

# MINUTES – Alfred Village Board of Trustees Meeting

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October 8, 2019

**Present:** Mayor Becky Prophet, Deputy Mayor McClain, Trustees Brown, Gill and Ninos; Clerk Hasper; Police Chief Griffith and approximately 5 members of the public.

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

**2. Announcements**

- a. Leaf Pickup – October 15 - November 8. Leaves should be placed between curb and sidewalk or along the shoulder of non-curbed areas; not in bags.

**3. Guests**

- a. **Michelle Denhoff** – Allegany County Planning & Development Specialist presented to each board member a summary of the comments she has received on the Alfred Comprehensive Plan. She would like any questions or thoughts regarding any changes mentioned in there to her by October 16, 2019. Michelle also presented the Village a final copy of the Allegany County Comprehensive Plan.
- b. Extending the cutoff date for leaf pick up was suggested
- c. Communication to the village can be accomplished by email to [info@alfredny.org](mailto:info@alfredny.org).
- d. Communication to the public can be made by inserting flyers in the water bills .
- e. It was noted that if you do not get the STAR rebate check by October 31, 2019 you can call.

**4. Minutes – A motion was made** and seconded by Trustees Ninos/Gill to approve the minutes of the regular board meeting of September 10, 2019. Motion passed 5-0.

**5. New Business**

- a. **Snow and Ice Contract - A motion was made** and seconded by Trustees McClain/Ninos to approve the 2019-2024 Snow and Ice Contract with NYSDOT. Motion passed 5-0.
- b. **Trick or Treat Hours - A motion was made** and seconded by Trustees McClain/Gill to set Trick or Treat hours for Thursday, Oct. 31, 2019 from 6-8pm. Motion passed 5-0.
- c. **Trick-or-Treat Parking - A motion was made** and seconded by Trustees Brown/Ninos to allow parking on both sides of Sayles St. and Pine Hill Dr. from 5pm – 9pm on October 31, 2019 to facilitate trick-or-treat activities. Motion passed 5-0.
- d. **Election Resolution - A motion was made** and seconded by Trustees Brown/McClain to designate the following offices to be filled: Trustee for a term of 2 years to succeed Caitlin Brown, Trustee for a term of 2 years to succeed Andrea Gill. Motion passed 5-0.
- e. **Election Resolution - A motion was made** and seconded by Trustees McClain/Brown to designate Wednesday March 18, 2020 as village election day pursuant to Election Law 15-104(1)(b). Motion passed 5-0.

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- f. **Sexual Harassment Prevention Policy - A motion was made** and seconded by Trustees McClain/Brown to approve the Village of Alfred Sexual Harassment Prevention Policy. Motion passed 5-0.
- g. **Office Aide – A motion was made** and seconded by Trustees Brown/McClain to advertise for the position of Office Aide for approximately 4 hours per week at a rate of \$15.00 per hour. Motion passed 5-0.

## 6. Old Business

- a. **Summation of Tree Guide** – Mayor Prophet spoke on the Tree Guide informational meeting held the previous evening. An arborist with the Department of Environmental Conservation will come to the Village and make recommendations. Plans are being made to plant trees in the spring of 2020 using the funds from the tree grant.

## 7. Working Groups/Committees

- a. Town Board Meeting Attendance – 10/10/19 Trustee Ninos will attend

## 8. Reports

- a. Mayor/Fire & Ambulance Dept/Code Enforcement - Mayor Prophet gave a report
- b. Deputy Mayor/Planning Board – Trustee McClain gave a report
- c. Public Works – Trustee Ninos gave a report
- d. Police – Chief Griffith gave a report
- e. Youth & Recreation/Business Association – Trustee Brown gave a report
- f. Village Hall – Trustee Gill gave a report
- g. **Public Comment** – A comment was received regarding the lack of Planning Board agendas online.

## 9. Finance

- a. **Budget Adjustments – A motion was made** and seconded by Trustees McClain/Gill to make the following budget adjustments:

Increase A51102.2100 Gen Cap. Equipment	\$7,500.00	
Decrease A19904 Contingency Account (Cost of Street Sweeper)		\$7,500.00
Increase 51104.4404 Gen Rprs. Auto	\$18,000.00	
Decrease A19904 Contingency Account (Repairs to 2008 Peter Built)		\$18,000.00
Increase A13204 Auditing & Accounting	\$4,500.00	
Decrease A19904 Contingency Account (Current year Audit)		\$4,500.00

Motion passed 5-0.

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- b. **Fiscal Summary – A motion was made** and seconded by Trustees Brown/Ninos to acknowledge receipt of the September fiscal summary and financial statement. Motion passed 5-0.
- c. **Bills Abstract 2020-5 - A motion was made** and seconded by Trustees McClain/Brown to pay bills in the total amount of \$116,237.45 as detailed below and on the abstract list distributed to the board.
  - 1. General Fund \$55,797.31
  - 2. Water Fund \$6,995.04
  - 3. Sewer Fund \$35,281.40
  - 4. Capital Projects \$18,163.70Motion passed 5-0.

**10. Adjournment** – Meeting was adjourned at 9:20 p.m.

**11. Upcoming Meetings**

- a. Next Regular Board meeting Tuesday, November 12, 2019 at 7:30 p.m.

Respectfully submitted,

Carolyn Hasper, Clerk