

**PROCEEDINGS OF A MEETING OF THE VILLAGE BOARD OF TRUSTEES**  
**March 13, 2012 – 7:00 PM**

**Present**

**Trustees:** Lorie Boehlert  
Trip Pierson  
Tim Galli  
**Treasurer:** Mary Marowski  
**DPW Acting Superintendent:** Doug Yaeger  
**Recording Secretary:** Anne Hartsig

**Absent:** Mayor Corby  
Trustee Sherwood

**CALL TO ORDER**

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

**TREASURER’S REPORT – MARY MAROWSKI**

Ms. Marowski presented vouchers listed on Abstract #015 of 2011/12 fiscal year for approval. A **motion** was made by **Trustee Galli, seconded by Trustee Boehlert**, to approve payment of vouchers listed on Abstract #015 in the amounts stated below and to charge them to the appropriate accounts.

**Abstract #015 – 2011/12**

General Fund (#495-#517):	\$26,213.51
Sewer Fund (#509)	<u>\$ 42.70</u>
<b>Total vouchers for approval:</b>	<b>\$26,256.21</b>

**Vote:** Galli – yes, Pierson – yes, Boehlert – yes. **Motion carried.**

**Other business:**

- Bank balances were presented.
- **Change order for Port of Pittsford project:** Paul Schenkel explained a request for a change order from FJM Contractors, Inc. It is a result of the proposed construction of an information kiosk. The kiosk had originally been eliminated from the project contract. A **motion** was made by **Trustee Pierson, seconded by Trustee Boehlert**, to approve the change order and to amend the agreement with Marianacci Contractors to include an extra \$11,136.00, bringing the total cost to \$131,136.00 for the construction of an information kiosk as part of the Port of Pittsford project, with the understanding that the Town of Pittsford will reimburse the Village this amount.  
**Vote:** Galli – yes, Pierson – yes, Boehlert – yes. **Motion carried.**
- The tentative 2012-2013 budget was presented to the Board. A **motion** was made by **Trustee Galli, seconded by Trustee Boehlert**, to hold a public hearing April 10<sup>th</sup> at 8:00 PM at the Village Hall to consider the adoption of the tentative budget.  
**Vote:** Galli – yes, Pierson – yes, Boehlert – yes. **Motion carried.**

**DPW REPORT – DOUG YAEGER**

- Some of the village benches have been refurbished over the winter and will be placed back outside in their original locations.
- Two DPW crew members will be attending a one day Sweeper School.
- Rob Harter has been working for the Town installing new lights. Mr. Schenkel said his help has been invaluable.
- Spring clean up has begun. The Crew will begin a rotation of cleaning the flower beds.
- Sunnking Inc. inquired about using the Highway garage as a one day electronic recycling drop off point. Mr. Yaeger will meet with Sunnking representatives to learn the details.
- The parking lot project should begin on April 23<sup>rd</sup> with the help of the Town. Paula Smith is checking on porous concrete as an option instead of porous asphalt. Mr. Yaeger has been told that the project would be cheaper if it was done in concrete. He said Mayor Corby indicated he would like to also include the driveway in this project. Mr. Yaeger included price comparisons for milling and paving versus digging and pouring concrete.
- Mr. Yaeger said he would like to schedule Wood Street for milling. The cost was budgeted in the 2011/12 budget.
- The Town of Pittsford will make new street signs and stop signs for the Village. The Village must purchase the required materials. Mr. Yaeger included pricing for the materials. Suggestions were made regarding the use of the old street signs.

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**SEQR DOCUMENTS DISCUSSION**

The Board discussed a meeting that will be held to answer questions that Interested and Involved agencies may have regarding the SEQR process for 75 Monroe Avenue. Board members determined that the meeting date will be April 18<sup>th</sup> at 8:00 AM. The Village Clerk will contact Mr. Ientilucci the meeting facilitator, to confirm details of the meeting.

**NON-MUNICIPAL USE PERMIT – PITTSFORD YOUTH SERVICES**

The Village Board received a request for a non-municipal use permit from Pittsford Youth Services to hold the 14<sup>th</sup> annual Duck Drop fundraiser which will be held in the vicinity of the North Main Street Bridge and Port of Pittsford Park on July 13<sup>th</sup> from approximately 5:00 PM to 9:30 PM. A **motion** was made by **Trustee Boehlert, seconded by Trustee Pierson**, to issue the permit with the following conditions:

- The agency must contact the New York State Canal Corporation to obtain any required permits, the Town of Pittsford, and the Monroe County Sheriff's office. In addition, the Board requests that the Pittsford Fire Department and the Pittsford Ambulance Corps be contacted.
- The agency is required to provide the Village with a copy of a Certificate of Liability Insurance naming the Village of Pittsford as additional insured **on a primary and noncontributory basis**. The certificate must include those words. It must reflect a \$1,000,000 single limit of liability for bodily injury and property damage.
- The agency is required to submit a copy of the actual endorsement of the insurance policy. The endorsement document must list the policy number and set forth the Village of Pittsford as an additional named insured. The endorsement does not need to include the words **"on a primary and non-contributory basis"**.
- These certificates must be current and on file in the Office of the Village Clerk prior to the event.

