Rasmussen, Prophet; Clerk-Treasurer Koegel; 4 members of the public and 2 members of the press

- 1) **Meeting Opening** – Mayor Clark opened the meeting at 7:30 p.m.
- 2) **Oaths of Office** – Mayor Clark, Trustee Rasmussen, Trustee Dosch took oaths of office.
- 3) **Mayoral Appointments** – **A motion was made** and seconded by Trustees Bowden/Prophet to approve Mayoral Appointments as listed below. All members were in favor. Motion passed 5-0.

Deputy Mayor	Virginia Rasmussen
Clerk-Treasurer	Kathryn Koegel
Supervisor of Police Dept.	Craig Clark
Supervisor of Streets & Water	Joe Dosch
Supervisor of WWTP	Brad Bowden
Supervisor of Youth & Recreation	Becky Prophet
Supervisor of Housing Inspections	Virginia Rasmussen
Acting Village Justice	Sandy Cameron
Dog Control Officer	Richard Stuart
Village Attorney	Timothy Embser
Planning Board – alternate (1yr.)	Sherman Clarke
Chair Planning Board	Anne Wenslow
Police Matron	Kathryn Koegel
Official Newspaper	Alfred Sun
Alternate Newspaper	Evening Tribune
Official Depository	Steuben Trust/Alfred
Official Meeting Date	2 <sup>nd</sup> Tuesday of every month, excluding August
Zoning Board of Appeals – Chair	Joy Carlson
Liaison to:	
Planning Board	Virginia Rasmussen
Business Association	Craig Clark
Village Library	Becky Prophet
Town Board	Craig Clark
Youth Commission	Becky Prophet
Fire Company	Brad Bowden
Alfred 21 <sup>st</sup>	Virginia Rasmussen
Alfred Community Coalition	Virginia Rasmussen
Alfred Alive Economic Development	Brad Bowden

4) **Oath of Office** – Clerk-Treasurer Koegel took the oath of office.

5) **Minutes**

- a) **March 8, 2011** – **A motion was made** and seconded by Trustees Bowden/Prophet to approve the minutes of the Regular Meeting of March 8, 2011 as written. All members were in favor. Motion passed 5-0.

- b) **March 22, 2011** – A motion was made and seconded by Trustees Rasmussen/Prophet to approve the minutes of the Special Budget Meeting of March 22, 2011 as written. All members were in favor. Motion passed 5-0.
- c) **March 24, 2011** – A motion was made and seconded by Trustees Prophet/Dosch to approve the minutes of the Special Joint Village/Town Meeting of March 24, 2011 as written. All members were in favor. Motion passed 5-0.

#### 6) Announcements

- a) Civil War – Trustee Prophet brought up the historical significance of the date in recognition of the 150-year anniversary of the Civil War.
- b) Restricted Highway – Mayor Clark announced the designation of Main Street as a restricted highway this summer until September 3, and cautioned motorists to reduce speed and be aware of higher penalties in what will be a construction zone.

#### 7) Guests

- a) Hydrofracking – Village resident Doug Turner distributed an article about a fracking ban in Buffalo and asked the village board to consider passing a similar law or doing something proactive to protect our water supply. He said issues include both purity and supply, since the industry uses so much water, and urged the board to action, saying “We’re running out of time because once the moratorium is lifted, the drilling companies will put pressure on individuals to lease to them.” Mayor Clark agreed that we want to protect our water supply, and mentioned the village’s refusal to allow waste in the Wastewater Treatment Plant from this sort of drilling when it was approached a couple of years ago. Trustee Rasmussen, with attention to the interest and concern of the Town Council and Town Planning Board, said the village and town should work together and consider a moratorium and/or a ban; she stated “It is a town-wide initiative that would be most meaningful.”
- b) Election Polling Place – Village resident Doug Turner expressed concern about the news that the two town election districts will be consolidated and there will be one polling place. Mayor Clark explained that with changes to the law, the decision used to be up to the town, but is now up to the county. Although Mayor Clark and former Mayor Ostrower communicated with town and county officials about the issue, they were told the decision had been made. When Mr. Turner inquired about whether there is no appeals process, Trustee Rasmussen stated that Trustee Prophet made a strong appeal at the joint town-village meeting held March 24<sup>th</sup>. She continued by saying our district is far below the threshold of minimum quantitative cut-off points, and so officials have considered it a mandate, and if we can find a suitable polling place, it may be well enough. Mayor Clark updated the board with news that the election commissioners found the Alfred State College Horticulture Building on State Route 244 to be acceptable, and President Anderson has agreed to a commitment for long-term use; an agreement just needs to be formalized.

