

MINUTES – Alfred Village Board of Trustees Meeting

April 3, 2018

Present: Deputy Mayor McClain, Trustees Prophet, Ninos, Brown, Gill; Clerk Hasper and 1 member of the public

1. **Swearing in Ceremony** – Clerk Hasper gave the oath of office to Mayor Becky Prophet, Trustee Caitlin Brown and Trustee Andrea Gill.
2. **Meeting Opening** – Deputy Mayor McClain opened the meeting at 8:01 a.m.
3. **Mayoral Appointments – A motion was made** and seconded by Trustees Ninos/McClain to approve the following mayoral appointments. Motion passed 5-0.

Deputy Mayor	Peter McClain
Police Commissioner	Becky Prophet
Streets & Water Dept. Liaison	Jim Ninos
Wastewater Treatment Plant Liaison	Andrea Gill
Code Enforcement Dept. Liaison	Becky Prophet
Zoning Board Liaison	Peter McClain
A.E. Crandall Fire & Ambulance Liaison	Becky Prophet
Planning Board Liaison	Becky Prophet
Youth and Recreation Dept. Liaison	Caitlin Brown
Alfred State College Student Liaison to the Village Board	Grant Tinker
Alfred University Student Liaison to the Village Board	Justin Fossum
Town Board Liaison	Varies
Village Historian	Douglas Clarke
Alfred Area Business Association / Economic Development Liaison	Caitlin Brown
HDD Parade Coordinator	Desmond Davis
Planning Board Members/Terms	
TBD	To fill remainder of seven-year term ending 2020
Student Representative – Austin Bowers	To fill one year term ending April 3, 2018
Liz Cronin	Seven year term ends 2025
ZBA Members/Terms	
TBD	To fill remainder of five-year term ending 2018
Acting Village Justice	Sandy Cameron
Village Attorney	David Pullen
Police Matron	Ashley Emo if on duty, otherwise Becky Prophet
Substitute Police Matron	Any female EMT of A.E. Crandall
Official Newspaper	Alfred Sun
Alternate Newspaper	Evening Tribune
Official Depository	Steuben Trust/Alfred
Official Meeting Date	2nd Tuesday of every month, excluding August
Planning Board	

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Chair Herb Ehrig	Seven year term ending 2021
Liz Cronin	Seven year term ending 2023
Sherman Clarke	Seven year term ending 2019
Barry Eckstein	To fill remainder of seven-year term ending 2020
Karrie Edwards	Seven year term ending 2022
Louis Greiff	Seven year term ends 2023
Student Representative – Austin Bowers	To fill one year term ending April 1, 2019
Alternate – TBD	To fill remainder of seven-year term ending 2024
Zoning Board of Appeals	
Chair Larry Greil	Five year term ending 2020
TBD	Five-year term ending 2023
Joy Carlson	Five year term ends 2019
TBD	Five year term ends 2021
TBD	To fill remainder of five-year term ending 2022

4. New Business

- a. **2019 Organizational Meeting Date** – **A motion was made** and seconded by Trustees McClain/Ninos to set 2019 Organizational Meeting for first Monday in April (4/1/19). Motion passed 5-0.
- b. **2018 Procurement Policy** – **A motion was made** and seconded by Trustees Ninos/Brown to approve the 2018 Procurement Policy. Motion passed 5-0.
- c. **2018 Investment Policy** – **A motion was made** and seconded by Trustees McClain/Gill to approve the 2018 Investment Policy. Motion passed 5-0.
- d. **Allegany County Inter-Municipal Aid** – **A motion was made** and seconded by Trustees Ninos/McClain to authorize James McNulty, Bryan Dodge, Paul Griffith, Becky Prophet or Peter McClain to render or ask assistance to another participating agency under the Mutual Aid agreement between the Municipalities of Allegany County, New York for period 4/1/18 – 3/31/19 (roll call vote)
 1. Mayor Prophet – Aye
 2. Trustee Brown – Aye
 3. Trustee Ninos – Aye
 4. Trustee Gill - Aye
 5. Deputy Mayor McClain – AyeMotion passed 5-0.
- e. **Official Undertakings** – **A motion was made** and seconded by Trustees Brown/Gill to direct that the official undertaking for 2018-19 be in the amount of \$500,000 bond for Clerk and Treasurer and \$10,000 for Village Justice and all other officers and employees as executed by a surety company authorized to transact business in this state and that the expense thereof shall be a charge upon the village. [In accordance with Village Law 3-306.]_Motion passed 5-0.

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- f. **Bank Signatory Authority** – **A motion was made** and seconded by Trustees Ninos/Gill to authorize Clerk Carolyn Hasper, Treasurer Debra Slade, and Mayor Becky Prophet to sign checks on all Village of Alfred accounts. [In accordance with Village Laws 4-400k and 4-408.] Motion passed 5-0.
- g. **Mayor and Deputy Mayor Salaries** – **A motion was made** and seconded by Trustees Brown/Gill to adjust Mayor and Deputy Mayor’s salaries for the April 2018 - March 2019 term as follows: Mayor’s salary will be \$300/month and Deputy Mayor’s salary will be \$400/month. Motion passed 5-0.
- 5. Mayoral Message** – Mayor Prophet shared her goals including restoring summer entertainment, enhancing business in the community, continuing the Art Walk and getting people more involved in the community.
- 6. Tiny Houses** – Trustee Ninos informed the board that the state did not pass any new laws regarding tiny houses as expected. There is a need to gather all information from Harris Beach, former Trustee McInnes and the tiny house committee into one report.
- 7. Adjournment**– **A motion was made** and seconded by Trustees McClain/Ninos to adjourn the meeting. Motion passed 5-0.

Respectfully submitted,

Carolyn Hasper, Village of Alfred Clerk