

**PROCEEDINGS OF A MEETING OF THE VILLAGE BOARD OF TRUSTEES  
July 11, 2006**

**Present:**

<b>Mayor:</b>	Robert Corby
<b>Trustees</b>	Paula Sherwood
	Tim Galli
	Steve Maddox-arrived at 8:30 PM
	Thomas Farlow
<b>Attorney</b>	John C. Osborn
<b>Recording Secretary</b>	Anne Hartsig

Mayor Corby called the meeting to order at 7:05 PM.

**PARKING MONITOR – STEVE WEINSTEIN**

The Board welcomed Mr. Weinstein as the Village's new parking monitor. Mayor Corby noted that he had received positive comments regarding the monitoring of illegal parking on the sidewalk at Starbucks since Mr. Weinstein has been on the job. The Board clarified that Mr. Weinstein has jurisdiction to issue tickets on private property for illegal parking in handicap spots and for illegal parking in fire lanes. There was a discussion regarding the legal marking of handicap parking spots. This issue may be discussed further at a Leadership Meeting.

Mayor Corby asked Mr. Weinstein, at the request of some of the village merchants, to patrol on Saturday mornings on an occasional basis. In addition, he was asked to patrol residential areas as well as the business district.

**TREASURER'S REPORT – SUBMITTED BY MARY MAROWSKI**

The Treasurer submitted vouchers for approval. They were reviewed by the Board. A **motion made by Trustee Galli, seconded by Mayor Corby** to approve the following vouchers as presented and to charge them to the appropriate accounts.

General Fund (#64-#84)	<u>\$ 13,617.37</u>
Total Vouchers for Approval:	\$ 13,617.37

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

**RESERVE ACCOUNTS**

Trustee Galli asked that this discussion be deferred to another meeting to give the Treasurer more time to research the origin and purpose of some of the reserve accounts.

**PZBA APPOINTMENT**

A **motion** was made by **Mayor Corby, seconded by Trustee Sherwood** to approve the reappointment of Sally Chamberlin to the PZBA effective as of the date of the Annual Organizational Meeting (April 19, 2006) for a term of five years ending in April 2011.

**Vote:** Corby – yes, Sherwood – yes, Galli – yes, Farlow – no. **Motion carried.**

**NON-MUNICIPAL USE PERMIT – MENDON HIGH SCHOOL HOMECOMING PARADE**

The Board received a request from Mendon High School to hold the annual homecoming parade on village streets on Saturday, September 30 at 10 AM. Board members discussed aspects of this request and in particular, the request from the school to the Village asking us to provide a list of Village merchants that should be notified. The Village Office does not have such a list. Board members agreed that notification of merchants should be the responsibility of the students and/or their advisors. A **motion** was made by **Mayor Corby, seconded by Trustee Farlow** to approve a non-municipal use permit for Pittsford Mendon High School to hold their annual homecoming parade on September 30, 2006 with the following conditions:

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- A current certificate of liability insurance naming the Village of Pittsford as additional insured must be filed in the Office of the Village Clerk prior to the event.
- School officials will be responsible for notifying the Pittsford Fire Department, Pittsford Ambulance and the Monroe County Sheriff's Office with the particulars of this event.
- All North and South Main Street merchants must be notified and confirmation of the notification given to the Village Office no later than two weeks prior to this event.

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

**CANAL PARK RULES**

Attorney Osborn told the Board that he had discussed the proposed rules for the canal waterfront with Jim Walsh, the attorney for the Monroe County Sheriff. Attorney Osborn told the Board that the rules must be codified in order for them to be enforced. He suggested that the rules become part of Chapter 161-2 of the Village Code. The Board made further changes to the draft rules. A **motion** was made **by Mayor Corby, seconded by Trustee Galli** to hold a public hearing at the August 8<sup>th</sup> meeting to consider the adoption of canal park rules as part of Chapter 161-2 of the Village Code.

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

**PUBLIC HEARING – LINCOLN AVENUE PARKING CHANGES – PROPOSED LOCAL LAW #5 OF 2006**

With proof of the legal notice below having been published, a **motion** was made **by Mayor Corby, seconded by Trustee Sherwood** to open the public hearing to consider changing the parking rules for portions of Lincoln Avenue.

