

MINUTES – Alfred Village Board of Trustees Meeting

November 8, 2011

Present: Deputy Mayor Rasmussen, Trustees Bowden, Prophet; Clerk-Treasurer Koegel; Police Chief O’Grady, and 3 members of the public

1. **Meeting Opening** – Deputy Mayor Rasmussen opened the meeting at 7:30 p.m.
2. **Minutes**
 - a. Regular Meeting of October 11, 2011– **A motion was made** and seconded by Trustees Bowden/Prophet to approve the minutes as written. Motion passed 3-0.
3. **Announcements**
 - a. Community support of McFadden family–Trustee Prophet invited the board and members of the public to participate in the supply of meals to the McFadden family during a time of medical crisis. A number were willing to volunteer.
 - b. Hydrofracking – Trustee Rasmussen reported there will be an Alfred Town Public Hearing on a revised law proposal, set for Thursday, Nov. 10 at 7:00 pm at the Alfred Town Hall.
4. **New Business**
 - a. Holiday Parking – **A motion was made** and seconded by Trustees Bowden/Prophet to set the dates of December 12 – January 2, 2011 for free downtown Holiday parking. Motion passed 3-0.
 - b. Main St. Grant project bid approvals
 - i. Rawady – Lead Testing Bids – **A motion was made** and seconded by Trustees Prophet/Bowden to approve 2010 New York Main Street Grant SHARS #20103344 Contract with Marc and Carolyn Rawady and Environmental Testing & Consulting Inc. for a total price of \$875 and total grant reimbursement of \$656.25 for lead clearance testing with work to be completed by April 30, 2012. Motion passed 3-0.
 - c. NYS DOT Snow and Ice Agreement Renewal – **A motion was made** and seconded by Trustees Bowden/Prophet to approve the Snow and Ice 2010/11 extension of Contract D014718 between the State of New York and the Village of Alfred in the amount of \$3,827.63. Motion passed 3-0.
5. **Old Business**
 - a. Fire & Ambulance Membership in A.E. Crandall – Trustee Prophet is in the midst of training as an EMT in response to the presentation and request presented to the Village in October; the Board will further discuss steps that may be taken to assist the membership needs at its December meeting.
 - b. Colleges and Public Safety – Trustee Rasmussen reported no response from either college regarding the public safety invoice estimate that was mailed in October. She continued by stating no response was anticipated, as this was a result of meetings that were held leading up to this decision. The invoice will be issued in June 2012. A member of the public talked to the board about the present and future level of publicity surrounding the issue.

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- c. **Theater Space** – A motion was made and seconded by Trustees Prophet/Bowden to adopt a revised theater use policy with expanded access for non-profit, charity, and social groups.
 - d. **Piano Use** – The board discussed the piano use policy; Trustee Rasmussen will pursue establishment of the committee referenced in the policy.
6. **Reports**
- a. **Planning Board** (Meeting of 11/3/11) – Trustee Rasmussen gave the report. Specific items to note were:
 - i. **NYMS Grant** – Designs were approved/discussed for three properties.
 - ii. **Zoning Permits** – A “Fire Wall” photo-poster project and solar hot water panel project were approved.
 - iii. **Zoning Law** – A “Group Housing” draft zoning proposal was further refined.
 - iv. **Building and Zoning Code Enforcement** – The October report was discussed with the Officer Cagle.
 - b. **Streets & Water** (October 2011) – Trustee Dosch submitted a written report in advance of the meeting. Specific items to note were:
 - i. **Personnel** - New employee Bryan Dodge began work in October
 - ii. **Hill/High St. Water Project** – The project is substantially complete, with final payment to occur in spring after conclusion of landscaping. Trustee Prophet expressed appreciation for the department response to areas of the project that needed attention, and requested that it investigate a wet area of Hill Street that may be related to the project.
 - iii. **Terrace St. Culvert** – The Alfred State Masonry class is finishing up the wonderful work they are doing on the Terrace St culvert, with the Village crew to complete grass seeding next spring. Members of the board and public commented on good results of the Terrace St. project.
 - iv. **Water Meter Replacement Project** – The rebuilt water meters with remote touch pads have arrived and the Village crew will begin installation soon.
 - c. **Police** (October 2011) – Chief O’Grady gave the report. Public safety efforts included an increased presence and concentration on the sort of minor violations that tend to escalate; efforts worked well.
 - i. **Radios** – A motion was made and seconded by Trustees Bowden/Prophet to sell the police radios being replaced due to new requirements. Motion passed 3-0.
 - ii. **Impound vehicles** – A motion was made and seconded by Trustees Bowden/Prophet to approve sale of unclaimed vehicles for salvage; a 1993 Toyota and a 1993 Ford, both impounded in 2010 with owners to be contacted by certified mail. Motion passed 3-0.
 - iii. **Police Accident Reports** – The board and public discussed a proposal to use a web-based reporting service, CarFax, to collect fees and provide ease of access to accident reports. A member of the public voiced concerns about what could be construed as privatizing a public service with a history of being provided at no

