

**PROCEEDINGS OF A MEETING OF THE VILLAGE BOARD OF TRUSTEES**  
**April 24, 2012 – 7:00 PM**

**Present**

**Mayor:** Robert Corby  
**Trustees:** Tim Galli  
Paula Sherwood  
Trip Pierson  
**Treasurer:** Mary Marowski  
**DPW Acting Superintendent:** Doug Yaeger  
**Recording Secretary:** Anne Hartsig  
**Absent:** Lorie Boehlert

**CALL TO ORDER**

A **motion** was made by **Mayor Corby**, **seconded by Trustee Sherwood** to call the meeting to order at 7:00 PM.

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

**DPW REPORT – DOUG YAEGER**

- A metal post that protects the street light at the Four Corners was hit and destroyed. A police report was filed. The post will be replaced.
- The sweeper truck needs four new rear tires and will be out of service until the tires are replaced.
- The Wood Street project is complete. It was mentioned that the corner should have a piece of concrete with a handicap access installed to prevent drivers from cutting across the grass corner.
- Mayor Corby said the shoulder of West Jefferson Road between Green Hill Lane and the traffic light is in need of stakes to keep cars from driving on it. Mayor Corby said the area is part of the traffic plan of 2004. Mr. Yaeger was asked to restore the area with grass seed and stakes.
- May 3<sup>rd</sup> and 4<sup>th</sup> the DPW will be assisting two visiting kayakers from the UK who are paddling the entire canal as part of the I Love New York campaign.
- All of the DPW radios have been reprogrammed to the new band. One new radio was purchased to replace one that could not be reprogrammed. Two batteries for the hand held radios will need to be purchased and programmed.
- Flower baskets, pots and urns will be at Bristol's on Friday, 4/27/12. The DPW will pick them up the Tuesday or Wednesday before Memorial Day. Trustee Sherwood would like to work with the crew when the baskets are installed.
- All pedestrian crossing signs are in place on the village streets with the exception of one. Mr. Yaeger would like to order two extra signs to have on hand. Trustee Sherwood asked to have the Boughton Avenue sign placed in the middle of the cross walk. Mr. Yaeger replied that the school buses often hit that sign when it is in that location. He was asked to call the school transportation department to discuss this problem.
- The drinking fountains on Schoen Place will be turned on by next week. The cold temperatures have been too risky thus far.
- The Town is ready to begin the Heatherhurst sidewalk which had been requested by two residents. Mayor Corby said there is a safety issue because pedestrians have to walk in the street. Mr. Yaeger went door to door to inform the residents of Village plans to install a sidewalk on a portion of Heatherhurst Drive. Not all were at home. One resident expressed displeasure. Three trees will have to be removed. Trustees decided to

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hold a neighborhood meeting to obtain feedback from the residents. Residents will be informed by letter. The meeting will be held on May 12<sup>th</sup> at 10 AM. The Trustees and the residents will meet in front of 46 Heatherhurst Drive. The issue of stop signs will also be discussed.

- The Board identified a list of areas/projects in the village that are in need of attention. Mr. Yeager will work on the list.

**PITTSFORD REGATTA VENDOR REQUEST**

Benjamin Wood, CEO of ViewSPORT, would like to sell T-shirts during the Pittsford Regatta at the end of May. ViewSPORT is a national sponsor of the Regatta. Mr. Wood's office is located in the Grain Tower on Schoen Place. He would like to set up a tent near the base of the railroad bridge on the land side of the towpath. This would be his second year.

A **motion** was made by **Mayor Corby, seconded by Trustee Sherwood**, to approve a Hawker's Permit with the following conditions:

- The vendor 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. It must reflect a \$1,000,000 single limit of liability for bodily injury and property damage.
- The vendor is also 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.
- These certificates must be current and on file in the Office of the Village Clerk prior to Regatta.
- The vendor must fill out a Hawker's Permit application and pay a fee of \$100.00.

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

**TREASURER'S REPORT – MARY MAROWSKI**

Ms. Marowski presented vouchers listed on Abstract #018 of 2011/12 fiscal year for approval. A **motion** was made by **Mayor Corby, seconded by Trustee Pierson**, to approve payment of vouchers listed on Abstract #018 in the amounts stated below and to charge them to the appropriate accounts.

**Abstract #018 – 2011/12**

General Fund (#572-#576, #578-#579, #581-#585, #588-#596):	\$18, 520.37
Sewer Fund (#580, #584)	31.47
Canal Improvements – Coastal (#577, #586-#587)	<u>195,136.68</u>
<b>Total vouchers for approval:</b>	<b>\$206, 768.43</b>

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

**Other business:**

- Bank balances were presented for the Board's reference.
- The Board agreed that language is needed to explain and clarify the formula used to determine the amount of the employee's and the village's contribution toward health care premiums. It was suggested that feedback from the attorney is needed to write the language. Cost projections from Brown and Brown are also needed.
- Ms. Marowski met with Karen Pond, a member of the Community Task Force IT Committee. The purpose of the meeting was to explore ways of collaborating in the area of computers and technical matters.

