

**PROCEEDINGS OF THE REGULAR MEETING OF THE
VILLAGE BOARD OF TRUSTEES**
June 10, 2003

PRESENT:

Trustees	Mayor Robert Corby Glenn Brown Thomas Farlow Steven Maddox Paula Sherwood
Attorney	Jeffrey Turner and John Osborn
Treasurer	Mary Marowski
DPW Superintendent	Scott Spencer
Building Inspector	Edward Bailey
Recording Secretary	Anne Z. Hartsig

Mayor Corby called the meeting to order at 7 PM. The Pledge of Allegiance was recited.

EXECUTIVE SESSION

A **motion** was made by **Trustee Sherwood, seconded by Mayor Corby** to enter Executive Session to discuss a personnel issue.

Vote: Corby – yes, Brown – yes, Farlow – yes, Sherwood – yes. **Motion carried.**

There being no further business and no action having been taken, a **motion** was made by **Mayor Corby, seconded by Trustee Brown** to leave Executive Session and reenter the regular meeting.

Vote: Corby – yes, Brown – yes, Farlow – yes, Sherwood – yes. **Motion carried.**

TREASURER'S REPORT

The monthly abstract was reviewed. A **motion** was made by **Trustee Brown, seconded by Mayor Corby** to approve the following vouchers and charge them to the proper account.

General Fund Vouchers	#1 - #47:	\$36,109.10
Sewer Fund	#30:	<u>\$ 63.50</u>
Total		\$36,172.60

IMPLEMENTATION TASK FORCE REPORT – BONNIE SALEM

Electric Avenue Bridge Update

Ms. Salem reported that the Downtown Development subcommittee group headed by Peter Brizee would be in charge of the pedestrian bridge issue. He attended a meeting at City Hall with other Village representatives regarding the submission of a proposal. At that meeting, key issues were identified. Three concerns/challenges were identified. They are environmental issues (lead paint), the cost of the removal, storage, rebuilding and ADA requirements, and the decision of whether or not this is the correct bridge aesthetically for the Village. Ms. Salem told the Board that the ITF would like approval to continue the feasibility study on the Electric Avenue Bridge. To move forward with the study of the bridge, a resolution from the Board is needed.

Resolution 6 of 2003:

BE IT RESOLVED on a **motion** made by **Trustee Brown, seconded by Trustee Sherwood** to authorize Sear-Brown Engineers to proceed with the feasibility study for the Electric Avenue Bridge.

Vote: Corby – yes, Sherwood – yes, Brown – yes, Farlow – abstain. **Motion carried.**

Multiple Email boxes for Village Hall

Peggy Brizee, ITF Co-Chair requested email boxes for the Task Force, the Mayor and individual staff. Treasurer Marowski reported that Frontier Corp. said there would be no charge for a total of five mailboxes and they could be ready for use within 48 hours of notifying Frontier.

GIS Computer System

Village of Pittsford Board of Trustees Meeting of June 10, 2003

Ms. Brizee explained the need for GIS computer software as well as the purchase of a computer that is capable of housing the GIS software. She also told the Board that the software must be compatible with what the Town has. Treasurer Marowski is waiting for Paul Schenkel (Monroe County Planning) to give us the computer size requirements for GIS. She said there is \$5000 in the budget for this purchase.

Land Use and Beautification Committee report

Remegia Mitchell, Chair of this subgroup, requested that Trustee Sherwood join the committee to coordinate beautification efforts. Trustee Sherwood agreed to join the committee.

Meeting with Rotary

Ms. Mitchell reported that she and Mayor Corby met with representatives from Pittsford Rotary regarding proposals for the Rotary International 100th Anniversary project. Four projects that were suggested to the Rotary are a pavilion at the east end of Schoen Place, beautification of the North Main Street gateway to the Village, a water fountain for the four corners and a band stand in the Town park. Ms. Mitchell said she is waiting to hear back from the Rotary about a commitment for one of the projects.

Mayor Corby thanked the members of the ITF for their efforts thus far.

RFP'S FOR SCHOEN PLACE WATERFRONT IMPROVEMENT PROJECT

Mayor Corby reported that five engineering firms have contacted him about submitting a proposal for the Schoen Place project. Written proposals are due in the Village Office by June 17th. Mayor Corby said a committee would be needed to review the proposals. He suggested that Peggy Brizee and Bonnie Salem, co-chairs of the ITF, as well as two Trustees should be on the committee. He said in addition there should be one member from each of the ITF subgroups on this review committee.

