

PROCEEDINGS OF A MEETING OF THE VILLAGE BOARD OF TRUSTEES
October 12, 2010 – 7:00 PM

Present:
Mayor Robert Corby
Trustees Paula Sherwood
Tim Galli
Trip Pierson
Absent Steve Maddox
DPW Superintendent John Cufari
Recording Secretary Anne Hartsig

Deputy Mayor Galli called the meeting to order at 7:05 PM.

TREASURER’S REPORT – MARY MAROWSKI

The Treasurer presented vouchers listed on Abstract #5 of 2010/11 fiscal year for approval. A **motion** was made by **Trustee Galli, seconded by Trustee Sherwood**, to approve payment of vouchers listed on Abstract #5 in the amounts stated below, and to charge them to the appropriate accounts.

Abstract #5 – 2010/11

General Fund (#152-#164, #166-#185, #76-#81, #187-#197):	\$ 20,442.71
Sewer Fund (#157, #165, #186, #193):	\$ 341.29
Total vouchers for approval:	\$ 20,784.00

VOTE: Galli - yes, Sherwood – yes, Pierson – yes. **Motion carried.**

Other Business:

- Bank balances: The General/Sewer CD’s were consolidated into the savings account due to low interest rates.
- Request to attend Health Care Reform conference: A **motion** was made by **Trustee Sherwood, seconded by Trustee Galli** to approve the attendance of the Treasurer and the Clerk at a half day health care reform seminar at a cost of \$35 per person.
VOTE: Galli - yes, Sherwood – yes, Pierson – yes. **Motion carried.**
- Monroe County Intermunicipal Co-operative Purchasing Agreement: The Village received a proposed agreement for the purpose of purchasing of electricity and natural gas by the County at lower prices than the Village could purchase on its own. Trustees signed a similar agreement in 2008. It was decided that the Village Attorney should review this contract before a resolution is passed to accept it. The Treasurer will send a copy to Jeff Turner for his review.
- Trustee Galli suggested that the Treasurer provide budget projections for review prior to the next meeting.
- The Treasurer presented an informational packet including the status of unpaid invoices for consultants for the 75 Monroe Avenue project.

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DPW REPORT – JOHN CUFARI

Mr. Cufari reported on the following:

- Collaborative efforts with the School District and the Town have taken place including work on the drinking fountains, service of leaf machine, fire inspections, making signs for Rand Place, and the North Main Street sewer metal-deposit removal.
- The crew serviced the 1966 generator. It is ready to be used.
- A temporary speed hump was installed on Rand Place.
- Sewer flushing, patching, painting, and service work on equipment, including snow equipment has been done.
- A water leak at the shop has been repaired.
- A tree on Boughton Avenue will be removed.
- The speed monitor has been in service.
- The village clock has been painted and new lettering will be installed.
- The pedestrian crosswalk sign at North Main and Schoen Place was stolen.
- The fire extinguishers were inspected. Some will need to be replaced next year.
- Two requests from residents have been received. One request was for stop signs at Elmbrook and Eastview Terrace and one request was for the Village to fix erosion on the Rand Place private drive. No action was taken on these issues.
- The Superintendent received a quote for repairs to the Howitzer cannon for \$1850.
- Dumpsters continue to be a problem in the Burdett lot, at the Coal Tower, and at Olives.
- It has been reported that the driveway/sidewalk at 8 Washington Road is too high.

Mr. Cufari complimented the crew on the job they have been doing during the last month. He stated that it is time to hire a full time or part time crew member or rely on the use of a Town employee. He said the crew leader position is still open for discussion.

Mr. Cufari met with the Village insurance agent, Gary Wilkins. They reviewed and updated the equipment list for the 2010/11 insurance renewal.

Trustee Sherwood reported that the water in one of the dog drinking fountains sometimes does not shut off. Mr. Cufari said that due to the design of the fountain, the only way to fix this it is to take it apart.

75 MONROE AVENUE SEQR RESOLUTIONS

The Board of Trustees passed the following resolutions:

Resolution #12 - 2010

Declaration of Lead Agency – 75 Monroe Avenue

Whereas, the Village of Pittsford received an application from Pittsford Canalside Properties LLC for Special Use Permits for property at 75 Monroe Avenue and,

Whereas, the Village of Pittsford discussed the Lead Agency role with the Town of Pittsford and it was agreed that the Village Board of Trustees will serve as Lead Agency in an agreement dated January 11, 2010,

Now Therefore Be It Resolved on a **motion** made by **Trustee Galli**, **seconded by Trustee Pierson**, that the Board of Trustees of the Village of Pittsford declares itself the Lead Agency under the New York State Environmental Quality Review Act (SEQR) in connection with the application by Pittsford Canalside Properties LLC for Special Use Permits for development of property at 75 Monroe Avenue.

