

PROCEEDINGS OF A MEETING OF THE VILLAGE BOARD OF TRUSTEES
September 26, 2006

Present:

Trustees	Steve Maddox Tim Galli John Limbeck Paula Sherwood
Excused	Robert Corby
Parking Monitor	Steve Weinstein
Treasurer	Mary Marowski
Building Inspector	Skip Bailey
DPW Superintendent	John Cufari
Recording Secretary	Anne Hartsig

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

PARKING MONITOR REPORT – STEVE WEINSTEIN

Mr. Weinstein reported on the Burdett parking lot. Options for re-striping the parking spaces after the paving project is completed were investigated by the DPW crew. There was a discussion about moving the DMV mobile office to the Pittsford Court location on Monroe Avenue to alleviate the parking crunch that takes place on Thursdays. It was noted that 2 hour signs are needed in front of the Speigle Center. Mr. Weinstein reported that he continues to receive complaints regarding delivery trucks for Pittsford Florist. It was suggested that a 15 minute “loading zone” sign be installed. Trustee Maddox told Mr. Weinstein to speak directly with the DPW Superintendent if he feels signs are needed in specific locations.

Members discussed the option of using a “boot” rather than towing vehicles in situations where that kind of enforcement is needed. The cost for a boot is \$300.00. When the Village has a vehicle towed, the towing company receives payment. Advantages are that using a “boot” is immediate and effective and the Village could charge \$100 for having the boot removed. Trustee Galli said the Board should develop rules before this apparatus is used. A **motion** was made **by Trustee Maddox, seconded by Trustee Limbeck** to approve the purchase of a “boot” for parking control in the amount of \$300 with the condition that Mr. Weinstein and Mr. Bailey develop guidelines that will be emailed to the Trustees for approval prior to the use of this device.

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

Cold weather clothing for Mr. Weinstein was discussed. A **motion** was made **by Trustee Limbeck, seconded by Trustee Maddox** to approve an expenditure of approximately \$100 for “Under Armor” thermal underwear for the parking monitor.

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

The Board told Mr. Weinstein that they are pleased with the job he has been doing as Parking Monitor. They asked him to come to a Board meeting every 2-3 months to give an update.

TREASURER’S REPORT – MARY MAROWSKI

The Board reviewed the vouchers for approval. A **motion** made **by Trustee Galli, Trustee Sherwood** to approve the following vouchers as presented and to charge them to the appropriate accounts.

General Fund (#208-#233):	\$ 33,060.45
Sewer Fund (#215, #220, #230)	\$ 96.34
Total Vouchers for Approval:	\$ 33,156.79

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

Board members discussed the expenditure of reserves. The Treasurer will discuss this further with Trustee Galli before a permissive referendum is held.

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BUILDING INSPECTOR'S REPORT – SKIP BAILEY

Trustee Maddox asked Mr. Bailey about the following outstanding concerns: **83 South Street garage doors-** Mr. Bailey said the new owners refuse to paint the doors. Trustees told Mr. Bailey to discuss the issue with APRB Attorney Jeff Turner and with Chairperson, Steve Melnyk. **Parker House on South Main Street-** Mr. Bailey reported that the attorney for the owner has not called Jeff Turner back. The Building Inspector was asked to get an update from Attorney Turner. **Updated zoning map-** Mr. Bailey said there is another subdivision that should be on the map. He was asked to call GIS specialist Mike Ross about completing this map. **Canal Lamp Inn B&B-** The Board noted that violations of the fire code and the zoning code continue at this establishment. They asked Mr. Bailey to notify the owner by registered mail that the next violation will result in the commencement of the revocation of the special permit granted to the owner. Mr. Bailey was instructed to enclose a copy of the conditions of the special permit and to send a copy of the correspondence to all of the Trustees. **Phoenix Building fan light replacement-** The Board reminded Mr. Bailey that the fan light was installed without approval and remains in violation. **10 Lincoln Avenue demolition-** Board members said the structure is deteriorating. Mr. Bailey will call Mr. Rosensteel, engineer, to ask for a copy of the report he did on this property. The Board asked Mr. Bailey to report back to them. **Benches on South Main Street in front of Rocky Greco's-** Benches placed on Village property without permission are blocking the use of a Village bike rack. The Board asked Mr. Bailey to send a letter informing the owner that the benches must be removed and are not permitted on Village property.

Mr. Bailey's written report included information about 1) the revisions to the drainage easement for the Coal Tower catch basin due to the concerns of Roger Powers, 2) the Flour Mill project, 3) the Grain Tower project, 4) the ESL court hearing date, 5) Points of Dispensing Sites (PODS) training for mass dispense of medicine or immunizations, 6) code violation list revisions.

DPW REPORT – JOHN CUFARI

Mr. Cufari said he was informed that the Village is being asked to obtain a permit from the Canal Corporation regarding the Flour Mill project. He asked why the Village is responsible for this. Mr. Bailey said it is because the Village is able to obtain a permit easier than a private individual. Board members concurred that unless there was a contractual agreement, the Village should not apply for this permit. Trustee Limbeck contacted the Mayor who said that the Village is in no way responsible for obtaining this permit.