ELM STREET TRAFFIC SAFETY ISSUE

Mr. Kubitz, 12 Elm Street spoke for residents from the Elm Street area. He reported to the Trustees that the speed and amount of traffic on Elm Street has become a safety issue for the many children, grandchildren and pets on this residential street in spite of the fact that a "Slow Children" sign is in place. On behalf of the residents, he asked the Trustees to consider ways to slow the traffic on their street. **Robert Pierce, 71 North Main Street** said the street is used as a cut through so vehicles can avoid the traffic light at French Road. **Mayor Corby** asked if pedestrian signs installed in the middle of the street might be a solution. **Superintendent Spencer** said that the tractor-trailer trucks that frequent the Pickle Factory would destroy the signs. **Mayor Corby** said that speeding traffic is a pervasive problem in the Village. He said the Village should experiment with temporary speed bumps. **Tom Heagerty, 19 Elm Street** suggested that a speed/radar trailer be set up on Grove or Elm Street. He said there is a great deal of commercial traffic on the street. **Remegia Mitchell, 27 Locust Street** suggested that the Board consider lowering the speed limit for the entire Village.

It was decided that the DPW would install two temporary speed bumps on Elm Street. Mr. Spencer said that six signs would be required for each speed bump that is installed.

NON-MUNICIPAL USE PERMIT FOR GREYHOUND ADOPTION OF GREATER ROCHESTER

Brenda Grammatico, a representative of the organization, requested a non-municipal use permit to hold a walkathon that will take place partially in the Village to raise public awareness about ex-racing greyhound dogs as pets. The walk will be along North Main to Schoen Place, up State Street and ending in the Port of Pittsford Town Park. The walk will be held on September 21, 2003 from 1 PM to 4 PM.

A **motion** was made by **Mayor Corby, seconded by Trustee Sherwood** to approve this request for a non-municipal use permit to hold a walkathon on Village Streets on September 21, 2003.

Vote: Corby – yes, Brown – yes, Sherwood – yes, Farlow – yes. **Motion carried.**

SCHOEN PLACE DUCK FEEDING

An unfavorable article regarding duck feeding on Schoen Place was recently published in the Brighton-Pittsford Post. Mayor Corby said the intent of the remarks that were quoted was not to blame the DEC for the duck-feeding problem. Rather, he was trying not to encourage what the DEC discourages. The Village does not have an ordinance against feeding the ducks. The State does not have a law against feeding ducks;

Village of Pittsford Board of Trustees Meeting of June 10, 2003

however, they strongly discourage the practice. In addition, Ted Collins, landlord for many of the businesses on Schoen Place, has written a letter telling his tenants not to feed the ducks. A copy of that letter is on file in the Village Office. Mayor Corby said he would write a letter to the BP Post in response to the article.

RENEWAL OF BURDETT PARKING LOT LEASE

Town Attorney Jared Lusk sent a draft lease agreement to the Burdett family for their review in April. Attorney Osborn reported that Mr. Lusk said that the Burdett family has verbally approved of the agreement but that he does not have anything in writing. Mr. Lusk said he has called Mr. Burdett several times but his calls have not been returned. The current lease is up in October.

BUILDING INSPECTOR'S REPORT – SKIP BAILEY

RV issues: Mr. Bailey asked the Board to decide upon an appropriate fee to charge for an application to the ZBA for a **special exception for an RV**. The Board decided on \$50.00. A **motion** was made **by Mayor Corby, seconded by Trustee Sherwood** to amend the fee schedule to include a fee of \$50.00 for the application to the ZBA for a special exception use for an RV.

Vote: Corby – yes, Brown – yes, Sherwood – yes, Farlow – yes. **Motion carried.**

The Board received a letter from Mr. and Mrs. Craig asking that the new RV law be enforced in regards to their neighbors, Mr. and Mrs. Holihan. The Board said this is now a Zoning Board issue. Mr. Bailey was asked to send a response to Mr. and Mrs. Craig. Mr. and Mrs. Holihan can apply for a special exception use for the August meeting.

