

**PROCEEDINGS OF THE SPECIAL MEETING OF THE
VILLAGE BOARD OF TRUSTEES**

February 11, 2004

BUDGET WORKSHOP

PRESENT:

Mayor
Trustees

Robert C. Corby
Steven Maddox
Paula Sherwood
Glenn Brown
Tom Farlow
Mary Marowski
Scott Spencer
Anne Z. Hartsig

Treasurer
Superintendent of Public Works
Recording Secretary

Mayor Corby called the meeting to order at 7:00 PM.

Treasurer Mary Marowski presented an agenda including a list of items to be reviewed at this budget workshop meeting. The following issues were discussed.

1. The 2002-03 surplus for the General Fund and Sewer Fund was discussed. On a **motion made by Trustee Brown, seconded by Mayor Corby** the following resolution was voted upon and passed.

RESOLUTION #4 of 2004

Be it resolved that the Board of Trustees of the Village of Pittsford declare the 2002-03 surplus of \$57,352 for the General Fund be distributed to the following accounts:

1. A1420.4	Attorney fees	\$25000.
2. A1620.4	Handicap Ramp	\$12592.
3. A5110.419	Signs	\$ 1000.
3. A5110.426	Grinder	\$ 4710.
4. A9030.1	NYS Retirement	<u>\$14050.</u>

TOTAL SURPLUS DISTRIBUTION: \$57352.

Be it further resolved that the 2002-03 surplus of \$23,200 for the Sewer Fund be distributed to the following accounts:

1. G5110.49	Flush Truck	\$11000.
2. G8120.4	Gas Detector, Harness	
	& Training	\$ 4000.
	Stormwater Coalition	\$ 2500.
	Reline Austin syphon	<u>\$ 4700.</u>

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Total for line:	\$11200.
3. G8120.42	
Zep Mfg	<u>\$ 1020.</u>
TOTAL SURPLUS DISTRIBUTION	\$23220.

Be it resolved that the 2003-04 Budget is amended to reflect these amounts in their appropriate accounts.

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

2. **Property Tax increase discussion:** Mayor Corby stated that the budget has been flat relative to inflation for approximately twenty years. This essentially means that the amount of taxes that property owners pay has been reduced over the years relative to the cost of other items. The Village has been very fiscally responsible. However, he said in his opinion, it would be a mistake to reduce taxes or keep them at the same rate and then be forced to raise taxes by a large margin in the future. He stated that the Board should determine what their mission is. He is in favor of raising taxes by a cost of living percentage to avoid a large increase another year. He reminded the Board that next year, property owners will be faced with bonds from the Town and the School plus the assessment will go up. He said a property tax this year would be less of a burden on taxpayers this year than it would next year. Trustee Maddox said the Board should exhaust all possibilities of saving money such as consolidation of services with the Town and School, before raising taxes. Trustees Sherwood, Brown and Farlow were in favor of looking at the bottom line at the end of the budget process before making a decision on this issue.

3. **Sewer Rent Increase:** Trustee Brown discussed the reasons for third phase of increases for sewer rents. One of the reasons is the need to replace catch basins. Mr. Spencer estimated that \$20,000 would fix less than ten catch basins. He recommended that this job be contracted out and that a repair schedule be written. Other reasons for sewer rent increases were the new sewer regulations and the costs associated with those regulations and the need to have the siphons relined. A **motion was made by Trustee Farlow, seconded by Trustee Sherwood** to hold a public hearing at the March meeting to increase sewer rents by 10% for all accounts other than Wood Creek.

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

4. **Health care benefits:** After discussion, Trustee Maddox asked Treasurer Marowski to prepare a spread sheet comparing health care options from Blue Cross Blue Shield and Preferred Care. She will supply this at the next budget meeting.

The possibility of providing a flexible spending account to employees was discussed. The Clerk presented a plan from Benefit Resource Inc. There would be a set-up cost to the Village of \$350.00 and a monthly fee of \$2.50 per account per month or \$50.00 minimum monthly fee. However, Benefit Resource, Inc. guarantees that the total administrative fees will not exceed the employer's annual FICA savings realized through this plan. Trustee Farlow asked the Clerk to contact Paychex to see what their plan might be.

5. **Salaries:** Trustee Brown said that employee salaries had been determined at the last budget meeting. Salaries for the Mayor and Trustees have not been determined. The Board discussed a cost of living raise for the Mayor and Trustees. Mayor Corby stated that these salaries have not grown since the 1930's comparatively speaking. He said it is clear that the Board is more actively involved than ever before. For example, it is not unusual for him to have to leave his job during working hours to attend a Village related meeting several times a week. He is also attending Village related meetings several evenings a week. After further discussion, a **motion was made by Mayor Corby, seconded by Trustee Brown** to increase the salaries of the Trustees by a 2% cost of living increase for the fiscal year 2004/05.

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Vote: Corby – yes, Brown – yes, Maddox – no, Sherwood – yes, Farlow – no. **Motion carried.** Regarding the Mayor's salary, a **motion** was made by **Trustee Sherwood, seconded by Trustee Brown** to increase the Mayor's salary by 4% for the fiscal year 2004/05.

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

6. **Lighting Quotes:** Mayor Corby has made three attempts to obtain a quote from Owen McEntee (Livingston Lighting). Mr. Spencer will attempt to make contact with Mr. McEntee for this quote for lighting for State Street, Golf Avenue and the South Main Street entrance sign. The Treasurer reminded the Board that lighting for the State Street sign and lighting for the canal path on the west side of the North Main Street bridge needs to be completed by 5/31/04. There are encumbered funds to cover this cost and they must be used before the end of the fiscal year. Mr. Spencer will contact Tambe Electric and Livingston Lighting to arrange for these projects to be completed.
7. **Computers:** The current networking system used in the Village office is obsolete and can no longer be repaired. If the server crashed for any reason, we could lose all of the data. The Treasurer has received price quotes for new computers. It was agreed that the costs should be added to the budget for next year. The idea of office employees all printing to one location was discussed.

