

Village of Andover
Board of Trustees - Regular Board Meeting
April 10, 2018 6:00 pm

The meeting was called to order at: 6:14 pm. The mayor led in the Pledge of Allegiance.

PRESENT: Mayor: David Truax
Trustees: Robert Carter; Bill Emery; Melanie Thorp and Scott Updyke
DPW Supt: Jon Martin
Officer in Charge: Jim Rumfelt
Village Clerk: Pam Reed

PUBLIC: (sign in sheet)
B & L Engineering - Matt Zarbo; Zac Roberts; Deb Dibble; Christine Todd; Alice Howland;
Teresa Andersen; Randy Mackin

MINUTES: The minutes from the March 13, 2018 Board meeting were reviewed. On a motion made by Trustee Rob Carter and seconded by Trustee Bill Emery, the Board approved the minutes of the Regular Board meeting. Carried.

As an update to the March minutes, Mayor Truax explained that Armstrong may be willing to give Wi-Fi hotspots to the Village and he is still working with them on the price (using our poles). Frontier is working on a bid with the Village also.

As an update to the public hearing regarding farm animals in the Village: the mayor explained that the issue cannot be put out for public vote per NYSCOM and that the Board makes the decision. This was tabled until a committee is formed and meets.

On a motion made by Trustee Bill Emery and seconded by Trustee Scott Updyke, the Board approved Abstract (3/16-4/10/18).

PUBLIC PARTICIPATION:

- > B & L Engineering: Matt Zarbo from Barton & Loguidice discussed the grants awarded to the Village for the sewer feasibility study. The Village will pay \$2,250 and can make up \$6,000 using local firms & Village employees/staff to offset the cost of locating Village infrastructure (septic systems). He suggested that planned sewer lines should be located in back yards. The total project cost is \$81,000 (\$75,000 actual and \$6,000 in kind. B & L will take an active role in filing all necessary paperwork and scheduling this project (September 1, 2018 is target deadline date per Matt.)

Teresa Andersen questioned reimbursement. Per Matt - grants are awarded 1/2 up front and final 1/2 half is reimbursable with invoices from B&L that we pay and then submit for reimbursement from grant agency.

(See 3 RESOLUTIONS attached from B & L)

RESOLUTION - (04/10/18) TO ALLOW MAYOR TO SIGN NECESSARY PAPERWORK FROM B & L ON BEHALF OF THE VILLAGE OF ANDOVER

Offered BY Trustee Bill Emery and seconded by Trustee Rob Carter that David Truax, as mayor of the Village of Andover, can sign documents pertaining to the sewer feasibility study on behalf of the Village of Andover.

Roll Call Vote: Mayor Truax - Aye; Trustee Thorp - Aye; Trustee Carter - Aye; Trustee Updyke - Aye; Trustee Emery - Aye.

The Mayor therefore declared the resolution duly adopted.

REPORTS: DPW - No report submitted

- > Jon Martin (verbal report) discussed: Street conditions and advised will fill potholes, etc. as weather permits; drainage issues need to be addressed and that DPW is doing work cheaper than in the past. Jon will submit his daily logs and project plan package to the Board at monthly meetings.

Trustee Updyke and Mayor Truax explained why these daily reports are necessary and encouraged Jon to submit brief daily employee activity for our records.

Trustee Thorp inquired about qualifications for some of the duties required by DPW staff. Jon said he investigated and found that no certification was needed to run bucket truck and said that Ed trained him and then signed off on it. He further mentioned that he was allowed to be 2' from secondary line and 10' from a primary line or Ed is in the truck.

Jon detailed that the DPW crew has been doing: re-hookups; chipping; work at Haunted House; maintenance on the sweeper; brush; attachments (when no power was on), etc.

On a motion made by Trustee Rob Carter and seconded by Trustee Bill Emery, the Board approved the (verbal) DPW report.

