

MINUTES – Alfred Village Board of Trustees Meeting

July 9, 2013

Present: Mayor Grigg; Trustees McDowell, Rasmussen, Prophet; Clerk-Treasurer Koegel; Police Chief O’Grady, 11 members of the public, 1 member of the Village Planning Board and 1 member of the press

1. **Meeting Opening** –Mayor Grigg opened the meeting at 7:00 p.m.
2. **Allegany County Chamber Presentation** – Mayor Grigg introduced Gretchen Hanchett from the Allegany County Chamber of Commerce and indicated that organization of local businesses could help them and the rest of the Alfred community “get back in the game” and respond to opportunities that present themselves.
 - a. **Tourism** – The Allegany County Chamber is tied to tourism: bringing other people into the area and putting packages together; if business owners are motivated to get involved, it brings people to their business.
 - i. **Lodging** – According to Gretchen, the biggest uphill battle to tourism is lodging.
 - b. **Manufacturing** – Local manufacturers are interested in training local machinists and keeping them local.
3. **Minutes** – A motion was made and seconded by Trustees Prophet/McDowell to approve the minutes of the regular meeting of June 11, 2013 and special meeting of July 1, 2013. Motion passed 4-0.
4. **Reports** –
 - a. Justin Grigg (Mayor) – Mayor Grigg gave a written report in advance of the meeting; mentioned his attendance at several meetings: Start-up NY at Alfred State College, the Town Board, the Village court personnel, and the Alfred Business Association; noted attempts at ‘building bridges and opening doors’; mentioned his tour of the Wastewater Treatment Plant, and
 - i. Wellsville Chamber of Commerce – Mayor Grigg together with Bob Volk of the Alfred Business Association met with someone from the Wellsville Chamber of Commerce and learned of their model (with a Chamber and a 501(c)3 for grants), which may be something to consider.
 - ii. Marketing Alfred – It is important to communicate and work with people and agencies at the county level, in order to work on the issue as a part of county-wide efforts.
 - iii. Bandstand – Mike Neiderbach at AU is aware of community concern about the impact of the highly visible bandstand; it will be addressed at some point and the present temporary fencing will be evaluated.
 - iv. Public Safety Invoices – The village sent the letters and public safety invoices to both colleges as determined at the June meeting. Both colleges responded they would not pay the invoices but were willing to continue discussion, and Mayor Grigg planned to continue to reach out to both schools.
 - b. Tim O’Grady (Police) – Chief O’Grady gave a written report in advance of the meeting.
 - i. **Street Closure – 5K Run/Walk** – **A motion was made** and seconded by Trustees McDowell/Prophet to close part of North Main Street from the traffic

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- light to Glen St. for about ten minutes on September 28, 2013 for the 3rd annual 5K run/walk. Motion passed 4-0.
- ii. Tough Mudder Event – Chief O’Grady gave an update on traffic and parking plans; Catherine Jaycox discussed what she learned about how the organization operates the event and referred people to their website for more information.
 - c. Virginia Rasmussen (Code Enforcement/Planning Board/Community Coalition) –
 - i. Code Enforcement: Trustee Rasmussen summarized activity in the office during June and discussed the following:
 - 1. Parking Law Update - Local laws need to be reviewed regarding parking on both sides of the street due to concern about access for emergency vehicles, especially in the High St., Upper Sayles St. and Pine Hill Dr. neighborhoods. Chief O’Grady said last time this issue came up there was reluctance by residents to have signs or parking on their side of the street. Options suggested by members of the public included alternate parking on different days with infrequent signs.
 - 2. Parking Restrictions – Farmer’s Market – Chief O’Grady asked if there were any complaints about Sunday morning parking at the Farmer’s Market; it was stated the first weekend was fine but was requested that the police please enforce the parking restrictions during the duration of the market into November, especially with the room needed by the ladder truck to maneuver out of the parking lot.
 - ii. Planning Board: Met with Attorney Slottje June 26 at 2pm on zoning and fracking law; regular Planning Board meeting will be July 11, 2013.
 - d. Becky Prophet (Youth & Recreation/Fire Dept) –
 - i. Community Theater is performing Oil City: The Musical on July 12-13.
 - ii. Summer Youth Sports Program is in session.
 - iii. Community Band had their first concert and was in the Andover 4th of July parade.
 - iv. Carillon Concerts are Tuesdays in July at 7pm.
 - v. Farmer’s Market is up and running.
 - vi. Herrick Library can be used by village residents.
 - vii. Fire Department Parking – Cars in the Fire Department lot for patrons of the Box of Books library are posing a problem for emergency responders that need to come and go quickly or fire trucks that need room to maneuver. It may help if the Box of Books posts the law-specific ‘no parking on private property’ signs so the police department has the option of issuing parking tickets.
 - e. Brad Bowden (Wastewater Treatment Plant) – Trustee Bowden gave a written report in advance of the meeting.
 - f. Tom McDowell (Streets & Water) – Trustee McDowell gave the report.
5. **New Business**
- a. Part-time Office Wages – After Clerk-Treasurer Koegel provided details of the wages for non-police part-time village employees, **a motion was made** and seconded by

