

PROCEEDINGS OF A MEETING OF THE VILLAGE BOARD OF TRUSTEES
December 12, 2006

Present:
Mayor Robert C. Corby
Trustees Steve Maddox
Tim Galli
Paula Sherwood
Excused John Limbeck
Attorney Jeffrey Turner
Recording Secretary Anne Hartsig

Mayor Corby called the meeting to order at 7:00 PM. The Pledge of Allegiance was recited.

REQUEST FOR SIDEWALK EXTENSION – EVAN SELINGER

Mr. Selinger, a resident of Glen Canon Way, asked the Village to consider extending the sidewalk on State Street to the Village line. He explained that it is dangerous to walk from his street into the village without a sidewalk. He said he had made a similar request to the Town to ask them to add sidewalk along the portion that falls within the Town boundary line. Mayor Corby explained that the request would have to be added to the list of projects for next year and that it would become part of the budget process that begins in January. He will discuss the request with Supervisor Carpenter to determine if the project is possible in its entirety. Mr. Selinger was asked to follow-up with the Village during the budget process.

DPW REPORT – TRUSTEE MADDOX

Trustee Maddox reported that Mr. Cufari is waiting for a date that repairs will be made to the **pump station** at the DPW. He is still waiting for the State bid to replace the **1-ton dump truck**. Trustee Galli mentioned that the Village has a CD that will be up for renewal. It may have to be renewed for one month. Requirements for the **fuel tank containment** system have not been wholly determined. Trustee Limbeck is researching this. The Department of Public Works has been busy with **leaf and brush pick-up, 3 salt runs and one snow plow run**. Seven **pedestrian crossing signs** are missing. The Monroe County Sheriff's office is aware. Board members commended Mr. Cufari on his performance thus far.

TREASURER'S REPORT – TRUSTEE GALLI

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

General Fund (#344-#354, #356-#372):	\$ 13,607.65
Sewer Fund (#355)	\$ <u>734.00</u>
Total Vouchers for Approval:	\$ 14,341.65

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

INFORMAL DISCUSSION – 15 STATE STREET

Dan Donohue, owner of 15 State Street addressed the Board of Trustees along with Dave and Judy Pennington, franchise owners of the Pita Pit. They came to discuss the possibility of that business being located at 15 State Street and to address concerns that were expressed by the Board in April, 2006 when they first inquired about a special permit. Photos were presented to demonstrate parking and the barriers that block the view for residents who live on Church Street. Mr. Donohue said the business would require being open past 10 PM. It could be as late as midnight and even later on weekends. However, due to the mixture of takeout, eat-in and delivery, he does not anticipate that there would be more than 2 to 3 people parked at any one time. It was noted that street parking can't be counted towards the required number of parking places. Mr. Donohue also stated that there were only 2 residences whose properties come into contact with 15 State Street. He said as property owner, he would be willing to install a fence or another acceptable buffer that would block lights that could potentially shine on the residential area.

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Use of the second story of this building was discussed. The owner suggested that it could be a residence for employees or the store manager. This would add to the number of required parking places.

Board members expressed concerns about the late night impact on neighbors, the lunch time crunch caused by parking needs of the business, the noise of car doors and remote door lockers, headlights, cooking odors and hours of operation. The Village Code states that a 100' buffer is required between commercial and residential uses. Mayor Corby said that a clear demonstration that this business would not adversely impact residents would be required. He told the applicant that if they wish to move forward, the next step should be an informal discussion with the Planning Board. The Planning Board will then send recommendations to the Board of Trustees.

BOY SCOUT TREE SALES/SIGNS

Mayor Corby explained that Troops 341 and 129 posted signs to advertise their Christmas tree sales for several years in a row. He said this year there have been more signs than in past years and some have been attached to NY State DOT signs. The Village has received complaints about the signs. Some of the A-frame signs have blown into the street. There has been increased sensitivity regarding signs this year. The Village established a policy that the only permitted signs at the Four Corners are municipal signs. Village officials have removed non-compliant signs belonging to many different organizations throughout this year. The signs are a maintenance and liability issue for the Village. The placement of signs must be regulated for those reasons. Mayor Corby stated that the use of the Village right of way requires permission. He said that the Village Board supports the Boy Scouts and their tree sales and is willing to discuss a reasonable proposal for the placement of advertising signs.

