

**Village of Afton
Board of Trustees Meeting
Jack D. Bolster Community Center, Afton, NY
November 10, 2025**

Minutes of the meeting of the Board of Trustees held November 10, 2025, in the Susquehanna Room, 105 Main Street, Afton, NY.

Meeting called to order at 7:05 pm, by Deputy Mayor, Trustee Humphrey, who welcomed everyone. He reminded everyone of the guidelines for public comment.

Present: Deputy Mayor, Trustee Humphrey, Trustee T. Lawrence, Trustee L. Matthews, Clerk/Treasurer Palmatier and DPW Supervisor DeBetta.

Absent: Officer in Charge Frank Ventura.

Visitors: Ina Marvin, Kathy & Jr. Shaffer, Samantha Sickler, Gail Goldstein, Christopher Kehoe, Julie Sutton, Joe Hughes, April Leggett, James Parkinson and Daron Schultes.

- Motion authorizing Clerk/Treasurer to pay the following audited vouchers.
General Fund Vouchers # 109 - 128, Totaling \$8,228.48.
Water Fund Vouchers # 56 – 67, Totaling \$7,290.76.
Christmas Parade Fund Vouchers # 8, Totaling \$200.00.

Motion as Follows:

Trustee L. Matthews – Aye

Trustee T. Lawrence – Aye

Trustee Humphrey – Aye

All in favor, motion passed.

- Motion to accept previous minutes with no additions or corrections.

Motion as Follows:

Trustee T. Lawrence – Aye

Trustee L. Matthews – Aye

Trustee Humphrey – Aye

All in favor, motion passed.

Monthly Report:

- **DPW/ Water:** Verbal report given by DPW Supervisor DeBetta. The Department have been working on leaf and brush pickup. This week will conclude the leaf pickup for the year, as the department will be getting the trucks and plows ready for winter weather. They have shimmed Park Ave to have it ready for paving in the spring to fix the water run-off.
- **Police Department:** No report.
- **Code Enforcement:** No report as there is a vacancy. Deputy Mayor, Trustee Humphrey reminded everyone that the village is looking to fill the position, if anyone, knows of anyone who may be interested.

- Planning Board: Planning Board Chair, April Leggett informed the Village Board of Trustees with a number discussions:
 - ✓ Held public meeting to discuss potential ideas for grant-funded projects to benefit the village.
 - ✓ May have 3 more people that are possibly interested in becoming Planning Board Members.
 - ✓ Discussion of placement of village codes and laws on village web page.
 - ✓ Microphones - Deputy Mayor, Trustee Humphrey stated that he is looking into different options.
 - ✓ Commerce of Chenango Membership
 - ✓ Yellow Houses – Would like to see a developer come in to make these houses affordable for younger, professional people. There were discussions on what the village board expected to see happen with these properties.
 - ✓ Southern Tier 8 Regional Board will be hosting a Workforce Housing and Infrastructure on Tuesday, November 18, 2025 at the Doubletree Hotel. Ms. Leggett would like to attend, have the village pay for the cost to of attending, at \$75.00.
- Motion made to allow for Planning Board Chair, April Leggett to attend the Southern Tier 8 Regional Board, Workforce Housing and Infrastructure on November 18, 2025 at the Doubletree Hotel, at no more than \$75.00.
 Motion as Follows:
 Trustee L. Matthews – Aye
 Trustee T. Lawrence – Aye
 Trustee Humphrey – Aye
 All in favor, motion passed.
- Finance/Insurance: Clerk/Treasurer Palmatier informed the Village Board of Trustees that the unpaid taxes have been, sent back to the County, we should receive the unpaid tax warrant within the next month – month in a half.
- Parade Committee: Daron Schultes stated that the Christmas Parade Committee will be, holding their next meeting, here in the Susquehanna Room, on Thursday, November 13, at 7pm, for anyone wishing to join the meeting. The parade will take place on Saturday, December 6, 2025, with pre-parade activities to begin at 5:30 pm and the kick off the parade to begin at 6pm. The horses will be, stationed at the school grounds this year. School kids will be selling food in the afternoon as well as during the parade. The First Baptist Church will be opening their gymnasium; there will be polar express rides. We are still looking for volunteers, if anyone would like to help.
- 4 Towns Forward: Trustee L. Matthews informed the Village Board of Trustees that the Christmas schedule for the 4 villages would be sent out shortly. The 4 Towns Forward has signed the headliner for the Annual Music Festival, the headliner will be Jackson Dean. They will be hosting a local band competition in March; the winner of this contest will be the opening act for Jackson Dean.
- Visitor Gail Goldstein was here tonight on behalf of the Greater Area Chamber of Commerce. She expressed that Main Street Businesses are doing well. The Horton Hardware building has sold, the new owner is looking at different options for the buildings use. The J & J Twisted Thrifter's Shop is doing