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

**NOTICE OF PUBLIC HEARING  
VILLAGE OF PITTSFORD**

*Please take notice that a public hearing will be held before the Village of Pittsford Board of Trustees, Tuesday, July 11, 2006 at 8:00 PM at the Pittsford Village Hall, 21 North Main Street, Pittsford, NY, to consider the adoption of Proposed Local Law #5 of 2006, which local law would amend the Code of the Village of Pittsford as follows:*

**AMEND:**

**§ 195-33. Schedule VIII: Time Limit Parking**

**ADD:**

<i>Name of Street</i>	<i>Side</i>	<i>Hours/Days</i>	<i>Location</i>
<i>Lincoln Avenue</i>	<i>South</i>	<i>2 hrs.: 7:00 a.m. to 4 p.m. /school days</i>	<i>From 55 feet east of Sutherland Street to 515 feet east of Sutherland Street</i>

**DELETE:**

**§ 195-34. Schedule IX: Angle Parking**

<i>Name of Street</i>	<i>Side</i>	<i>Location</i>
<i>Lincoln Avenue</i>	<i>South</i>	<i>From 55 feet east of Sutherland Street to 515 feet east of Sutherland Street</i>

**Marty Eggers - 44 Lincoln Avenue** expressed concerns about the location of the proposed two hour parking as it was written in the legal notice. Board members explained the intent of the proposed law and agreed that the parking dimensions listed in the existing code are incorrect

The Board of Trustees received a letter from the Mr. and Mrs. Truini, residents at 45 Lincoln Avenue, who expressed the same concern.

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A **motion** was made **by Mayor Corby, seconded by Trustee Galli** to leave the public hearing open to allow time for Village officials to review and verify measurements of the distances from Sutherland that will designate the two hour parking area.

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

**DISCUSSION REGARDING VOTING BY ALTERNATE APRB BOARD MEMBERS**

Members discussed a request from APRB Chairman Steve Melnyk to consider changing the Village Code to allow the alternate member to vote when another member is absent rather than only when the alternate is the third member of a quorum. Mayor Corby stated that he will do further research on this issue before a decision is made.

**NORTH WEST QUADRANT DISCUSSION**

The Board of Trustees received a request from a resident for a Town/Village report regarding the development for the North West quadrant in the Village. Mayor Corby discussed the request with Supervisor Carpenter. The Supervisor told Mayor Corby he would respond to the email and Mayor Corby will telephone the resident.

Members stated that the Village is seeking to work with the Town to provide guidance so that the northwest Quadrant will be developed in a way that will

1. be compatible with the Village’s distinctive design patterns
2. respect existing canal vistas
3. protect natural resources
4. enhance the recreational value of the canal.

Members agreed that the Village must be proactive regarding the development of this “last frontier” within the Village boundaries. They discussed the guidelines written in the Comprehensive Plan and the design standards that are part of the National Heritage Erie Canal Corridor that should be considered. It was agreed that a citizens group, comprised of Town and Village residents, should be appointed to study the development of this area. Mayor Corby stated that the wetland in that area is an important asset and a great opportunity for a nature park similar to the one in the Village of Fairport. Members determined that there needs to be an inventory of what is there, what can and cannot be done with what is there, what is important for the future, and what needs to be protected.

Members decided that in order to determine the parameters of development, Mayor Corby and Trustee Galli will form a Trustees subcommittee to begin the organization of a residents’ committee and to guide the process for development. Trustee Farlow will obtain proposals from surveyors and wetland specialists to identify the quality of the wetlands and to conduct a wildlife investigation. He will have further information for the August 8<sup>th</sup> meeting. Mayor Corby will research the design guidelines for the National Heritage Erie Canal Corridor as well as the language from pertinent sections of Phase I and II of the Village’s Comprehensive Plans.

**\*\*Trustee Maddox arrived at 8:30 PM\*\***

**MEMBER ITEMS**

**Frontier Permit**

The Village received a request for a permit from Frontier Telephone. Mayor Corby obtained information from a representative at Frontier Telephone about the installation of aerial cables on State Street, Boughton Avenue and South Street and also about the excavations that will take place in those areas. Mayor Corby shared the information with the Trustees. This project is part of the fiber optic project for the Town and Village. A **motion** was made **by Mayor Corby, seconded by Trustee Galli** to grant approval of the permit requested by Frontier Telephone to install aerial cables on streets listed above with the following conditions:

- cables must be black in color
- there shall be no untrimmed or dangling items when the project is completed.

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

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**Lights at Sutherland High School**

Trustees have received complaints regarding the bright lights on Jefferson Road that are part of the reconstructed facility at Sutherland High School. The lights are extremely bright and are estimated to be 22 to 23 feet in height. Concerns have been shared with school officials and plans were talked through to minimize the glare but the Village has been informed that there is no funding left in the project budget to change the lighting. It was suggested that this topic be revisited at a Leadership Meeting.

**DPW Uniforms**

Some Trustees have noticed that DPW crew members are wearing shirts other than those that are issued and provided by the Village. The opinion is that if the Village provides uniforms, they should be worn by the employees. Trustee Maddox will discuss this with Superintendent Cufari.

