

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

March 17, 2004 – 6:30 PM

BUDGET WORKSHOP

PRESENT:

Mayor
Trustees

Robert C. Corby
Steven Maddox – left at 8 PM
Glenn Brown
Tom Farlow- arrived at 7:30 PM
Paula Sherwood
Mary Marowski
Anne Z. Hartsig

Excused
Treasurer
Recording Secretary

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

EXECUTIVE SESSION

A **motion** was made by **Trustee Maddox, seconded by Trustee Brown** to enter executive session to discuss the employment history of a particular employee.

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

No action having been taken, a **motion** was made by **Mayor Corby seconded by Trustee Brown** to leave executive session and reenter the regular session of the meeting.

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

OTHER BUSINESS

Pump Out Station

Board members reviewed the short Environmental Assessment SEQR form. Board members agreed that this is an uncoordinated review for an unlisted action. Mayor Corby signed the document. Remegia Mitchell will move forward with the project.

Ms. Mitchell suggested in a letter to the Board that they consider the use of the new pump out station dock for loading of *Sam Patch* passengers. This may require a larger dock and parking area. Ms. Mitchell asked the Board to consider assigning one Trustee to work on the decisions regarding the new dock at the pump out station as it relates to a possible docking location for the *Sam Patch*. Considering that Corn Hill Navigation is currently paying for a lease for parking with RG&E, Ms. Mitchell suggested it would be respectful to that business to give advanced notice if the departure site for the *Sam Patch* is to be changed later in the summer or next year.

***Sam Patch* Discussion**

Alleged parking problems caused by *Sam Patch* boat patrons were discussed. Members concurred that the tour boat is only one small part of a bigger problem. Mayor Corby asked for suggestions on how to proceed. Board members “brain-stormed” and came up with the following thoughts:

1. get all parties together to discuss the issue and to develop options for a short term plan for this season
2. offer parking at the DPW for Schoen Place employees
3. with the Town’s permission, move the boat to the other side of the canal
4. businesses could collectively hire a parking monitor
5. with permission from property owners, utilize (or ask to lease) Pickle Factory or Del Monte Lodge parking for Schoen Place employee parking
6. use the area behind the DPW for employee parking – access to Schoen Place could be via the towpath from the DPW
7. work towards a long term solution such as parking on North Main Street
8. businesses could control and monitor their own parking lots
9. Village could explore leasing part of the RG&E right of way for recreational use parkers

Mayor Corby has attempted to reach Ted Collins to discuss this problem. He will continue to try. If he is unable to reach Mr. Collins, he will contact Ira Stone.

BUDGET MEETING PROCEEDINGS

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

PERMA Loss Ratio Comparison

Marcia Hart, Sr. Membership Services Rep from PERMA, mailed a comparison of the Village’s loss experience versus other PERMA members. Following review of the comparison, Trustees agreed that the Village of Pittsford compares very favorably to the average PERMA member. They agreed to stay with PERMA as our workers compensation insurance provider for the time being.

Sewer Fund

Budgeting funds to reline the siphons was discussed. Trustee Maddox said there have been no symptoms indicating problems with the siphons. Board members agreed to spend funds to proceed with a video of three siphons to determine if repairs are necessary. Trustee Brown suggested including \$10,000 for

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placement in a repair reserve. Board members agreed. In addition they agreed that funds to reline the siphons would be removed from the budget.

General Fund

Funds for an additional position for the DPW: The position suggested is an assistant to the DPW superintendent. Members agreed that more discussion is needed before a decision is made. Salary and benefits should be considered. Mayor Corby will talk to The Superintendent as well as Trustee Maddox regarding this decision.

Part-time summer help: Trustee Brown stated that the cost of summer help does not have a severe impact on the budget. Members concurred that there should be one part-time employee dedicated to maintaining the flowers and one full time summer employee.

Advisor for APRB: Mayor Corby suggested that since the APRB does not have an architect as one of their members, it would be helpful to the chairperson of that Board to continue to have an advisor who is an architect. Blake Held has agreed to continue in that position. The rate of pay for this advisory position will be determined at a later date.

Mayor's salary: Due to the increasingly substantial number of hours per week that this position is requiring, the Board decided that the Mayor's salary would justifiably be increased to \$12,000 per year.

Continued Maintenance Programs: Members included the cost to repair ten **catch basins** in the tentative budget. For **sidewalk replacement or repair**, members included \$15,000 in the tentative budget. Mayor Corby recommended choosing one specific area to repair so that our maintenance program does not fall behind. Other areas could be repaired with the grinder. **Road projects** will include repaving Heatherhurst Drive as scheduled.

Equipment: Members concurred that office **computer equipment** must be replaced because the server is outdated and the Novell software is obsolete. Money will be included in the budget for an **Internet version of the Village Code**. General Code will be hired to facilitate this edition of the Code. Major **motor equipment** for the DPW was discussed. Trustee Maddox said no funds should be budgeted for equipment for this fiscal year. Concerns of other Board members include falling behind in equipment replacement. They suggested that the cost of at least one piece of equipment should be included in the budget.

Building Improvements: Members approved including money in the budget for a **roof guard**. The Board has not received an estimate for the cost to repair the front **steps of the Village Hall**. However, it was generally agreed that the steps are deteriorating and should be repaired. The removal or filling of the **fuel tank** was included in expenses for the next fiscal year. Funds for **Phase II of the ADA** project will remain in the budget as an expense.

Property tax increase: Members held a thorough discussion regarding the tax rate for 2004-05. Board Members who were present agreed to a 4-½% increase in the tax rate. This increase would bring the tax rate to \$2.35 per \$1000 of assessed valuation. This equates to a \$.10 increase. In addition to the daily cost of doing business, Board members discussed the following justifications for raising the tax rate: the Schoen Place improvement project, including the pump out station, the enormous increase in the cost the Village must pay to NYS retirement, salary increases, increase in the cost of health insurance, attorney fees, implementation of the Comprehensive Plan, maintenance and repair of the Village infrastructure, and matching grant funds.

Another option for increasing revenue would be to create special assessment districts for such things as lighting and sidewalks. In this scenario, churches and schools would have to pay tax for these districts.

List of ideas to reduce the size of the Village Budget – Trustee Maddox

Trustee Maddox presented an Excel sheet listing his ideas for ways to reduce the budget. Throughout the course of this meeting, some of the ideas were discussed. Others will be discussed at the next meeting when Trustee Maddox is in attendance.

Next Meeting: Weds. March 24, 2004 from 6:30 PM to 9:30 PM

Adjournment

There being no further business, Mayor Corby adjourned the meeting at 9:45 PM.

Anne Z. Hartsig, Recording Secretary