#### 8) New Business

- a) **2011-12 Budget** – A motion was made and seconded by Trustees Rasmussen/Prophet to approve the 2011-12 Budget as it stands. A roll call vote was taken as follows; Motion passed 5-0.
  - i) Mayor Clark – Aye
  - ii) Trustee Rasmussen – Aye
  - iii) Trustee Dosch – Aye
  - iv) Trustee Prophet – Aye
  - v) Trustee Bowden - Aye

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- b) **2011 Property Tax Levy** – A motion was made and seconded by Trustees Bowden/Prophet to approve the 2011-12 Tax Levy in the amount of \$620,208. All members were in favor. Motion passed 5-0.
- c) **Fire Protection** – A motion was made and seconded by Trustees Rasmussen/Dosch to approve the 2011-12 Fire Protection Contract with A.E. Crandall at a rate unchanged from 2010-11. All members were in favor. Motion passed 5-0.
- d) **2011-12 Water/Sewer Rates** – A motion was made and seconded by Trustees Bowden/Dosch to approve the 2011-12 Water, Sewer and Fire Protection Rates as follows; All members were in favor. Motion passed 5-0.
  - i) Inside Water Service \$2.97
  - ii) Outside Water Service \$3.34
  - iii) Fire Protection \$1.11
  - iv) Sewer Service \$2.96
  - v) Sewer Bonds \$1.02
- e) **Part-time Police Hourly Pay Rate** – A motion was made and seconded by Trustees Rasmussen/Prophet to increase the hourly rate for part-time police officers from \$11.10/hr. to \$11.20/hr. All members were in favor. Motion passed 5-0.
- f) **2011-12 Investment Policy** – A motion was made and seconded by Trustees Bowden/Dosch to adopt policy unchanged from 2010-11. All members were in favor. Motion passed 5-0.
- g) **2011-12 Procurement Policy** – A motion was made and seconded by Trustees Prophet/Dosch to adopt policy with changes in sealed bid thresholds due to changes in state law, and with an added requirement to purchase equipment at the end of the fiscal year. All members were in favor. Motion passed 5-0.
- h) **2011-12 Alfred Community Theatre** – A motion was made and seconded by Trustees Prophet/Dosch to authorize terms of use of Theater Space unchanged from 2009-10: 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 Community Theatre be given priority in reserving the Village Hall Theatre space for the month of July 2011 and for either two weeks in Dec. 2011 or two weeks in January 2012. The \$100 deposit will be waived and the Village will simply bill Alfred Community Theatre for any damage. Based on the needs for the group to rehearse in the space, the Trustees will not request the \$50 per day usage fee. 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. All members were in favor. **Motion passed 5-0.**
- i) **Garbage Law** – Distribution of proposed Local Law #2 of 2011. A motion was made and seconded by Trustees Bowden/Rasmussen to set Public Hearing for Tuesday, May 10, 2011 at 7:15 p.m. All members were in favor. Motion passed 5-0.
- j) **Village Policies Public Information Sheet** – A motion was made and seconded by Trustees Prophet/Dosch to approve public information sheet on village policies. All members were in favor. Motion passed 5-0.

- k) **Police Radios** – **A motion was made** and seconded by Trustees Dosch/Bowden to approve sale of 3 old police radios to Alfred Station Fire Department for \$600, a price confirmed to be low-end fair value price. All members were in favor. Motion passed 5-0.
  - l) **Town Police Contract** – **A motion was made** and seconded by Trustees Rasmussen/Bowden to approve Public Safety Contract with Town of Alfred for the period 1/1/12 – 12/31/14. All members were in favor. Motion passed 5-0.
  - m) **Allegany County Town Highway Superintendents Association 2011 Mutual Aid Agreement** – **A motion was made** and seconded by Trustees Dosch/Prophet to allow James McNulty, Public Works Superintendent, to extend Mutual Aid assistance to another participating municipality within the County of Allegany when requested to do so by such municipality in time of abnormal snow or work conditions. All members were in favor. Motion passed 5-0.
  - n) **Village Hall Door** – **A motion was made** and seconded by Trustees Dosch/Bowden to spend a maximum of \$3,435.20 from the Village Hall Renovation Fund to replace hardware on the front Village Hall door, with warranty if possible. All members were in favor. Motion passed 5-0. The board requested additional price quotes for this project, in attempt to keep the price down.
- 9) **Old Business**
- a) **College-Village Meetings** –
    - i) Village resident Alan Littell asked the board what is the specific in New York State law or SUNY operating policy that prohibits Alfred State College from donating funds. Mayor Clark said the board would have to research to find that answer, and would follow up at a later date. Mayor Clark also pointed out news from NYCOM that talks about a potential law change that would allow municipalities to charge for services to tax-exempt organizations.
    - ii) **Facilities Shared Services Meeting** was held March 21. Included discussion about garbage contracts, shared materials purchasing, and buildings/capital equipment acquisition.
    - iii) **Public Safety Shared Services Meeting** scheduled for May 2.
  - b) **NYS OSC Audit Report** – **A motion was made** and seconded by Trustees Rasmussen/Bowden to acknowledge receipt of final Comptroller’s Audit on Controls Over Parking Tickets for the period 1/1/09-6/11/10. All members were in favor. Motion passed 5-0. The audit response and corrective action plan were already formed based on draft audit report and have already been submitted to the Comptroller’s office.