CODE ENFORCEMENT - No report submitted - position vacant as of 03/31/18

JUSTICE - The Justice Report was submitted to the Board.

- > Jim mentioned that court was 2 hours long (9-11am) as tickets are up.

On a motion made by Trustee Rob Carter and seconded by Trustee Bill Emery, the Board approved the JUSTICE report.

POLICE - Officer in Charge, Jim Rumpfelt, submitted the Police Report to the Board.

- > Jim said there is more town and deer activity. Discussed dispatch totals this month had Andover at 100 and Friendship was at 105 and traffic citations were at 75 (51 last year).
- > Police car - Jim advised that car starter part had to be ordered.
- > Jim asked Board for approval to attend a (school shooting) training in Florida in July. He explained that a grant will pay for mileage and cost but asked for Board approval for hotel cost (approx. \$500) which is in the budget. Reservations are required by April 16, 2018 per Jim. Trustee Thorp made a motion to approve the request to attend this training and Trustee Bill Emery seconded. Carried.

On a motion made by Trustee Rob Carter and seconded by Trustee Bill Emery, the Board approved the POLICE report.

CORRESPONDENCE RECEIVED: none

OLD BUSINESS:

- > The Farm Animal Local Law was discussed. A new committee will be formed to finalize amendments to the existing Local Law. Members will include: Tony Niedermaier, Teresa Andersen, Randy Mackin, Bill Emery and Scott Updyke. Trustee Thorp will check last meeting's attendees to see if any committee interest.
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NEW BUSINESS:

- > Zac Roberts: Mayor Truax welcomed new DPW employee.

On a motion made by Trustee Bill Emery and seconded by Trustee Rob Carter, the Board approved the appointment of Zac Roberts.
- > Maria Wood: Mayor Truax confirmed that Maria Wood was offered \$20.00/hr.

consulting fees to assist the Village Office as needed.

On a motion made by Trustee Mel Thorp and seconded by Trustee Rob Carter, the Board approved the appointment of Maria Wood.

- > Police car purchase: was discussed at length. The cost was quoted at \$26,272 (with a \$4,000 trade). This would be approx. \$667/month for 4 years. Jim advised it may need lights and siren box and said Erik Potter is pricing this.

After further discussion, Jim will try to sell the old car outright at a minimum of \$6,000. Trustee Emery and Mayor Truax suggested the ad include a Village "right to refuse" any bid and it was mentioned that ad should advise "As Is" condition. As the new car cannot be available until July due to delivery, the Mayor and Jim suggested taking bids the end of May 2018.

On a motion made by Trustee Bill Emery and seconded by Trustee Rob Carter, the Board agreed to give the Mayor, David Truax, permission to order a new police car and the Village will not sign until June 1, 2018.

- > Jon advised that Zac Roberts will need a drug screening form and will get with the Clerk.
- > Jon Martin questioned his overtime requirements and questioned pay rate. After discussion, the Board and Mayor suggested that, now that DPW has a new employee, Jon should take it easy and only work overtime in an emergency situation. All agreed that 45 hours minimum was a fair limit. Trustee Emery confirmed that Jon should only work 40 hours and advised Jon to take time off. Jon's benefits were discussed briefly.
- > Jon Martin mentioned the need for insurance for his wife. Mayor Truax and others suggested that he check into HealthCare.gov and NYSOH services on-line and let the Board know what quotes are available. Trustee Emery asked if Mrs. Martin could be put on payroll for 1 hour to get health insurance and was advised that was not a possibility as need to be full-time. Jon will check insurances available and the Board will discuss this again at a future Board meeting.

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- > Deputy Clerk position: The Board and Mayor agreed to post an ad to fill this position, following Village procedure.

EXECUTIVE SESSION: Per the Mayor's inquiry, the executive session requested was declined.

On a motion made by Trustee Mel Thorp and seconded by Trustee Rob Carter, the Board meeting was adjourned at 8:30pm.