Bruce Hummel, the Scout Master of Troop 129, told the Board that his troop sells trees on South Main Street behind the United Church. He said it is necessary to get the word out in order to sell the trees. He stated that the Village did not contact him before the tree sale signs were removed. The Village Board apologized for the lack of notification. Mr. Hummel asked what is needed to continue advertising for this year. He said the Four Corners is the best location for advertising. The number of signs deemed necessary was discussed. A **motion** was made **by Mayor Corby, seconded by Trustees Maddox** to grant non-municipal use of the village right of way to Troop 129 to place 2 signs at the Four Corners and 2 signs at the Jefferson Road/Main Street intersection with the stipulation that they are removed at the end of the season

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

The contact for next year for Troop 129 is Bill Eiffer. The Village Clerk will record his telephone number in the office. The Otetiana Council may also be contacted. The contact for Troop 341 is Vicki Vetere. Her phone number will also be recorded in the office.

Representatives from Troop 341 also addressed the Board of Trustees. This Troop sells their trees at Pittsford Plaza, outside of the village. **James Vetere, 24 McCoords Woods** said that he would like approval to have as many signs as the Board allowed for Troop 129. The Board noted that there is greater exposure for the sales at Pittsford Plaza due the amount of traffic on Monroe Avenue. Mayor Corby said the logic is that Troop 129 has a greater need for visibility. Mayor Corby also pointed out that allowing the tree sale signs at the Four Corners is the only exception the Board has made in six months. He said the sign ordinance must be enforced equitably and that as a Board, the Trustees must be “applicant blind”. Everyone must obtain a permit. However, the permit fee will be waived for the Boy Scouts. **Larry Lobby, 11 Baynard Ct.** said that the key spots for advertising signs for Troop 129 were the Four Corners and the intersection of Jefferson Road and South Main Street.

A **motion** was made **by Mayor Corby, seconded by Trustee Galli** to allow the Mayor to negotiate a similar solution for Troop 341 to place two signs within the village boundaries.

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

The Board suggested that both troops attend the Board meeting in September of 2007 to seek approval for the tree sale signs.

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Trustee Sherwood volunteered to work on a sign proposal for the village right of way after the first of the year.

10 LINCOLN AVENUE – PROPERTY MAINTENANCE

Mayor Corby reported that he discussed this property with the Attorney and Chairperson of the APRB. There is no pending decision before the APRB. Attorney Turner stated that this is an enforcement issue per §210-61 G. of the Village Code. Mayor Corby will call the property owner. The Board will ask Mr. Bailey to begin the 3 step enforcement process regarding this property. In addition, the property owner will be notified regarding two other compliance issues. These are the screening of a parking lot behind the building at 28 South Main St. and the unapproved fan light replacement on the Phoenix Building.

Board members also discussed the Parker house located at **73 South Main Street**. Mr. Turner explained that the property is in the name of Ralph C. Parker Jr. who is deceased. Ralph C. Parker III is the executor of the estate. Mr. Bailey will be asked to issue an appearance ticket to Ralph C. Parker III.

Board members noted other violations. These include new lighting at the Pittsford Pub, 60 North Main Street, a new dumpster at Simply Hair, 50 North Main Street, moved dumpster at Simply Crepes, 7 Schoen Place, a neon sign at the Map Store in Northfield Common, installation of vinyl windows at 17 and 17 ½ Washington Road and the installation of unapproved garage doors at 83 South Street. These violations will be discussed with Mr. Bailey.

PROPOSED LOCAL LAW #8 OF 2006 – PUBLIC HEARING-Chapter 210-110 Fees. B.

Proof of a legal notice below having been published, a **motion** was made by **Mayor Corby, seconded by Trustee Maddox** to open the public hearing.

Vote: Corby – yes, Sherwood – yes, Galli – yes, Maddox – 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, December 12, 2006 at 8:00 PM at the Pittsford Village Hall, 21 North Main Street, Pittsford, NY, to consider the adoption of Proposed Local Law #8 of 2006, which local law would amend **Chapter 210-110. Fees. B.** of the Code of the Village of Pittsford as follows:*

Amend Chapter 210-110. Fees. B.

The Village Board of Trustees, Board of Appeals, Planning Board and Architectural Review Board in the review of applications made to them as provided for in this chapter may refer any such application presented to them to such engineering, architectural, historical, planning, technical, environmental, or legal consultant, or attorney, as shall be reasonably necessary to enable them to review such application as required by law. The amount of the fee shall be determined by the Board and the professional consultant at the time the application is made. Each of the consultants shall estimate his fees based on the services to be rendered on behalf of the Village from a review of the application, including such documents, maps, plans, specifications, drawings and the like as may be a part of the same.