well. Enchanted Treasurers has just held their ribbon cutting ceremony for their grand opening. The Old 5 & 10 building has sold. The new owners are hopeful to be open before the Christmas Parade to show case what they have to the public.

- Historian Report: No report.
- Dog Control Officer: - Report distributed.

Old Business:

- Progress on the 2 Yellow Houses. Deputy Mayor, Trustee Humphrey stated that a letter of intent was submitted to the New York State Homes and Community Renewal, to see if we can receive funds to have these houses demolished. At this time, the board feels as though it is best to have the properties cleared of debris before trying to sell to a potential buyer.
- Camera Discussion – Trustee T. Lawrence is waiting on obtaining an estimate from a supplier.
- Charging Station – Trustee T. Lawrence informed the Village Board of Trustees that the New York Power Authority is just about finished with the construction. They are expect to have the system completed by December 20, 2025. They will require that a village member do a walk through on the project, before completion.
- Trustee T. Lawrence asked if there was any information from the Zoning Board of Appeals regarding the last public hearing that they held. Deputy Mayor, Trustee Humphrey stated that no new information, has been, shared by the Zoning Board.

New Business:

- Motion made to allow the Village of Afton to join Commerce Chenango, at no more than \$250.00 annually.
Motion as Follows:
Trustee L. Matthews – Aye
Trustee T. Lawrence – Aye
Trustee Humphrey – Aye
All in favor, motion passed.
- Motion to move \$2,113.17, from Capital Reserves Water Improvement Savings Fund for payment of Invoice # 00025 - to Lamont Engineers for engineering services as follows:
(F8397.20 - Contractual -Lamont Engineers – for \$2,113.17).
Motion as Follows:
Trustee L. Matthews – Aye
Trustee T. Lawrence – Aye
Trustee Humphrey – Aye
All in favor, motion passed.
- Resolution designating Wednesday, March 18, 2026 as the Village of Afton Election Day. The election will take place at the Jack D. Bolster Community Center; 105 Main Street, Afton, NY, polls will be open from noon until 9 pm.
Motion as Follows:
Trustee L. Matthews – Aye

Trustee T. Lawrence – Aye
Trustee Humphrey – Aye
All in favor, motion passed.

- Motion to appoint Diane Whipple and Linda Curran as election inspectors for the Village of Afton, Election held on Wednesday, March 18, 2026.
Motion as Follows:
Trustee T. Lawrence – Aye
Trustee L. Matthews – Aye
Trustee Humphrey – Aye
All in favor, motion passed.
- Motion to appoint Norman Shaffer Jr. as a Village Trustee to fill the remainder of the 2-year term left vacant by Deanna Lawrence.
Motion as Follows:
Trustee T. Lawrence – Aye
Trustee L. Matthews – Aye
Trustee Humphrey – Aye
All in favor, motion passed.
- Motion to close the village office from February 2 thru February 5, 2026.
Motion as Follows:
Trustee L. Matthews – Aye
Trustee T. Lawrence – Aye
Trustee Humphrey – Aye
All in favor, motion passed.
- Motion to adopt Village of Afton Video and Camera Policy.
Policy is as Follows:

**VILLAGE OF AFTON
VIDEO AND CAMERA POLICY
Adopted: November 10, 2025**

I. Purpose and Intent

The Board of Trustees of the Village of Afton finds that the installation and use of video cameras on certain Village properties serves a legitimate public purpose by enhancing public safety and supporting law enforcement efforts. The Board further recognizes that any use of surveillance technology must respect the reasonable expectation of privacy afforded to individuals under law.

This Policy establishes uniform guidelines for the placement, operation, and maintenance of Village cameras and related recording systems. It may be amended from time to time by resolution of the Board of Trustees. Village cameras may be owned, maintained, serviced, or installed by Village personnel or by authorized third parties pursuant to written agreement. Cameras may be located on Village property or, with consent and appropriate agreement, on private property subject to this Policy and all applicable legal requirements.

II. Definitions

Audio Recording: The process by which sound information is captured onto a storage medium for later reproduction of the original sound.

Livestream: A live transmission of video of a place or event over the internet.

Video Cameras: An optical instrument that captures moving images.

Video Recording: The process by which ongoing images are recorded for later viewing.

Village: The Village of Afton and/or the Village Board of Trustees for the Village of Afton.

III. Audio

At no time shall any Village camera make or retain audio recordings of any kind. The Village recognizes that the interception or recording of oral communications without consent may constitute a violation of New York State Penal Law § 250.05. Accordingly, all Village cameras equipped with microphones shall have the audio-recording function disabled at all times.

IV. Use and Installation of Village Cameras on Private Property

In the event that private property owners grant the Village permission to install Village cameras upon property owned by those private property owners, such authorization shall be memorialized in writing. The Village shall not provide any gifts, payments, or other consideration in exchange for such permission. Private property owners shall have no ownership interest in, nor access to, any video recordings produced by Village cameras located upon their property, except to the extent that such access is available to the general public through authorized livestreaming by the Village or pursuant to the New York Freedom of Information Law. Under no circumstances shall public funds be used for a private purpose.

V. Protection of Reasonable Expectation of Privacy

The Village recognizes that the United States Constitution affords all persons a reasonable expectation of privacy that must not be infringed upon. This right is well established, whether an intrusion is physical or electronic, and whether the actor is a private party or a governmental entity.

To protect those reasonable expectations of privacy, no Village camera shall face, record, or be directed at any area in which an individual would have a reasonable expectation of privacy. The Village shall employ best efforts to ensure that each camera is positioned and programmed to avoid any potential violation of such expectations. By way of example, Village cameras shall not face or record the interior of residences, businesses, bedrooms, bathrooms, or any other location in which privacy is legally protected.

VI. Access to Video Recordings under the New York Freedom of Information Law

Any video collected by Village cameras and retained as a recording shall be safeguarded as a Village record subject to disclosure under the New York Freedom of Information Law (Public Officers Law, Article 6), as the same may be amended from time to time. In the event that an individual seeks access to recorded content, such request shall be submitted in accordance with the Village's established FOIL procedures. All recordings shall be reviewed by the Village prior to release to ensure compliance with the provisions and exemptions of the Freedom of Information Law, as amended.

VII. Livestreaming

The Village may determine that video from one or more Village cameras should be made available to the general public through an authorized livestreaming platform. Prior to initiating any livestreaming, the placement and operation of such cameras shall be confirmed to be in full compliance with all provisions of this Policy. Livestreaming shall not constitute or serve as an official Village record. It is intended solely to provide a live, unrecorded, real-time view of designated public areas for informational and community engagement purposes.

VIII. Law Enforcement Access to Village Camera Footage

While it is not the intent of the Village to create records through the use of video cameras, the Village may, from time to time and upon request, provide law enforcement agencies with video footage obtained from Village cameras. Although signage related to security purposes shall not be displayed, all cameras shall be reasonably conspicuous to ensure compliance with applicable notice requirements.