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charge. The board tabled the proposal to the December meeting in order that more board members may participate in the decision.

- iv. Humvee Ambulance – The police may have opportunity to receive a military surplus Humvee Ambulance; the board expressed interest and agreed for the Chief to pursue details on such an opportunity.
- d. **Housing-CEO** (October 2011) – Trustee Rasmussen gave the report. Of particular note was:
 - i. Building Inspection – Of slightly over 330 total properties in the village, there are 184 properties in the village (residential and commercial) that require periodic inspection. Commercial properties must be inspected every year. The residential properties will be divided into two approximately equal workloads, each inspected in alternate years.
 - e. **WWTP** (October 2011) – Trustee Bowden gave the report. Special items included:
 - i. Digester Cover Replacement Project – With 95% of the digester renovation complete, the full capacity of the WWTP is being restored as the digester is gradually brought back on line. Determination will be needed soon as to projects that will be completed with the remainder of the bond funds.
 - ii. UV Disinfection System -Chemical levels continue to fall within required limits, but the fecal coli form count was well above the required level in the two October samplings due to operational problems with the UV disinfection system. It is imperative that this be resolved before spring 2012 when system is reactivated. A quote for a new system is \$150 T, \$38 T for an alternate control system.
 - iii. Chesapeake Bay – NYSDEC Requirements - Clark Patterson Lee submitted an extensive report on the current structure and operation of the plant, the need for nitrogen and phosphorus removal/reduction in the plant effluent, and related options for doing so with and without a capital project. The report also included possible ways to reduce influent nitrogen and phosphorus, but noted it would have minimal effect.
 - iv. SPDES permit (State Pollution Discharge Elimination System) was renewed.
 - f. **Clerk-Treasurer** (October 2011) – Clerk-Treasurer Koegel submitted a written report in advance of the meeting. In addition to routine financial and records management, meeting preparation and communications, special projects included:
 - i. NYMS Grant Project – Extensive work including meetings, communications, file and budget organization and maintenance, and submittal of first project completion and disbursement (15 N. Main).
 - ii. Personnel– New DPW hire processing with union and benefits/certifying agencies; new part-time Deputy Clerk-Treasurer training.
 - iii. Newsletter – Assistance to Trustee Rasmussen with layout of quarterly newsletter.
 - g. **Economic Development** – Trustee Bowden reported that next week the committee will meet with the Allegany County Chamber of Commerce.

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7. **Fiscal Summary – A motion was made** and seconded by Trustees Bowden/Prophet to acknowledge receipt of fiscal summary and financial statements for the period ending October 31, 2011. Motion passed 3-0.
8. **Budget Adjustments – A motion was made** and seconded by Trustees Prophet/Bowden to approve budget adjustments as follows, Motion passed 3-0.
 - a. **NYMS Grant** –\$630 loan from the General Fund to cover administrative costs until project completion draw downs.
 - b. **Police Narrow-Band Radios** - \$3,351 from the General Fund Police Expense accounts to the Police Equipment account to purchase narrow-band radios required by new regulations.
9. **Bills**
 - a. **A motion was made** and seconded by Trustees Prophet/Bowden to approve payment of **Abstract 2012-6** in the total amount of \$117,403.74 as detailed below and on the abstract list distributed to the board.
 - i. General Fund \$56,877.77
 - ii. Water Fund \$41,326.93
 - iii. Sewer Fund \$16,706.04
 - iv. Capital Projects Fund \$2,493.00
 - b. **Adjournment** – The meeting was adjourned at 9:25 p.m.
10. **Upcoming Meetings**
 - a. The next regular board meeting will be December 13, 2011 at 7:30 p.m.

Respectfully Submitted,

Kathryn L. Koegel, Clerk-Treasurer