Mr. Cufari presented a written report. Among the topics that were discussed were the estimated cost of repairs for the sweeper (\$2000), touching up the crosswalks on State roads, necessary manhole repairs and the possibility of help from the DOT for those repairs, tree work in various locations around the village, South Street sidewalk project, the MCWA project (Mr. Cufari will ask MCWA for a list of streets that will be affected next year), and the possibility of removing asphalt that was installed over green space at South St. and Boughton Avenue.

Mr. Cufari composed a future roadwork plan for village streets including the street name, existing surface, planned surface, proposed year and approximate cost. He said he would like to pave Maple Street and Elm Street next year if MCWA will not be working on those streets.

Trustee Sherwood asked for an inventory on the flower planters/baskets including what needs replacing. She is working on a plot plan for the flowers and wreathes. She said she would purchase mums for the large planters at the Four Corners for the fall season.

The suggestion of having Bristol's maintain and water the baskets during the summer season was discussed. Trustee Sherwood will consult with Tom Sanna, owner of Bristol's, to obtain a cost estimate for this.

The vacancy in the DPW was mentioned. Trustee Maddox and Mr. Cufari will discuss how to proceed when they meet later in the week.

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Mr. Cufari said he would like to send crew member Pete Calabrese to a course on lead paint since he is the safety coordinator at the DPW. He will find out the cost of the class.

MEMBER ITEMS

Trustee Galli spoke to Hilton Clerk Janet Surridge regarding buying electricity on a wholesale basis. He will have numbers to compare by mid October.

Trustee Maddox suggested that Village Engineer Scott Harter attend a Village Board meeting on a regular basis as a process for scheduled review of current projects. All parties should be in attendance including the Building Inspector. The result would be effective communication and thorough updating of Village Board members.

Trustee Sherwood reminded the Board that the newsletter must be in the hands of the printer by the second week in November. It was suggested that if possible, the schedule of streets that will be involved in the MCWA repairs be included in this issue.

SUGGESTED ARTICLE FOR BP POST

Former Mayor Jack Hozwarth suggested that the Village ask the BP Post reporter to write an article about the MCWA project that has been taking place in the village over the summer. Mr. Cufari plans to meet with MCWA representatives this week and will obtain a street schedule. Board members agreed that he should talk to the BP Post reporter following his meeting so that a street schedule could be included in the article.

REQUEST FOR A-FRAME SIGNS

The Village Board received a request from St. Louis School for placement of sandwich signs at the Four Corners to advertise informational meetings. After considerable discussion, the request was denied. Due to safety and liability concerns, the Board has been following a policy that limits A-frame signs at the Four Corners to municipal signs only. In addition, § 168-12 of the Village Code does not permit A-frame signs for events of this nature. The Clerk will send written notification of the Board's decision.

HANDBOOK AMENDMENTS – CONTINUED DISCUSSION

Section 201 Vacation Benefits: It was noted that the chart in Section 201 indicating the number of vacation days allotted to employees contradicts itself. Members agreed that the first line of the chart should read 1-4 years rather than 1-5. The Union contract was written the same way. The Village Clerk will discuss this with the labor attorney.

Section 12.1 (a) of the Union Contract: This section isn't clear whether accrual of vacation begins 1) at the end of three month introductory period or 2) whether it begins on the start date but is unable to be used until the completion of the introductory period. Board members said their preference is option #2. The Clerk will ask the labor attorney.

Section 201 Vacation Benefits: So that non-union employees accrue vacation in the same manner as union employees (on a monthly basis rather than every 20 days), the following wording to amend "Vacation Earned" in the handbook was presented for discussion:

The amount of paid vacation time employees receive each year increases with the number of days worked. Vacation days accrue beginning June 1st. In the first five years, one day of vacation is earned for every month worked for a maximum of 10 days. The Village "advances" vacation on June 1st and allows employees to schedule their annual allotment of vacation prior to its accrual. Any negative vacation balance shall be reconciled in an employee's last paycheck should their employment terminate, either voluntarily or involuntarily.

Board members agreed to this amendment for the employee handbook.

Section 109 Compensatory Time: The Board adopted new language for this section on August 29th, 2006. However, the wording about the number of hours that could be accrued was not clear. The following language was proposed and approved.

Salaried employees who are exempt from minimum wage and overtime requirements of the Fair Labor Standards Act are entitled to compensatory time for hours worked over their normally scheduled work week. Employees may maintain a bank of no more than 40 hours of compensatory

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time including fiscal year end carry over. Employees are not entitled to payment for accrued and unused compensatory time upon termination of employment.

Vacation accrual for the DPW Superintendent was clarified.

NIMS TRAINING

Board members discussed the recent NIMS training session. It was suggested that a meeting with the school, Town, Village and Fire Department take place to further clarify procedures.

MINUTES

September 12, 2006: A **motion** was made by **Trustee Maddox**, seconded by **Trustee Galli** to approve these minutes as presented.

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

ADJOURNMENT

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

Anne Z. Hartsig, Recording Secretary