*****NOTE: TRUSTEE MADDOX ARRIVED AT 8:30 PM *****

Great Northern Pizza Kitchen has inquired about the building at 14 South Main Street. **Oliver's Candies** at 25 State Street will apply for a Special Permit to sell ice cream and to have tables outside. **Simply Crepes** will start remodeling the basement. The **dumpster survey** is 50% complete. Many former dumpsters have been replaced with containers of 2 yards or less and they are not regulated by Village Code. Mr. Bailey completed **CEDAR (Code Enforcement Disaster Assistance Response) training**. He said a resolution from the Board is needed to participate in the program. Therefore, a **motion** was made **by Mayor Corby, seconded by Trustee Brown** to adopt the following resolution:

WHEREAS, in the event of a disaster, many communities do not have enough sufficiently trained Code Enforcement to inspect buildings affected by such disaster; and

WHEREAS, Codes Division, in partnership with the New York State Building Official Conference, has a program to render volunteer assistance to disaster stricken communities known as CEDAR (Code Enforcement Disaster Assistance Response); and

WHEREAS, the Village of Pittsford supports the CEDAR program and supports the participation in the program by code enforcement officials employed by the Village who meet the qualifications of CEDAR; and

NOW THEREFORE BE IT RESOLVED, that Code Enforcement Officer Edward Bailey is authorized to submit application for membership to the Code Enforcement Disaster Assistance Response Program and to complete the necessary training; and

BE IT FURTHER RESOLVED, that the Village of Pittsford agrees to provide indemnification and insurance coverage for said Code Enforcement personnel while acting as part of the CEDAR Team for mutual aid purposes.

Vote: Corby – yes, Brown – yes, Sherwood – yes, Farlow – yes Maddox – yes. **Motion carried.**

Mr. Bailey reported that he would be going to court for a jury trial on July 17th regarding the numerous complaints about maintenance of the premises at **24 West Jefferson Rd**. He also told the Board that **Jeff Mason** would be applying to the Planning Board to replace the ice cream building that burned on **Schoen Place**. He is considering eliminating the parking in the front of that building and moving the building back

Village of Pittsford Board of Trustees Meeting of June 10, 2003

from the street. Mr. Bailey sent a letter to **St. Louis Church and School** regarding incomplete landscaping. They have expanded the parking area and it is not screened. Mr. Bailey said they would come to the Planning Board for approval in June with a new plan. He expects to have the plans well ahead of time. **Signs:** An email letter was received from Ms. Sheller expressing displeasure with some signs in the Village, particularly neon signs. APRB Chairperson Blake Held responded with a letter. The Clerk will circulate a copy of Mr. Held's letter to all of the Trustees. Trustee Sherwood mentioned a proliferation of illegal signs at Ensenatt's Deli including an A-frame sign that is on the sidewalk daily, a new ice cream sign and a number of paper signs. The Board asked Mr. Bailey to enforce the sign ordinance to bring this business into compliance. **Jim Cronin, Pendleton Shop owner** asked the Board to review what is written regarding regulations for temporary signs. It was his understanding that they are acceptable. He said the code should be consistently enforced throughout the Village. Mr. Bailey said the Code has a provision for temporary signs for sales but a permit is needed. **Remegia Mitchell** reported an A-Frame sign at Thrifty's that states "The Grill is Open".

SPECIAL EXCEPTION USE FOR TWO FAMILY DWELLINGS – DISCUSSION

On May 20th, Mr. Bailey provided Board members with a copy of research he gathered from other municipalities regarding special exception use for two or more family dwellings. As a result of the research, it is his recommendation that provisions in the Code that permit conversions by special exception use be eliminated. After discussion, a **motion** was made by **Trustee Sherwood, seconded by Trustee Brown** to hold a public hearing at the July meeting to consider amending the Village Code by eliminating those sections that permit the conversion of single family homes into multi family homes.

Vote: Corby – yes, Brown – yes, Sherwood – yes, Farlow – yes Maddox – yes. **Motion carried.**

DPW REPORT – SCOTT SPENCER

Mr. Spencer reported on routine activities and the projects that were completed over the last month. John Hearn from Pittsford Sutherland School, gave a **display cabinet** to the Village. Mayor Corby will write a thank you note to John Hearn. The new faces for the **pedestrian crossing signs** should be arriving soon. Mr. Spencer also reported on the following issues: **Village mini-storage** - The mini storage will be cited for graffiti. The suggestion was made to see if the owners might be inclined to chain off the drive to the mini-storage. **Crew recognition for Ice Storm:** Mr. Spencer told the Board that the crew worked very hard for several weeks on clean up from the ice storm. He was pleased with their efforts. Mayor Corby said he would write a letter of commendation and ask that it be published in the Brighton-Pittsford Post. **Bill Sullivan, 42 Rand Place** has a serious problem with bank erosion from Rand Creek. Mr. Spencer reported that the bank has eroded to within four feet of the foundation of the house. The Board asked Mr. Spencer to obtain an estimate for stone for a break wall to be discussed at the July meeting. Mr. Spencer presented a proposal for **streetprints** for the cross walks. He was advised to wait until next year when a new version print requiring little maintenance will be available. Mayor Corby suggested setting aside money for next year's Comprehensive Plan Committee. Jim Cronin will convey this conversation to his sub-committee who wants to work with the Village on desirable locations for the streetprints.