**Other items** of discussion included the temporary **sign at Ben and Jerry's**. Trustees want the Building Inspector to clearly communicate with the applicant to make sure the applicant understands the process for sign approval. The **cold patch at Wahl's Ice Cream** on Schoen Place needs to be refreshed and leveled. Trustee Maddox reported that the DOT will be closing the **State Street bridge** one lane at a time for repairs. The work will take place on weekends. Trustee Galli is continuing to gather information about a **village trash collection alternatives**. It was noted that the Village does not have an accurate **Zoning Map**. Mayor Corby will work with the Building Inspector and with the Town GIS director to develop an accurate map.

**RG&E AGREEMENT REGARDING INSTALLATION OF SANITARY SEWER ON SCHOEN PLACE (Flour Mill Project)**

The Village received an agreement to allow the installation of a sanitary sewer within a ten foot wide strip of land that crosses RG&E property so that the Flour Mill project can progress. This is a temporary agreement and will be replaced with a permanent easement. Attorney Osborn has reviewed the agreement and advised that so long as the Village is in compliance with our commitments, the Mayor could sign the agreement. He suggested that our insurance agent and the Village engineer review and approve of the agreement. A **motion** was made **by Mayor Corby, seconded by Trustee Maddox** to authorize the Mayor to sign the agreement after the Village's insurance agent and the Village engineer review and approve of the agreement.

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

The Clerk will forward a copy of this agreement to insurance agent Gary Wilkins and to Scott Harter, Village engineer.

**EXECUTIVE SESSION**

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

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

A **motion** was made **by Mayor Corby, seconded by Trustee Galli** to amend the employee handbook to include mandatory annual sensitivity/harassment training for all Village employees and members of official boards.

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

A **motion** was made **by Mayor Corby, seconded by Trustee Farlow** to leave executive session and reenter the regular session of the meeting.

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

**DISCOVER PITTSFORD EVENT**

The Village received a request from Supervisor Carpenter to co-sponsor a new event entitled "Discover Pittsford". This event will take place in conjunction with the Walnut Hill Carriage Competition. A non-municipal use permit is also being requested. The Village's cost is \$800. It was noted that at an organizational meeting about this event, the Village agreed to contribute \$600. After further discussion, a **motion** was made **by Mayor Corby, seconded by Trustee Farlow** to be a co-sponsor and to approve the expenditure of \$800 for the "Discover Pittsford" event so long as the Village is credited as a co-sponsor on

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the "Discover Pittsford" promotional brochure, posters, press releases, flyers and any other means of promotion for this event.

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

A **motion** was made by **Mayor Corby, seconded by Trustee Farlow** to grant a special event permit for the purpose of holding the "Discover Pittsford" Event on August 17<sup>th</sup> as described in a memo from Supervisor Carpenter that was dated July 7, 2006 and received in the Village Office and date stamped July 10, 2006.

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

A **motion** was made by **Mayor Corby, seconded by Trustee Sherwood** to present a Proclamation of Appreciation to Bill and Sue Remley at the "Discover Pittsford" Walnut Hill Ceremony to be held at 6:30 PM at the Town Hall on August 17<sup>th</sup>.

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

Mayor Corby will contact Danyelle Hildreth regarding the time conflict of the Walnut Hill ceremony and the historic walking tours that he has been asked to conduct.

**CLG GRANT FUNDING**

The Board was asked to consider a resolution committing funds to share the cost of a possible grant award that would be used to update the survey of structures that was completed in 1976. The Board will schedule a special meeting on Friday, July 14<sup>th</sup> at 7:30 AM to discuss this resolution in greater detail.

**HOLIDAY DECORATION REQUEST**

The Village received a request from a former resident who is coming home to get married in the Village in January. She asked that the Village consider leaving the holiday wreaths and lights in place until after the weekend of her wedding which will take place January 20, 2007. Board members appreciated her loyalty to the Village and will honor her request so long as the wreaths are in good condition and have not turned brown. Trustee Sherwood will respond to the letter.

**MINUTES**

**June 13, 2006:** A **motion** was made by **Trustee Galli, seconded by Mayor Corby** to approve these minutes as presented.

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

**June 21, 2006:** A **motion** was made by **Trustee Maddox, seconded by Trustee Galli** to approve these minutes as presented.

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

**June 27, 2006:** A **motion** was made by **Mayor Corby, seconded by Trustee Sherwood** to approve these minutes as presented.

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

**ACTION LIST**

The Board updated the action list of issues. Mayor Corby will contact Keith Miller regarding compliance issues at the Canal Lamp Inn. He will write a notice regarding parking on Rand Place to send to St. Louis Church so that it can be included in their church bulletin. He will also write a letter to Rand Place and Boughton Avenue residents to inform them of traffic calming measures that will be attempted this summer on those streets. Trustee Farlow will contact Dan Burden to ask about cross walk materials that are compatible with colder climates.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:30 PM.

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Anne Z. Hartsig, Recording Secretary

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