Board members discussed the wording of the proposed law to clarify which board would make the determination regarding the amount of the fee. It was decided to add the word “respective” as follows:

Amend Chapter 210-110. Fees. B.

*The Village Board of Trustees, Board of Appeals, Planning Board and Architectural Review Board in the review of applications made to them as provided for in this chapter may refer any such application presented to them to such engineering, architectural, historical, planning, technical, environmental, or legal consultant, or attorney, as shall be reasonably necessary to enable them to review such application as required by law. The amount of the fee shall be determined by the **respective** Board and the professional consultant at the time the application is made. Each of the consultants shall estimate his fees based on the*

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services to be rendered on behalf of the Village from a review of the application, including such documents, maps, plans, specifications, drawings and the like as may be a part of the same.

There being no one further to speak for or against the adoption of this local law, a **motion** was made by **Mayor Corby, seconded by Trustee Maddox** to close the public hearing.

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

A **motion** was made by **Mayor Corby, seconded by Trustee Maddox** to approve proposed Local Law #8 of 2006 as amended.

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

PROPOSED LOCAL LAW #9 OF 2006-PUBLIC HEARING – BUILDING CODE

Proof of a legal notice below having been published, a **motion** was made by **Mayor Corby, seconded by Trustee Maddox** to open the public hearing.

Vote: Corby – yes, Sherwood – yes, Galli – yes, Maddox – 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, December 12, 2006 at 8:00 PM at the Pittsford Village Hall, 21 North Main Street, Pittsford, NY, to consider the adoption of Proposed Local Law #9 of 2006, which local law would delete the present contents of **Chapter 105 FIRE PREVENTION AND BUILDING CONSTRUCTION ADMINISTRATION** of the Code of the Village of Pittsford and adopt in its place a new **Chapter 105** entitled **ADMINISTRATION AND ENFORCEMENT OF THE NEW YORK STATE UNIFORM FIRE PREVENTION AND BUILDING CODE**. A copy of Proposed Local Law #9 of 2006 is on file in the Office of the Village Clerk and available for inspection during the hours of 8 AM to 3:30 PM, Monday through Friday.*

There being no one to speak for or against the adoption of this local law, a **motion** was made by **Mayor Corby, seconded by Trustee Sherwood** to close the public hearing.

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

A **motion** was made by **Trustee Maddox, seconded by Trustee Galli** to approve proposed Local Law #9 of 2006.

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

2007 BOARD OF TRUSTEES MEETING SCHEDULE

Members discussed various scheduling conflicts regarding the second meeting of each month. It was determined that the meetings will be held on the 2nd and 4th Tuesday of each month. There will be one meeting in the month of December, 2007 which will be held on the 2nd Tuesday.

TRAFFIC CALMING DISCUSSION

Several points regarding past and future traffic calming applications were discussed.

- Alternate parking on Boughton Avenue worked to slow traffic down. The measurements of designated parking places will be verified for accuracy.
- Boxed shaped designated parking places, while not aesthetically pleasing, provide orderliness on village streets.
- The Sutherland/Lincoln and Locust/Rand intersections should be marked with yellow hatch marks so they are not used as parking places.
- Pedestrian crossing signs work. Although some have been stolen, they are a safety device worth replacing.
- The presence of the Monroe County Sheriff's deputies has increased. The Board of Trustees is appreciative of this service.

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Trustees reported on a meeting that was held with NY State DOT representatives.

- The Washington Rd. /North Main St. project is progressing. The DOT proposed a concrete barrier that would be 39" high. Board members were not in favor of this. A suggested solution was to widen the island back to the current guard rails and place trees and other plantings within it. Trustee Maddox reported that the median is not within the scope of the DOT project so the Village would have to fund it. Trustee Sherwood requested the drawings and estimated dates of the project to present to her garden club. The club might be interested in some aspect of the plantings in the median for 2008. It was noted that there are structural concerns with the CSX railroad bridge. The Board would prefer it if those repairs could be made concurrently with the road improvements. Granite curbs and proper drainage were mentioned. Electric service within that green space would be desirable. DOT will allow the Village to paint the guard rail.
- Parking on North Main Street was another topic that was discussed. It was suggested that a landscaped median be placed on North Main St. near the Pittsford Farms Dairy as a means of slowing traffic. Mayor Corby suggested that parking on North Main Street from the Del Monte spa south would be utilized. A determination needs to be made about whether or not the North Main Street turning lane can be shortened. There will be another meeting with DOT representatives in January.