Mr. Spencer was asked to give an educated guess on the projects he hopes to accomplish during the month of June and July. He stressed that weather permitting, he hopes to complete patching, cross walks, catch basins, tree watering, manholes, and sewer flushing. The Board asked Mr. Spencer to include a list of plans for the upcoming month on the DPW report he presents at each meeting.

IMPLEMENTATION TASK FORCE DISCUSSION

Trustee Farlow suggested that communication between the ITF and the Board of Trustees is an important issue. He said there should be dialog before some action items take place. In his opinion, the Board of Trustees should have a representative at the ITF meetings so that effective communication takes place and so that there is not a duplication of efforts.

FOUNDER'S DAY UPDATE – TRUSTEE SHERWOOD

Trustee Sherwood said that there would be an advertisement in the Brighton-Pittsford Post, the works of five Pittsford Art Group artists will be on display, the pig roast would be handled by the Fire Department, and the Rotary is involved. Committee meetings are on-going.

Village of Pittsford Board of Trustees Meeting of June 10, 2003

SPRING NEWSLETTER

Board members complimented Trustee Sherwood on the newsletter. Members agreed that this was the best newsletter to date.

EVENTS COMMITTEE – TRUSTEE FARLOW

Trustee Farlow reported that all events of the season are listed on the schedule of events published by the Town of Pittsford. He suggested that the Village sell the 175th Anniversary Banners for \$20.00 each at the Founder's Day celebration.

The Town of Pittsford has requested that the Village donate money for security at the Four Corners intersection during Positively Pittsford weekend. Trustees agreed to donate the amount the Village has contributed in the past. A **motion** was made **by Mayor Corby, seconded by Trustee Sherwood** to contribute \$1000 to the Town of Pittsford for security at the Four Corners during the Positively Pittsford weekend.

Vote: Corby – yes, Brown – yes, Sherwood – yes, Farlow – yes Maddox – yes. **Motion carried.**

Mayor Corby agreed to present the **Village Cup** at the Regatta awards ceremony on Sunday, June 15, 2003 as Village representative and on behalf of the Board of Trustees.

LIGHTING

Mayor Corby and Trustee Farlow are working on completing Village lighting before the PGA. Mayor Corby suggested that the completion of lighting along the towpath on the west-side of the North Main Street bridge be included in the Canal Improvement Project grant funds. A light at South Street and Jefferson Road and a wall pack light under the North Main Street bridge were discussed as lights that are also needed. The topic of lights for the entrance signs was again discussed. It was decided that the three ground signs should be hard wired. Mayor Corby will talk to Owen McIntee within the next two weeks about lighting for the entrance signs.

TOWN/EMAIL ANNOUNCEMENTS

Sue Wicks from the Town of Pittsford asked if the Village wanted to be included in email announcements. Trustee Sherwood said she would call Ms. Wicks to find out the details.

STU BROWN PROPOSAL FOR SCHOEN PLACE IMPROVEMENTS PROJECT COORDINATOR

The Board reviewed and discussed Mr. Brown's proposal for coordinator of the Schoen Place Improvements Project. Mayor Corby signed the proposal. The Clerk will return the signed copy to Mr. Brown. The Board determined that when the engineering proposals arrive from the various firms, Mayor Corby and one other Trustee would review them.

PERFORMANCE ASSESSMENT EVALUATIONS

Evaluations for the Clerk, Treasurer, and Building Inspector are not complete at this time. This item will remain on the agenda until the evaluations have been completed at the request of Trustee Maddox.

MINUTES

April 10, 2003: A **motion** was made **by Mayor Corby, seconded by Trustee Maddox** to approve these minutes as presented.

Vote: Corby – yes, Brown – yes, Sherwood – yes, Farlow – yes Maddox – yes. **Motion carried.**

May 13, 2003: A **motion** was made **by Trustee Maddox, seconded by Mayor Corby** to approve these minutes as amended.

Vote: Corby – yes, Brown – yes, Sherwood – yes, Farlow – yes Maddox – yes. **Motion carried.**

ADJOURNMENT

There being no further business, a **motion** was made **by Mayor Corby, seconded by Trustee Sherwood** to adjourn this meeting at 10:20 PM.

Vote: Corby – yes, Brown – yes, Sherwood – yes, Farlow – yes Maddox – yes. **Motion carried.**

Village of Pittsford Board of Trustees Meeting of June 10, 2003

Anne Z. Hartsig, Recording Secretary