

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

April 14, 2004

**PRESENT:**

<b>Trustees</b>	Robert C. Corby, Mayor Steven Maddox Thomas Farlow Glenn Brown Paula Sherwood
<b>Treasurer</b>	Mary Marowski
<b>Recording Secretary</b>	Anne Z. Hartsig

**LETTER TO TOWN BOARD MEMBERS**

The Board of Trustees assessed a draft letter to Pittsford Town Board Members regarding the Village's understanding of recent past procedures for input from the Planning Board and the APRB regarding the Community Library Project. The Board made some changes and asked the Clerk to mail the letter to Town Board members.

**RESOLUTION #7 OF 2004 – NEW YORK STATE RETIREMENT SYSTEMS**

Treasurer Marowski told the Board that the retirement system resolution that was passed on April 15, 2002 should be amended due to required changes in the format she must use when reporting to the New York State Retirement System. The change involves the standard workday hours for elected officials. Ms. Marowski reminded the Board that on the first of every month, she must have a calendar from each Trustee who is registered in the NY State Retirement System. The calendar will be used as documentation of the number of hours worked if such documentation should be requested by the NYS Retirement System.

A **motion** was made by **Mayor Corby**, **seconded by Trustee Brown** to accept Resolution #7 of 2004, which resolution amends a retirement system resolution passed on April 15, 2002 and which resolution reads as follows:

**RESOLUTION: NEW YORK STATE RETIREMENT SYSTEMS**

**BE IT RESOLVED**, that the Village of Pittsford Board of Trustees be and hereby establish the following as a standard workday for the purpose of determining days worked reportable to the New York State and Local Employees' Retirement System for the following positions:

<i>Elected Officials:</i>	Mayor and Trustee 6 hours per day
<i>Appointed Staff:</i>	Village Clerk/Deputy Clerk Treasurer/Deputy Clerk Building Inspector/Fire Marshall 7 hours per day, 5 days per week
	Superintendent of Public Works 8 hours per day, 5 days per week
<i>Other Staff:</i>	DPW crew 8 hours per day, 5 days per week Part-Time Staff 4 hours per day, 5 days per week

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

**VOUCHER APPROVAL - #492**

Voucher #492 which is the first payment to Crane-Hogan for the Schoen Place project, was offered for approval after it was reviewed in greater detail following the 4/13/04 Board of Trustees meeting. A **motion** was made by **Trustee Brown**, **seconded by Mayor Corby** to approve payment of Voucher #492 in the amount of \$124,475.17 to Crane-Hogan Construction Company.

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

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### **PETER CROOKER, 15 SUTHERLAND STREET – CORRESPONDANCE DISCUSSION**

The Village Board received an email from Peter Crooker, a resident who lives at 15 Sutherland Street. Mr. Crooker expressed displeasure about street trees that were planted in the past and have since died due to salt applications during the winter months. He said the trees should not have been selected for planting in a street-side location if they were not resistant to salt. Mayor Corby will contact Mr. Crooker to discuss this issue.

### **RICHARD AND MELISSA HOLAHAN, 38 RAND PLACE - CORRESPONDANCE DISCUSSION**

Board Members received a fax from Mr. and Mrs. Holahan asking the Board to consider requiring Mr. and Mrs. Craig, 22 East Jefferson Road, to include a wire enclosure around the retaining wall they constructed in Rand Creek. The Holahans are the property owners most directly impacted if the retaining wall should fail. Board members discussed this request and decided a wire enclosure would not be necessary. The Clerk will send the Holahans a copy of the letter that the Building Inspector will be writing to Mr. and Mrs. Craig.

### **BUDGET MEETING**

The following items were discussed:

**Sales Tax Revenue Checks** – Since the business climate is improving, Trustee Brown suggested increasing the projected amount of the Monroe County Sales Tax revenue checks to \$400,000.

**DPW Personnel** – The Board discussed the number of seasonal personnel needed for this fiscal year. Salaries for 1 ½ positions were included in the budget.