10) **Reports**

- a) **Mayor** – The Mayor expressed gratitude to the public for his reelection.
- b) **Police** – Chief O’Grady was not in attendance at the meeting, but sent his report to the board ahead of time.
- c) **Youth & Recreation** – Trustee Prophet gave the report for March
  - i) **Summer Youth Program** – The dates of the program are as yet undetermined.
- d) **Streets & Water** – Trustee Dosch gave the report for March
  - i) **Hill and High Street Water Project** is awaiting approval from Dept. of Health
  - ii) **Main Street Bump-out** to begin in May.
- e) **Tree Committee** – **A motion was made** and seconded by Trustees Prophet/Dosch to approve Tree Trimming in front of Carnegie Hall, at Village Pump House and 160 N. Main, and on West University. All members were in favor. Motion passed 5-0.

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- f) **Planning Board** – Trustee Rasmussen gave the report for March.
  - i) “Complete Streets” – Cornell Coop. Extension Initiative for Allegany County –
    - (1) Trustee Rasmussen reported that several planning board members and others from both village and town are meeting in May with a representative from Cornell to explore the possibility of funding for a safer streets and intersections plan. David DuBois and Charlotte Rice are providing the early energy. They are aware that complex safety considerations are involved and any plans must be widely shared and critiqued.
    - (2) Trustee Dosch reported that he has made the suggestion to David that he specifically include representatives from the town and colleges.
    - (3) Mayor Clark pointed out that the busiest street in the village is a state route, and the village has very limited control over crosswalks and intersections on state routes.
  - ii) Fraternity/Sorority Rezoning – At its meeting, the Planning Board heard a report from a subcommittee on rezoning options for fraternities and sororities within the village. There continues to be discussion on various issues, but the project continues to proceed.
- g) **Housing and CEO Report** – Trustee Rasmussen gave the report for March
  - i) Code Enforcement Office – Trustee Rasmussen reported that Code Officer Cagle’s working relationship with people is effective; Mayor Clark expressed appreciation for his efforts in keeping the board fully informed.
- h) **WWTP** – Trustee Bowden gave the report for March
  - i) Operator Certification – Assistant Operator Roy Rosenberger passed the Certification Examination for Wastewater Treatment Plant Operator Grade 2.
  - ii) Digester Renovation Project: Reconstruction work will move ahead in early June. Tom Costello recommends (given sufficient funds remaining in the Digester Renovation Bond) that the heater and heat exchanger be replaced concurrent with the reconstruction of the anaerobic digester. The sludge heater is nearly 50 years old; the heat exchanger was scheduled to be replaced in 2005 and the recirculation pump in 2014. There have been problems with igniting the heat exchanger which is essential operating the digester, and replacement parts are not available.
- i) **Economic Development Committee – Trustee Bowden reported on Meeting of 3/22**
  - i) Discussion focused on potential ways to establish the Committee, enabling it to hold events and write grants. Possibilities that have been investigated included establishing a Chamber of Commerce, partnering with the County Chamber of Commerce, the ABA or Alfred 21st Century, establishing a volunteer organization, or becoming a long-range economic planning ‘arm’ of the Village Board since it already provides grant sponsorship and approval of grant implementation, and could provide liability for planned events.
  - ii) Subsequent to the meeting, the Committee Chair met with a lawyer and CPA and learned that securing a non-profit 503 C3 status is not as expensive as previously thought, although the length of time involved is uncertain. Further discussion about some alignment with the Village Board was shelved for the moment.
  - iii) Follow-up meeting on April 12 included people from Wellsville Chamber of Commerce and offered more information to the group.

**11) Water/Sewer Billing**

- a) **S196 Water Dispute** – A motion was made and seconded by Trustees Dosch/Prophet to issue credit in the amount of \$839 to compensate 50% of approximate charges related to the current year (\$107) and 70% of approximate charges related to prior years (\$732) due to long-term outside reader failure and accompanying changes in rates and tenant turnover, for Account S196. All members were in favor. Motion passed 5-0.

**12) Fiscal Summary**

- a) **March 31, 2011** – A motion was made and seconded by Trustees Bowden/Dosch to acknowledge receipt of the fiscal summary and financial statements for the period ending March 31, 2011. All members were in favor. Motion passed 5-0.

**13) Bills**

- a) **Abstract 2011-11** – A motion was made and seconded by Trustees Dosch/Bowden to approve payment of the bills from Abstract 2011-11 in the total amount of \$121,824.63 as detailed below and on the abstract list distributed to the board. All members were in favor. Motion passed 5-0.
  - i) General Fund \$39,010.04
  - ii) Water Fund \$11,704.96
  - iii) Sewer Fund \$10,149.63
  - iv) Capital Projects Fund \$60,960.00

14) **Adjournment** – The meeting was adjourned at 8:55 p.m.

**15) Upcoming Meetings**

- a) Next Regular Board meeting Tuesday, May 10, 2011 at 7:30 p.m. after a Public Hearing at 7:15 p.m.

Respectfully submitted,

Kathryn L. Koegel, Clerk-Treasurer