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Vote: Galli - yes, Sherwood - yes, Pierson – yes. **Motion carried.**

Resolution #13 - 2010

Declaration of Proposed Action – 75 Monroe Avenue

Whereas, the Village of Pittsford received an application from Pittsford Canalside Properties LLC for Special Use Permits for development of property at 75 Monroe Avenue,

Now Therefore Be It Resolved on a **motion** made by **Trustee Galli, seconded by Trustee Sherwood,** that the Board of Trustees of the Village of Pittsford has determined that the proposed action is classified as a Type 1 Action based on the location of the proposed property because the property is adjacent to historic places including the Erie Canal and the Village of Pittsford, SEQR (617.4 (b) (9)).

Vote: Galli - yes, Sherwood - yes, Pierson – yes. **Motion carried.**

TEMPORARY EVENT SIGN REQUESTS

Boy Scout Troop 341: Matt Barbaccia, representing BSA Troop 341, requested temporary signage to be placed in the village to advertise the annual fund-raising Christmas tree sale that will take place from November 26th to December 22, 2010 in the Marshals' parking lot across from Pittsford Plaza. He requested two signs to be erected from 11/17/10 to approximately 12/23/10.

Trustees discussed the length of time that the signs are being requested and compared it to the Village Code. Because more and more groups are requesting temporary signs, Board members determined that the Code must be followed by all applicants to avoid setting a precedent and to be consistent with approvals for other temporary sign requests. Therefore, a **motion** was made by **Trustee Pierson, seconded by Trustee Sherwood** to approve two signs as follows:

- One sign on the ne corner of the Four Corners (the clock corner)
- One sign on the nw corner of Jefferson Road and Sutherland Street
- Signs may be erected on 11/26/10 and removed on 12/4/10

Vote: Galli - yes, Sherwood - yes, Pierson – yes. **Motion carried.**

PTSA Super Sale: Chris Brush, a representative for the Pittsford District PTSA, requested two signs to advertise the PTSA annual Super Sale. The request is to rotate the signs among four locations within the village from October 16th to October 23, 2010. Members discussed the potential implications of rotating signs to four different locations. A **motion** was made by **Trustee Sherwood, seconded by Trustee Galli** to approve two temporary signs as follows:

- One sign at the intersection of Jefferson Road and South Street
- One sign at the intersection of State Street and South Street
- Signs may be erected on 10/16/10 and removed on 10/23/10

Vote: Galli - yes, Sherwood - yes, Pierson – yes. **Motion carried.**

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Pittsford United Nursery School: Stacia Paganelli, the Publicity Chair for Pittsford United Nursery School, requested one sign to advertise the annual Holiday Gift Market. A **motion** was made by **Trustee Pierson, seconded by Trustee Sherwood** to approve one temporary sign as follows:

- One sign at the intersection of Jefferson Road and South Main Street
- The sign may be erected on October 30, 2010 and removed on November 6, 2010 at the conclusion of the event.

Vote: Galli - yes, Sherwood - yes, Pierson – yes. **Motion carried.**

~Mayor Corby arrived at 8:00 PM~

RAND PLACE SITE VISIT

A site visit has been scheduled for October 16th to obtain feedback from residents about the temporary speed hump that has been in place on the street for approximately one month. Trustee Galli and Superintendent Cufari will meet with residents and report back to the Trustees.

NORTHFIELD COMMON

In a letter written by Attorney Robert Teamerson to Village Attorney Jeff Turner, Mr. Teamerson said that the owners of Northfield Common have denied knowledge of the removal of a crabapple tree from Village property.

Mayor Corby met with the owners to explain the need for the immediate submission of site plan application for Northfield Common. A coordinated plan is needed for the improvements that are being undertaken. One problem is the lack of drainage that is eroding the ground over the sewer line. In addition, it appears that Olives Restaurant may have increased their seating on the patio and may need to apply for an expansion of their special permit. Attorney Turner will be asked to write a letter to the owners of 15 State Street and of 50 State Street.

TOLLING AGREEMENT

Attorney Turner provided the Village Board with a copy of the Tolling Agreement that he signed. The purpose for the agreement is to allow St. Louis and the Village to attempt to resolve issues raised by St. Louis Church without resorting to litigation in regards to their recent application for site plan approval, change of lot line, and special exception use.

VERIFIED ANSWER TO LEGAL NOTICE REGARDING 19 SOUTH MAIN ST.

A **motion** was made by **Mayor Corby, seconded by Trustee Sherwood** to authorize the Village Clerk, in the absence of the Mayor, to sign a Verified Answer to a legal action regarding 19 South Main Street, which will be written by Village Attorney, Jeff Turner.