**Stormwater Grant Resolution:**

**RESOLUTION # 6 OF 2012**

**WHEREAS**, the Village of Pittsford has received a copy of a Cooperative Agreement between the Monroe County Soil and Water Conservation District and the Village of Pittsford, and

**WHEREAS**, the purpose of the Agreement is to provide funds to the Village to assist with costs for the proposed construction of a porous pavement parking lot at the Village Hall and,

**WHEREAS**, the Village shall provide a 25% cost share match of the total expenses for the project with a \$4,175 minimum match which may include but is not limited to “in kind” services and MCSWCD shall pay a maximum reimbursement of \$16,700 not to exceed 75% of the total project cost and,

**WHEREAS**, the Agreement has been reviewed by the Village Board and the Village Attorney and found to be acceptable and,

**NOW THEREFORE BE IT RESOLVED**, that the Village of Pittsford Board of Trustees authorizes Mayor Corby to sign the Cooperative Agreement with the MCSWCD, which agreement shall continue through October 31, 2013.

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

**Adoption of the Final Budget:**

A **motion** was made by **Trustee Galli**, **seconded by Mayor Corby** to approve the adoption of the 2012/13 fiscal year final budget, incorporating a 2% tax cap, and with a modification made between the contingency fund and health care line items.

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

**TEMPORARY EVENT SIGN REQUEST – PITTSFORD GARDEN CLUB**

Pursuant to Village Code § 168-12 A. (2), a **motion** was made by **Mayor Corby**, **seconded by Trustee Galli** to grant permission for Pittsford Garden Club to erect two signs to advertise their annual Plant Sale, which will be held on June 2, 2012, as follows:

- One sign may be erected on the SE corner (Phoenix Bldg.) of the Four Corners
- One sign may be erected on the NW corner (Little League Field) of South Street and Jefferson Road

Signs may be placed on the lawns of homeowners, with their permission, so long as they are no closer than 18” from a property line abutting a public right of way.

Signs may be erected on May 26<sup>th</sup> and must be removed at the end of the sale on June 2nd.

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

**NON-MUNICIPAL USE PERMIT – CHRIST CHURCH**

The Village Board received a request from Christ Church to close Locust Street between Main Street and Rand Place on Sunday, June 3<sup>rd</sup> from 9 AM to 1:30 PM for a parish celebration. A **motion** was made by **Trustee Pierson**, **seconded by Mayor Corby** to approve this request with the following conditions:

1. The Church will be responsible for notifying all Locust Street residents and all other village churches prior to the event.
2. The Church must notify the Monroe County Sheriff’s Office, the Pittsford Fire Department and the Pittsford Ambulance prior to the event.
3. The Church 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. It must reflect a \$1,000,000 single limit of liability for bodily injury and property damage.

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4. The Church is also 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.
5. These certificates must be current and on file in the Office of the Village Clerk prior to the parish event.

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

### **ORGANIZATIONAL MEETING**

At this time, Mayor Corby and the Board of Trustees proceeded to the 2012 Annual Organizational meeting. The record of that portion of this meeting follows follows the regular meeting minutes of 4/24/12 in its entirety.

### **MEMBER ITEMS**

- Trustee Pierson will host a neighborhood meeting in mid May or June. He will verify the date. Trustee Sherwood will host a neighborhood meeting in July.
- Trustee Galli attended the PZBA meeting on 4/23/12. He said that the number of seats in the bakery at 5 State Street was brought up in January and again, two weeks ago. He said members of the PZBA questioned if the business is complying with the conditions of approval. The number of employees may be greater than the number that was approved. Members agreed that the Code Enforcement Officer should check all approvals against what is taking place in reality. They would like a status report.
- Another topic of conversation at the PZBA meeting was the number of hair salons in the village. The Trustees discussed this and determined that the hair salons provide active uses of the spaces. They concurred that salons are preferable to empty building fronts.
- Members discussed increased reports of vandalism in the village. Trustee Galli discussed this with the Zone A Captain from the Sheriff's Office. The Captain said that victims should always report incidences to 911 so that there is a report on file. The Sheriff's department recommends always locking house and car doors as well as looking out for neighbors.
- Trustee Sherwood will be the liaison from the Board of Trustees to the Pittsford Chamber of Commerce.
- Mayor Corby said he clarified with Doug Yaeger how the intersection of Elmbrook and Eastview Terrace will be lined for traffic calming purposes. He said eventually, there might possibly be a median.
- Regarding an appraisal of the 75 Monroe Avenue property, Mayor Corby said the Village Board is fulfilling the spirit of the law by conducting an appraisal so that they will have adequate information on which to base their decisions.
- Trustee Galli will be unable to attend the May 21<sup>st</sup> PZBA meeting as liaison. Mayor Corby will attend in his place.

### **INVESTMENT POLICY AMENDMENT**

A **motion** was made by **Trustee Galli, seconded by Mayor Corby**, to amend the Village's Investment Policy to increase the cap on maximum deposits to any one institution to \$2,000,000.00, consistent with the collateralization requirements in the Investment Policy.

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

### **EXECUTIVE SESSION**

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

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

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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, Sherwood – yes, Galli – yes, Pierson – yes. **Motion carried.**

**STEINMETZ PROPOSAL**

Mayor Corby distributed a proposal from John Steinmetz for planning and design services regarding a Master Plan & Comprehensive Plan Amendment.

**MINUTES**

**March 28, 2012:** A **motion** was made **by Mayor Corby, seconded by Trustee Pierson**, to approve these minutes as presented.

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

**April 10, 2012:** A **motion** was made **by Mayor Corby, seconded by Trustee Galli**, to approve these minutes as presented.

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

**April 13, 2012:** A **motion** was made **by Mayor Corby, seconded by Trustee Sherwood**, to approve these minutes as presented.

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

**ADJOURNMENT**

Mayor Corby adjourned the meeting at 10:15 PM

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Anne Z. Hartsig, Recording Secretary