**Vote:** Galli – yes, Pierson – yes, Boehlert – yes. **Motion carried.**

**TEMPORARY EVENT SIGN REQUEST – PITTSFORD NURSERY SCHOOL**

Members received two requests for temporary event signs from the Pittsford Nursery School. Finding no conflicts, a **motion** was made by **Trustee Galli, seconded by Trustee Boehlert**, to approve the requests as follows:

**April 29<sup>th</sup> Open House:**

- One sign on the southwest corner of the Four Corners (Tess and Carlos store)
- One sign on the southwest corner of the intersection of South Street and State Street (bank corner)
- Signs may be erected on April 22<sup>nd</sup> and removed on April 28<sup>th</sup>, 2012.

**April Garage Sale:**

- One sign on the southwest corner of the Four Corners (Tess and Carlos store)
- One sign on the southwest corner of the intersection of South Street and State Street (bank corner)
- Signs may be erected on April 14<sup>th</sup> and removed on April 21<sup>st</sup>, 2012.

**Vote:** Galli – yes, Pierson – yes, Boehlert – yes. **Motion carried.**

Trustees discussed sending a letter of notification to merchants and others who routinely request temporary event signs. The purpose of the letter would be to notify sign applicants that the Village intends to have a sign kiosk within the next fiscal year and that in the future, A-frame signs will no longer be permitted. Trustee Pierson will draft a letter for approval by the rest of the Board. Once approved, the Clerk will be asked to mail the letter to the appropriate parties.

**SCHOEN PLACE PAVILION AND SIDEWALK PROJECT**

A copy of a letter sent to Doug McCord was discussed by Board members. The letter was dated March 1, 2012 and was sent by owners of 4 Schoen Place and 32 North Main Street. The letter included a statement of objection to having the guard rail in their parking lot moved as part of the sidewalk project on Schoen Place. Members agreed that a copy of the letter should be sent to the Village Attorney for his review and recommended action.

Regarding the State contract for the Schoen Place Pavilion, Trustee Boehlert will contact Mr. McCord to ask him to answer some of the Board's questions regarding the procedure and specifically the roll of New Energy Works in this project. More information is needed before the contract is signed.

**DISCUSSION RE: CODE SECTION §A215 – CABLE TELEVISION FRANCHISE**

The above listed section of the Village Code is obsolete. The Village Clerk conducted a survey of the other Monroe County villages to see if their Codes contained any language about cable television. One village has an advisory board provision but none of the villages has a regulatory provision. Attorney Turner reviewed the issue and determined that the Village does not need to

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have a regulatory provision in the code because the Code cannot override current CATV regulations. Therefore, a **motion** was made by **Trustee Galli, seconded by Trustee Pierson**, to hold a public hearing at 8 PM on May 8, 2012 to consider removing §A215 from the Village Code.

**Vote:** Galli – yes, Pierson – yes, Boehlert – yes. **Motion carried.**

**MEMBER ITEMS**

- Trustee Galli met with representatives from Youngblood Disposal. The company is considering changing the way they handle residential recycling pick up. They are considering going to a single stream process by eliminating the small containers and replacing those with a full sized black tote. The pick up would change from every week to every other week. They would like to begin this process in the Village which has approximately 400 residential Youngblood customers. Board members agreed that the hauler would need an effective way of communicating with the residents. Trustee Galli will give Youngblood Disposal feedback from the Board's discussion.
- Trustee Galli reported that there had been a drug related arrest in the library parking lot.
- The Clerk reported that a caller wishes to have a cancer fundraising walk from the Burgundy Basin Inn to the Village of Pittsford and back again. The group will not be walking on village streets. Parking will be at the Burgundy Basin Inn. Trustees determined that a permit from the Village is not necessary. The caller will be advised to check with the Canal Corporation to see if they require a permit.

**MINUTES**

**February 28, 2012:** A **motion** was made by **Trustee Pierson, seconded by Trustee Boehlert**, to approve these minutes as amended.

**Vote:** Galli – yes, Pierson – yes, Boehlert – yes. **Motion carried.**

**EXECUTIVE SESSION**

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

**Vote:** Galli – yes, Pierson – yes, Boehlert – yes. **Motion carried.**

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

**Vote:** Galli – yes, Pierson – yes, Boehlert – yes. **Motion carried.**

**ADJOURNMENT**

A **motion** was made by **Trustee Galli, seconded by Trustee Boehlert**, to adjourn the meeting at 9:50 PM.

**Vote:** Galli – yes, Pierson – yes, Boehlert – yes. **Motion carried.**

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Anne Z. Hartsig, Recording Secretary