Vote: Corby – yes, Galli - yes, Sherwood - yes, Pierson – yes. **Motion carried.**

RESOLUTION #11 - 2010

INTERMUNICIPAL AGREEMENT WITH MONROE COUNTY RE: PAVEMENT MARKINGS AND SIGNS

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Be It Resolved on a **motion** made by **Trustee Galli, seconded by Trustee Pierson**, that the Board of Trustees of the Village of Pittsford authorizes the Mayor to execute an intermunicipal agreement and any amendments thereto with the County of Monroe, to have the County provide pavement marking and sign services to the Village as requested, as described in “the agreement” presented by Terrence J. Rice, Director of Transportation, which fully executed agreement shall be on file in the Office of the Village Clerk.

Vote: Corby – yes, Sherwood - yes, Galli - yes, Pierson – yes.

SPECIAL PERMIT REVIEW DOCUMENT

Mayor Corby presented a draft reference document which lays out and clarifies the requirements for special permit review that are found in various places in the Code and in the LWRP. The purpose is to assist Board members by providing a document that lists all of the questions that the PZBA and the APRB members should consider in one document. Mayor Corby said the document has been reviewed by the Village Attorney, by APRB Chairperson Paul Zachman, and by the PZBA Chairperson, Remegia Mitchell. Ted Bartlett has also reviewed the document.

Attorney Hagleberg requested the opportunity to review this document and discuss it with the Village Attorney. He said it would be appropriate for Paul Lytle and for the applicant to review it. Mayor Corby stated that the document is a memo, not a law. He said that after the meeting tonight, Mr. Hagleberg and members of the APRB and the PZBA will receive a copy.

Members Galli, Pierson, and Sherwood agreed that they are comfortable with the document, so long as the Village Attorney has reviewed it and given his approval. Board members were in agreement that the document should be circulated.

#C006861 GREENWAY WATERFRONT IMPROVEMENT GRANT CONTRACT

Village Engineer Scott Harter is reviewing this contract for waterfront improvements to be implemented by both the Town and the Village. He said it is a complicated document and he believes the Village Attorney should also review it before it is signed. Therefore, no action was taken on this contract.

ERIE CANAL MASTER PLAN RESOLUTION - RESOLUTION #14 OF 2010

The following resolution was approved.

**RESOLUTION TO ACCEPT THE TOWN AND VILLAGE OF PITTSFORD
ERIE CANAL MASTER PLAN**

WHEREAS, through a series of joint meetings, including meetings with residents and business owners of the area, the Town of Pittsford (“Town”) and Village of Pittsford (“Village”), with assistance from their joint Planner, Behan Planning and Design, developed a draft “Erie Canal Area Master Plan”, (“Plan”) dated 6/30/10, which outlines a master plan for approximately 32.3 acres of land located within the Town and Village, located at the northwestern edge of the Village along the Erie Canal; and

WHEREAS, the area involved consists of approximately 11.3 acres in the Village and approximately 21 acres of land in the Town; and

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WHEREAS, the stated goal of the plan is to “take advantage of the Erie Canal setting and existing natural assets by developing a proactive plan that coordinates enhanced use of the waterfront, new recreational opportunities, and a residential neighborhood”; and

WHEREAS, prior to the completion of the Plan, the Town and Village obtained public input through various outreach efforts, and consulted with local officials, departments and committees, representatives of the Town and Village Planning Boards, and other municipal representatives, businesses and property owners; and

WHEREAS, the Town of Pittsford approved a Resolution Accepting the Plan identical to this Resolution at its Town Board meeting held on September 21, 2010; and

WHEREAS, this is a Type II action pursuant to 6 NYCRR Part 617, Section 617.5(21) of the State Environmental Quality Review Act, and, therefore, is not subject to review under SEQRA;

NOW, therefore, following full and careful review and consideration of the Plan by this Board, and upon motion duly made and seconded, it is

RESOLVED, that the “Town and Village of Pittsford Erie Canal Area Master Plan” prepared by Behan Planning and Design and dated June 30, 2010, be and the same is hereby accepted; and it is

FURTHER RESOLVED, that the Town and Village will work cooperatively to implement the Plan and follow its recommendations, as opportunities arise.

Said matter having been put to a vote, the following votes were recorded:
Corby – yes, Galli – yes, Pierson – yes, Sherwood - yes. Motion carried.