**DPW Equipment Replacement**- Members discussed which pieces of equipment, if any, should be replaced using reserve or surplus funds and which pieces if any should be budgeted for replacement this fiscal year. Trustees decided not to replace any equipment this year and will ask the Superintendent to develop a 5 to 10 year plan for equipment replacement.

**ITF Budget Items** – The Schoen Place speed tables, North Main St./Washington Rd island, speed humps and a traffic control consultant will be removed from the 04/05 budget because they will be incorporated in the Traffic Calming Study that will take place in fiscal year 2004/05.

**Flexible Spending Plan** – The Clerk is still waiting for further information from Blue Cross on a flexible spending plan so that comparisons can be made.

**Legal Expenses** – Board members decreased the budgeted amount for Attorney fees by \$10,000.

**Sewer Reserve** – Trustee Brown suggested removing \$10,000 of the budgeted amount for sewer reserve to be used elsewhere. Trustee Farlow said a small amount should be added to the reserve each year. Members decided to budget \$5000 for the sewer reserve and \$5000 to the shared highway expenses.

**Flowers and Trees** – Trustees Sherwood and Brown agreed that flowers and trees are significantly noticeable and funding for these items should not be cut. In addition, there will be new poles on the canal path requiring baskets. It was decided that large flowerpots will be used only in most visible places and that \$2000 will be added back into the budget for flowers. \$2000 additional funds will be added into the budget for tree planting.

**Village Hall Improvements** - \$11,000 will be budgeted for miscellaneous improvements for the Village Hall such as the roof guard, oil tank removal and possible replacement of the front steps.

**GIS Implementation** - \$5000 was budgeted for GIS implementation.

**Funds for Entrance Sign Lighting** – The Treasurer reminded the Board that encumbered 2003/04 funds for entrance sign lighting must be spent by May 31, 2004.

**Proposed Tax Increase for 2004/05** – Board members discussed whether or not there is a need for a tax increase this year. In previous budget meetings, an increase of 4.5% was discussed and as a result, was included in the tentative budget. Trustees expressed different philosophies on this issue. Some members believe it is fiscally responsible to budget funds for maintenance, improvements, and increased services as well as to build up savings for future emergency use. Other members are of the opinion that there has not been a substantial effort to curb spending or to find ways to decrease the budget. As a compromise, Trustee Brown suggested a 2.5% increase in taxes.

A **motion** was made by **Trustee Farlow, seconded by Trustee Brown** to increase property taxes by 2.5% for fiscal year 2004/05. **Vote:** Farlow – yes, Maddox – no, Corby – no, Sherwood – no, Brown – yes. **Motion denied.**

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Members continued an in-depth discussion regarding the tax increase. Once again, a **motion** was made by **Trustee Farlow, seconded by Trustee Brown** to increase property taxes by 2.5% for fiscal year 2004/05. **Vote:** Farlow – yes, Maddox – no, Corby – no, Sherwood – no, Brown – yes. **Motion denied.**

A **motion** was made by **Mayor Corby** to increase property taxes by 3.5% for fiscal year 2004/05. There was no second to the motion.

Board Members directed the Treasurer to prepare an adjusted budget leaving the tax rate increase at 4.5% as reflected in the tentative budget. A **motion** was made by **Mayor Corby, seconded by Trustee Sherwood** to increase property taxes by 4.5% for fiscal year 2004/05. **Vote:** Farlow – no, Maddox – no, Corby – yes, Sherwood – yes, Brown – yes. **Motion carried.**

**ADOPTION OF THE 2004/05 BUDGET**

A **motion** was made by **Trustee Brown, seconded by Mayor Corby** to approve the budget as presented and amended for fiscal year 2004/05. **Vote:** Farlow – no, Maddox – no, Corby – yes, Sherwood – yes, Brown – yes. **Motion carried.**

**ADJOURNMENT**

There being no further business, Mayor Corby adjourned this special budget meeting.

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Anne Z. Hartsig, Recording Secretary