The purchase of a plotter printer to use with the GIS was discussed. These printers are high in cost. The Board will look into the possibility of using the Town's printer.

8. **Capital Projects:** The Treasurer presented the Board with a tentative list of streets and costs that are included in the road repair program for 2004. Mr. Spencer would like to contract out to have all of the roads chip sealed on the same day. In addition to that list, Heatherhurst Drive should be budgeted for approximately \$40,000. Other items that should be budgeted were sidewalk repairs, siphons, catch basins, manholes, front stairs for the Village Hall, counter flashing for the chimney and a custom wood storm door for the Village Hall. Mayor Corby will do a sketch of the door and Mr. Spencer will obtain price quotes.
9. **ITF requests:** The Board received a list of recommendations from the ITF for items they would like to see included in the 2004/05 budget. Some of the items listed are covered by either the 2003/04 budget or 2002/03 surplus. Regarding requests #5 and #9, there was discussion about the legality of speed bumps/humps as it pertains to information received by NYCOM. Regarding item #10, Rich Brauer (Fisher Associates) will be contacted to obtain a quote for the cost of a comprehensive study of traffic and speed control in the Village. Trustee Maddox suggested asking for grant money to implement the recommendations. For the crosswalk awareness request, \$1000.00 will be budgeted for signs.
10. **Other budget items:** The Treasurer suggested possible uses for surplus funds from 2002-03. They included allocating funds for attorney fees, handicap ramp, sidewalk grinder and NYS retirement. Suggestions for sewer fund surplus were flush truck, gas detector, harness and training, the Stormwater Coalition fee, a degreaser and relining the Austin Park siphon. Discussion of possible '03-'04 surplus included a loader, leaf machine, Austin siphon, handicap access roof guard and ITF requests. A smoke detection system for the Village Hall was suggested as well as applying for a grant to pay for new street signs in the Village. The one-ton dump truck will need to be replaced in the future. It was suggested that some money be placed into a vehicle reserve fund.
11. **Fee schedule:** Trustee Brown reviewed the fee schedule and increased some of the fees for fiscal year '04-'05. To date, fees from dumpster permits due in January 2004 have not been collected. An annual sign fee was discussed. Trustee Farlow suggested that a sign inventory be done as a community project.

12. **Trowbridge and Wolf voucher for \$33,087.01:** After reviewing the contract with Trowbridge and Wolf, **Trustee Brown made a motion, seconded by Mayor Corby** to approve payment of Voucher #404 from the February abstract.

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

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Continued Items from 2/10/03 Board of Trustees Meeting

Pump Out Station – Remegia Mitchell

Ms. Mitchell presented a plan from engineer Scott Harter that included a dock and tie in to the DPW sewer. If the Board agrees to go forth with the pump-out station, some of the work needs to be started before grant funding has been secured. Trustee Brown said there will be money available for the “wet work”. He told Ms. Mitchell to proceed with the plan and application for grant money. Stu Brown will assist Mr. Harter with the grant application.

Other discussions were the possibility of including a longer dock (18’-20’) and water access for boaters, security, benches and picnic tables, parking concerns, trash containers and landscaping. At this point a coin operated system is being considered.

Planning and Zoning Board Issues – Remegia Mitchell

Monoco Oil Property – On behalf of the Planning and ZBA, Ms. Mitchell told the Trustees her Board has identified four major traffic problems regarding the Monoco Oil site. They are limited ingress and egress to the property, congestion caused by the railroad crossing, the canal bridge and lane reduction traffic hazard and the fact that there are no alternative entrances/exits causing hazardous situations for emergency vehicles. Ms. Mitchell said her Board agrees that a residential use would be the best use for the property as recommended in the Comprehensive Plan. Ms. Mitchell discussed trip generations for various uses such as restaurant, office buildings, and medical dental uses. She urged the Board of Trustees to take a strong position on this issue.

The Board of Trustees agreed that an early dialog with the Town would be beneficial for all. Trustee Farlow and Mayor Corby will discuss this issue at a scheduled breakfast meeting with Supervisor Carpenter. The Board concurred that the impacts of any development on that property will be totally born by the Village.

RV Issues

Ms. Mitchell said there is an RV storage issue on Courtenay Circle that will come before the Zoning Board. She suggested that the Board of Trustees should support the decisions made by the APRB and the Planning/Zoning Boards and that immediate action should be taken to enforce the decisions that are made by these Boards. The RV Storage Law was adopted in April 2003. The RV located on Rand Place and Jefferson Road remains in the yard. Although this resident said he will move the RV no later than March and will be applying for a variance after that, the fact is that nearly one year has gone by since the law was passed and the RV is still being stored in the yard. If enforcement is not going to take place within a reasonable amount of time, the regulations should be removed from the Code. Otherwise the decisions of the APRB and P/Z Board appear to be meaningless.

Other Business

Mayor Corby asked the Clerk to contact the Monroe County Board of Elections to arrange to have voting for Districts 1 and 2 moved back to the Village Hall for the November, 2004 election. By that time, the Village Hall will be handicap accessible.

There being no further business, the meeting was adjourned at 10:15 PM.

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Anne Z. Hartsig, Recording Secretary

NEXT BUDGET MEETING: FEBRUARY 25, 2004 AT 6:30 PM AT THE VILLAGE HALL.