Traffic Calming plans for next year were discussed. Trustee Maddox will compile a list of projects including the State Street gateway which Scott Harter is working on.

PITTSFORD VILLAGE CIVIC ASSOCIATION

Board members expressed the desire to coordinate efforts with the Civic Association and discussed holding a workshop meeting. Ron Johnson, a Sutherland Street resident, was in attendance. Mr. Johnson said he would communicate the Board's desire to hold a workshop meeting to other members of the Civic Association. It was suggested that agenda items be exchanged and prioritized prior to the meeting.

GREENWAY GRANT

Remegia Mitchell wrote a grant application for the NYS Canal Corporation 2006 Erie Canal Greenway Grant Program. As a result of her efforts, the village was awarded \$225,000 in funding for the Village of Pittsford Waterfront Improvement Phase VI Project. This is a matching grant so the Village will have to find funding sources. Ms. Mitchell suggested in a memo that possible funding sources might include the CDBG grant through Monroe County, the LWRP and Multi-modal funds through the DOT. She suggested that the Village begin to look for funding now. The Trustees approved Mayor Corby's plan to ask Ms. Mitchell to spend some time researching matching funding and to submit a proposal to the Board.

Members of the Board of Trustees want to have input into the design. The Clerk will schedule a workshop meeting in early January. Once the scope of the project has been agreed upon, Scott Harter will write a preliminary proposal for a RFP (Request for Proposal) that will be distributed to consultants.

MEMBER ITEMS

- Mayor Corby will continue to research a fire alarm system for the Village Hall.
- Employee performance appraisals were discussed and are scheduled to be completed by the end of January. Mayor Corby will review the Clerk, Treasurer and APRB/PZBA Secretary. Trustee Limbeck will review the Building Inspector. Trustee Maddox will review the DPW Superintendent and the Parking Monitor. The DPW Superintendent will review the DPW crew members.
- Trustee Galli will arrange a meeting with Trustee Limbeck, APRB Chairperson Paul Zachman, PZBA member Ted Weniger and the Building Inspector to discuss processes. It is their intention to create a plan. Another joint meeting of the village volunteer boards and staff will be arranged in the future.
- Mayor Corby wrote a memorandum in support of the Town's request to the DOT to withdraw the current project scheduled for the intersection of Route 65 and Route 252. Board members reviewed the memo, suggested minor changes and generally agreed with the memorandum. Mayor Corby will send the final signed copy to the DOT.

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- Members discussed independent contractor status vs. a civil service position. Attorney Turner is researching this issue.
- Trustee Galli reported his findings regarding an opportunity to purchase electricity from the Village of Hilton. Board members concurred that the Village should sign up for a blended plan with Energetix.

VILLAGE HALL CLEANING

The Village Clerk will look into obtaining quotes for cleaning the Village Hall.

PZBA TRAINING REQUEST

The Village Board received a memo from the PZBA requesting that the Board consider hiring a trainer/speaker who would be knowledgeable about historic communities, preservation issues, planning issues for fully developed communities and other topics that would be relevant to the Village of Pittsford. Members of the PZBA have all taken the basic courses that are offered and would be interested in training that was more specific and meaningful to this village.

SCHOEN PLACE SIDEWALK BID OPENING

A bid opening for the sidewalk in front of Wahl's Ice Cream at 45 Schoen Place took place this morning at 10:00 o'clock. The lowest bid was submitted by Titan Development Inc. for \$27,795.00. Scott Harter is reviewing the bid for completion. He will contact the Board of Trustees with his findings.

STORMWATER COALITION MS-4

Remegia Mitchell sent a memo to the Board regarding use of the Village's portion of the 2007 funding from the Department of Environmental Services. Each municipality was allocated 100 hours. Ms. Mitchell suggested several options for projects. They included GPS outfalls – finding sources so we can inspect for illicit discharges, mapping the stormwater network, GPS of catch basins. Ms Mitchell reminded the Board that the Village needs to respond to DES about this funding.

Mayor Corby suggested coordinating with Paul Schenkle at the Town for GPS of catch basins. He will discuss this with Ms. Mitchell.

EXECUTIVE SESSION

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

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

Having taken no action, a **motion** was made by **Mayor Corby, seconded by Trustee Maddox** to leave executive session and reenter the regular session of the meeting.

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

MINUTES

November 29, 2006: A **motion** was made by **Trustee Galli, seconded by Trustee Sherwood** to approve these minutes as written.

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

ADJOURNMENT

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

Anne Z. Hartsig, Recording Secretary

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