Any footage provided to law enforcement shall be maintained in accordance with the requirements of the New York Freedom of Information Law (Public Officers Law, Article 6), as the same may be amended from time to

time. Such footage shall be subject to disclosure only to the extent permitted under the Freedom of Information Law and any other applicable confidentiality or evidentiary provisions.

IX. Additions and Amendments

This section is reserved for future amendments as may be adopted by resolution of the Village Board.

X. Severability

If any section or provision of this Policy is determined to be invalid, void, or unenforceable for any reason whatsoever, such determination shall not affect the validity or enforceability of the remaining sections or provisions of this Policy, which shall remain in full force and effect.

XI. Effective Date

This Policy shall take effect immediately upon its adoption by resolution of the Board of Trustees of the Village of Afton and shall remain in effect unless and until amended or repealed by subsequent resolution of the Board.

Motion as Follows:

Trustee T. Lawrence – Aye

Trustee L. Matthews – Aye

Trustee Humphrey – Aye

All in favor, motion passed.

Recognition of Visitors:

- Visitor Daron Schultes, Christmas Parade Committee Chairman asked DPW Supervisor DeBetta how many Christmas Tree Stands there were, as they will be setting the Christmas trees on Saturday, November 22, 2025. Linda will be reaching out with the addresses for placement.
- Visitor Charles Torres expressed his opinion about the video and camera policy.
- Visitor Christopher Kehoe expressed to the Village Board of Trustees that as a business owner he would like to thank the board for what they do. We are beginning to see businesses build; we appreciate what you do for the community. Mr. Kehoe expressed that he does not feel as though a developer in practical when it comes to the yellow houses; they need tearing down. The Village Board of Trustees thanked Mr. Kehoe.
- Visitor Ina Marvin informed the Village Board of Trustees that she is the president of the Algerine Street Water Association. She expressed that not everyone has received a letter regarding the water meter installation. Mrs. Marvin, was informed that the letters were sent by Lamont Engineers, who is the engineering firm helping the village with the project. Deputy Mayor, Trustee Humphrey said that he could reach out to Brendon to see if any letters were, returned. Mrs. Marvin stated that she had shared her letter with those who did not receive one. Mrs. Marvin is questioning whether the water main will be, fixed if it becomes, compromised during the installation process. Trustee T. Lawrence said that TK Harrington is the company doing the install; they would need contacted.
- Visitor Samantha Sickler expressed that she moved back into the area a couple of years go, she has attended different meeting to see what is happening in the community. She is a member of the Afton Youth Sports Organization (AYSO). She pressed how important it is for kids to have programs where they can have social and mental stability. She expressed that DPW Supervisor DeBetta is always willing to help AYSO when asked. She thanked the Village Board of Trustees for their continued support and presented them with a canvas of children playing different sports, with the signatures of the children

enrolled in the Afton Youth Sports Organization program. The Village Board of Trustees thanked, Ms. Sickler.

- Visitor Julie Sutton asked the Village Board of Trustees if the water meters, would be, billed as an actual use or a minimal amount for water used. DPW Supervisor DeBetta, stated that all water meters need to be installed before they are ready to be used. Once they are, installed we will need to figure out what the base line of water used within the village is, to decide what the annual billing of water will be. As this is the typical process for water meter billing.
- Visitor Charles Torres asked if the Fire Department could do a controlled burn on the 2 yellow houses. Mr. Torres was, informed that the Fire Departments no long does controlled burns, as it is a liability.
- Motion to adjourn our regular meeting at 8:00 pm.

Motion as Follows:

Trustee T. Lawrence – Aye

Trustee L. Matthews – Aye

Trustee Humphrey – Aye

All in favor, motion passed.

Respectfully Submitted,

Ann Palmatier,
Clerk / Treasurer