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- Trustees Rasmussen/Prophet to provide a cost-of-living increase in part-time wages of 50 cents per hour for Deputy Clerk-Treasurer Hasper, Court Clerk Jaycox and Code Enforcement Officer Cagle, with Cagle's hourly increase based on six (6) eight hour days per month. Motion passed 4-0.
- b. Water and Sewer Bill Collection – The board discussed a local law proposal to replace Article XI by including a penalty with the issuance of the final past due notice. It will send the draft law to the village attorney to review before setting a public hearing.
 - c. Fall Street Fair – Trustee Prophet reported she is in communication with students about details of the request; Chief O'Grady suggested locating the fair on West University between Mill and South Main Streets because it's easier to shut down and to monitor traffic at that location.
 - d. Garbage Contract – The board discussed the garbage contract, which expires in the spring of 2014. Issues included adherence to village standards of pickup, permissibility of extending the contract, the competitive bidding process, and the bulky trash component of the contract. Trustee Rasmussen emphasized the importance of knowing the legal grounds of doing anything other than the standard competitive bidding process.
 - i. Recycling Containers – Trustee Rasmussen met with the Sustainability group and recommended 2-3 recycling containers to be placed on Main Street.
 - e. August Newsletter – Trustee Rasmussen asked the board of its interest in sending the quarterly newsletter, and planned to initiate collection of data for the letter.
 - f. NYS DOT Snow and Ice – **A motion was made** and seconded by Trustees McDowell/Prophet to approve the 2013/2014 Extension of the contract. Motion passed 4-0.
 - g. Uniform Notice of Claim Act – **A motion was made** and seconded by Trustees McDowell/Rasmussen to designate the New York Secretary of State as the Village of Alfred's agent for service of notices of claim; with Clerk-Treasurer Kathryn L. Koegel, Village of Alfred, 7 West University St., Alfred, NY 14802 the designee to which the Secretary of State will forward any notices of claim, and to set 90 days as the applicable time limit for filing a notice of claim on the village. Motion passed 4-0.
 - h. Str8 Eight Day – **A motion was made** and seconded by Trustees Prophet/McDowell to pass a resolution of support for Str8 Eight Day (attached). Motion passed 4-0.
 - i. Southern Tier West – The board discussed continuing membership in this association. Trustee Rasmusen agreed to research further what benefits the village receives from membership.
6. **Old Business** –
- a. Review of June Action Items – The board reviewed items that remain outstanding.
7. **Working Groups/Committees** –
- a. College Town Law Research Committee – Chief O'Grady has been doing research and would like to work with a committee; it will be comprised of Mayor Grigg and Trustee Rasmussen.
 - b. Tax Exempt Property Assessment Committee – Trustee Rasmussen brought to the board her recommendation of three committee members, for this as a four-month project: Jason

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Rodd, David Rossington, and Trustee Tom McDowell, to work with Suzanne Putt, tax assessor.

c. Town Board Liaison – Trustee McDowell will attend the July Town Board meeting.

8. Finance

a. **Budget Adjustments** – Mayor Grigg described the budget adjustments, and a motion was made and seconded by Trustees McDowell/Prophet to adjust budget amounts as follows, net increase of \$4,051 to General Fund, motion passed 4-0.

i. To allow for unanticipated professional services:

1. Increase A14201 Legal Fees \$9,500
2. Decrease A19904 Contingency \$9,500

ii. To allow for insurance increase:

1. Increase A19104 Unallocated Insurance \$1,575
2. Decrease A19904 Contingency \$1,575

iii. To recognize sale of police vehicle:

1. Increase A19904 Contingency \$4,051
2. Increase A2665 Sales of Equipment \$4,051

iv. To purchase air conditioner for meeting room:

1. Increase A16202 Village Hall Equipment \$380
2. Decrease A19904 Contingency \$380

b. **Bills** – **Abstract 2014-2** – **A motion was made** and seconded by Trustees Rasmussen/Prophet to pay bills in the total amount of \$133,321.23 as detailed below and on the abstract list distributed to the board, and to pre-approve payment of the bills from **Abstract 2014-3**, to be detailed and on an abstract list distributed to the board at the September meeting. Motion passed 4-0.

1. General Fund \$85,573.82
2. Water Fund \$6,611.26
3. Sewer Fund \$41,136.15

c. **Fiscal Summary** – Fiscal summary delayed to later in July.

9. **Executive Session** – A motion was made and seconded by Trustees Rasmussen/Prophet to enter executive session to discuss litigation regarding the police department. Motion passed 4-0. No action was taken. A motion was made and seconded by Trustees Rasmussen/Prophet to leave executive session. Motion passed 4-0.

10. **Adjournment** – The meeting was adjourned at 10:40 p.m.

11. Upcoming Meetings

a. Next Regular Board meeting Tuesday, September 10, 2013 at 7:30 p.m.

Respectfully submitted,

Kathryn L. Koegel, Clerk-Treasurer