

MINUTES – Alfred Village Board of Trustees Meeting

November 12, 2019

Present: Mayor Becky Prophet, Deputy Mayor McClain, Trustees Brown, Gill and Ninos; Clerk Hasper; Police Chief Griffith and approximately 10 members of the public.

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

2. Announcements - None

3. Guests

- a. **Rich Hoffman** – Rich Hoffman is spearheading the effort to commemorate the historical value of the Alfred Village Hall with a New York State Historical Marker to be placed in front of Village Hall. He is developing a primary source of information for the sign, a location, installation crew and permission install the sign.
- b. Discussion was held regarding the lack of removal of an old utility pole once the new one has been installed. Various residents are in the same situation and the utility company is responsible for removing them.
- c. A request was made to have the planning board agendas posted online prior to the meetings, for planning board meeting cancellations to be posted online and for the planning board minutes to be posted online in a timely manner. This will be addressed by board members.

4. Minutes – A motion was made and seconded by Trustees Brown/Ninos to approve the minutes of the regular board meeting of October 8, 2019. Motion passed 5-0.

5. New Business

- a. **Kier Dirlam and Michelle Denhoff** – Allegany County Planning & Development– The compiled comments on the draft of the Alfred Comprehensive Plan were reviewed and the next steps in the approval process explained. A tentative date for the combined Town of Alfred and Village of Alfred public hearing on the Alfred Comprehensive Plan was set for Tuesday January 7, 2020 at 7:00 pm. After discussion, it was decided to have Kier Dirlam approach the Town of Alfred requesting them to be the lead agency.
- b. **Report of Unpaid Taxes – A motion was made** and seconded by Trustees Ninos/Gill to acknowledge receipt of Account of Unpaid Taxes in the amount of \$15,426.74 and certify that the account is accurate. Motion passed 5-0.
- c. **CEO Building Permit Application Fee - A motion was made** and seconded by Trustees McClain/Brown to approve Code Enforcement Officer final payment for the project joining Tefft and Moskowitz residence halls in the amount of \$211.05. Motion passed 5-0.
- d. **CEO Building Permit Application Fee - A motion was made** and seconded by Trustees Brown/Ninos to approve Code Enforcement Officer final payment for the work being done on Tefft Hall in the amount of \$210.38. Motion passed 5-0.
- e. **Bank Account – A motion was made** and seconded by Trustees McClain/Brown to authorize one new Village bank account at Steuben Trust

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Company for the Smart Growth Empire State Development Grant transactions with Debra Slade, Carolyn Hasper and Becky Prophet assigned. Motion passed 5-0.

- f. **QuickBooks Copy** – **A motion was made** and seconded by Trustees McClain/Brown to provide Buffamante Whipple Buttafaro (BWB) with an accountant’s copy of QuickBooks for general ledger assistance. Motion passed 5-0.
- g. **Municipal Solutions** – **A motion was made** and seconded by Trustees Ninos/McClain to authorize Mayor Becky Prophet to sign the October 22, 2019 Amendment to the Contract Dated July 26, 2018, Sewer System Improvements Project with Municipal Solutions. (roll call vote)
 - 1. Mayor Prophet - Aye
 - 2. Deputy Mayor McClain – Aye
 - 3. Trustee Brown – Aye
 - 4. Trustee Gill – Aye
 - 5. Trustee Ninos – AyeMotion passed 5-0.
- h. **Municipal Solutions** – **A motion was made** and seconded by Trustees Ninos/Brown to authorize Mayor Becky Prophet to sign the October 22, 2019 Amendment to the Contract Dated July 26, 2018, Water System Improvements Project with Municipal Solutions. (roll call vote)
 - 1. Mayor Prophet - Aye
 - 2. Deputy Mayor McClain – Aye
 - 3. Trustee Brown – Aye
 - 4. Trustee Gill – Aye
 - 5. Trustee Ninos – AyeMotion passed 5-0.
- i. **Historical Marker** - **A motion was made** and seconded by Trustees McClain/Gill to support the placement of a New York State Historical marker for Firemen’s Hall (now Village Hall). Motion passed 5-0.

6. Old Business - none

7. Working Groups/Committees

- a. Town Board Meeting Attendance – 11/14/19 Trustee Ninos will attend

8. Reports

- a. Deputy Mayor/Planning Board – Trustee McClain gave a report including an update on the progress of the Sidewalk project connecting the Village of Alfred and the Town of Alfred being done through the Smart Growth Grant. After interviews and deliberation, the committee’s choice for the engineering work is Clark Patterson Lee. **A motion was made** and seconded by Trustees Ninos/Gill to support the choice of

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the steering committee for the Downtown Revitalization Initiative/Smart Growth Grant Sidewalk Project's engineering work of Clark Patterson Lee. Motion passed 5-0.

Mayor Becky Prophet and Deputy Mayor Peter McClain will be the negotiating committee for the upcoming Police Union contract.

- b. Public Works – Trustee Ninos gave a report
- c. Police – Chief Griffith gave a report
- d. Youth & Recreation/Business Association – Trustee Brown gave a report
- e. Village Hall – Trustee Gill gave a report
- f. Mayor/Fire & Ambulance Dept/Code Enforcement - Mayor Prophet gave a report

9. Public Comment – Positive comments were received regarding the Smart Growth Grant.

10. Finance

- a. **Fiscal Summary – A motion was made** and seconded by Trustees Ninos/Brown to acknowledge receipt of the October fiscal summary and financial statement. Motion passed 5-0.
- b. **Bills Abstract 2020-6 - A motion was made** and seconded by Trustees Brown/Gill to pay bills in the total amount of \$104,950.19 as detailed below and on the abstract list distributed to the board.
 - 1. General Fund \$79,008.27
 - 2. Water Fund \$9,075.38
 - 3. Sewer Fund \$16,426.34
 - 4. Capital Projects \$440.20Motion passed 5-0.

11. Executive Session - A motion was made and seconded by Trustees McClain/Gill to enter executive session to discuss two separate matters pertaining to personnel at 9:54 pm. Motion passed 5-0. No action was taken. **A motion was made** and seconded by Trustees Brown/Gill to leave executive session at 10:10 pm. Motion passed 5-0. **A motion was made** and seconded by Trustees McClain/Brown to enter executive session to discuss matters pertaining to personnel at 10:10 pm. Motion passed 5-0. No action was taken. **A motion was made** and seconded by Trustees McClain/Gill to leave executive session at 10:30 pm. Motion passed 5-0.

12. Office Aide Hiring - A motion was made and seconded by Trustees Gill/Brown to appoint Carrie Jefferds as Village office intern at \$15.00 per hour. Motion passed 5-0.

13. Adjournment – A motion was made by Trustee McClain to adjourn at 10:33 p.m.

14. Upcoming Meetings

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- a. Next Regular Board meeting Tuesday, December 10, 2019 at 7:30 p.m.

Respectfully submitted,

Carolyn Hasper, Clerk