Dated: October 12, 2010
Anne Z. Hartsig, Village Clerk

**RESOLUTION 15 OF 2010
ADDENDUM #2 OF THE VILLAGE COMPREHENSIVE PLAN**

WHEREAS, the Village Board of Trustees, in Resolution #14 of 2010, accepted the Town and Village of Pittsford Erie Canal Master Plan,

NOW THEREFORE BE IT, on a **motion made by Mayor Corby, seconded by Trustee Sherwood**, that the formally adopted schematic plan known as the Town and Village of Pittsford Erie Canal Master Plan, shall become Addendum #2 of the Village of Pittsford Comprehensive Plan, “*A Destination for the Ages*”, completed in January of 2002.

Vote: Corby – yes, Galli - yes, Sherwood – yes, Pierson – yes. **Motion carried.**

TIME WARNER CONTRACT RENEWAL

Trustee Galli reviewed the background of the contract renewal process for Time Warner Cable. Computel representatives reviewed Time Warner’s proposal and offered suggestions to Trustee Galli. Trustee Galli presented a list of those suggested changes to the Board. He said he will ask Village Attorney Jeff Turner to review the draft contract that includes the suggested changes. Trustee Galli said he will keep the Board apprised.

NEW RESIDENT PACKAGE

Trustee Galli discussed a proposed “welcome” package for new village residents. He said content and presentation were the two areas that have been focused upon during the development stages. Members agreed that a personal visit to deliver the package is the key element. At the visit, the question of why the village is so unique will be addressed.

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Ideas were brought forth regarding the means of presenting the information that will be distributed. One idea is a folder containing brochures and other information pertinent to the Village. The second idea is a less detailed folded brochure that could be produced and updated in-house. Members decided that without a color copier in the office, the second idea would not be cost effective.

Trustee Sherwood and Trustee Galli will discuss ideas for the cover of a folder. Members decided that a prototype could be tried out with new residents. These residents would likely have suggestions regarding the content of the packet.

ENFORCEMENT ISSUES

A list of code concerns will be given to the Code Enforcement Officer from Trustee Sherwood and Mayor Corby.

EXECUTIVE SESSION

A **motion** was made by **Mayor Corby, seconded by Trustee Sherwood** to enter executive session to discuss the employment history of a specific employee.

Vote: Corby – yes, Galli - yes, Sherwood – yes, Pierson – yes. **Motion carried.**

Having taken no action, a **motion** was made by **Mayor Corby, seconded by Trustee Sherwood** to leave executive session and reenter the regular session of the meeting.

Vote: Corby – yes, Galli - yes, Sherwood – yes, Pierson – yes. **Motion carried.**

MEMBER ITEMS

Candlelight Night: Trustee Sherwood attended a planning meeting for CLN. She said the event is on track. Greg Messner will be the point person for the event this year. Jennifer Rubé will apply for a non-municipal use permit. Trustee Paula Sherwood is investigating security firms. Chris Williams' Insurance Agency will supply a certificate of liability insurance for the event. Another certificate of liability insurance will be required from the vendor who will provide security.

Newsletter: Members discussed publishing a fall 2010 newsletter. Trustee Pierson suggested putting a newsletter on line rather than mailing a paper copy. It was decided that Trustee Sherwood will send an outline to Mayor Corby. Mayor Corby will put the newsletter together and a paper copy will be mailed.

Christmas Decorations: Mayor Corby said all poles in the business district will have wreathes. They will be on poles on State St./Monroe Ave. from Suzanne's to Messner's and on North Main Street from the Four Corners to the bridge. There will not be a wreath on the North Main Street Bridge.

Member Item Grant: Mayor Corby said he would like Trustee Maddox to get in touch with Senator Alesi's office regarding the status of the \$100,000 grant for the Schoen Place pavilion.

75 Monroe Avenue Escrow: Mayor Corby will call Paul Lytle to ask him to contact all of the consultants who are working on this project for the Village. He will ask Mr. Lytle to instruct them to stop working until additional funds have been received for the escrow account.

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Schoen Place Merchants' letters: Mayor Corby received letters from several Schoen Place merchants, sent in a packet by Ted Collins. The letters are in regards to the parking situation on Schoen Place. Some merchants said parking is not readily available. Others said that lack of parking spaces indicates that business is good. The Board of Trustees discussed the possibility of better signage to direct people to parking areas.

MINUTES

September 14, 2010: A **motion** was made by **Trustee Galli**, seconded by **Mayor Corby** to approve these minutes as amended.

Vote: Corby – yes, Galli - yes, Sherwood – yes, Pierson – yes. **Motion carried.**

September 26, 2010: A **motion** was made by **Mayor Corby**, seconded by **Trustee Sherwood** to approve these minutes as written.

Vote: Corby – yes, Galli - yes, Sherwood – yes, Pierson – abstain. **Motion carried.**

ADJOURNMENT

There being no further business, Mayor Corby adjourned the meeting at 10:00 PM.

Anne Z. Hartsig, Recording Secretary