

**Proceedings of a Special Meeting of the Pittsford Village Board of Trustees
February 14, 2008**

Present: Trustee Paula Sherwood
Trustee Tim Galli
Mayor Robert Corby
Building Inspector Skip Bailey

Meeting time: 7:30-8:10 AM

The purpose of this special meeting was to discuss the expiration today of the irrevocable letter of credit totaling \$40,968.00 issued to the Village for the account of Schoen Place LLC. This amount reflects a significant reduction made a year ago, from \$197,364.00, because of substantial progress toward completion of the project.

Mr. Longwell, a principal of Schoen Place LLC, reviewed the status of six open items noted by the Village Building Inspector:

1. Final paving and striping of the parking lot. This cannot be completed now because of the weather. There is a strong incentive to complete these items because of the needs of tenants.
2. Installation of the granite curb where concrete was used (east entrance). Mr. Longwell indicated that this matter will be taken care of soon.
3. The air conditioning units and screening are not on the plan.
4. The drainage across Schoen Place is not installed. Mr. Longwell commented that the Village agreed to submit a permit application to the Canal Corporation and that the hook-up to his drainage system is viewed as temporary.
5. The sidewalk across the east driveway is not installed. Mr. Longwell indicated that the east entrance/exit needs to be reconfigured to include landscaping since the remote teller will not be installed and since the Newcomb Oil station will move to North Main Street.
6. Submission of a final as-built site plan.

The participants also discussed the reimbursement due to the Village for engineering/consulting services totaling \$7,090.46.

The consensus of the Trustees was that the relatively small amount of work remaining did not give rise to the need to renew the letter of credit, especially since the paving is a major item and the owner has a strong incentive to complete the work soon. All agreed that the applicant needs to return to the PZBA for a modification to the approved site plans. Regarding the drainage (#4 above), the Mayor will review the need to finalize a permanent solution with our landscape architect overseeing the Greenway Grant.

Mr. Longwell acknowledged his obligation to reimburse the Village for engineering/consulting fees, per the agreement of January 2006, and will do so soon, after reviewing the charges.

Motion made by Bob and seconded by Paula: To allow the letter of credit number 2007-01, issued by The Upstate Bank, for \$40,968.00 to expire today with the understanding that the owners of Schoen Place LLC address all of the outstanding items, including reimbursement of engineering/consulting fees, promptly.

Tim, Paula, Bob voted in the affirmative.

In addition, the Mayor agreed to discuss the action of the Trustees with the Chair of the PZBA.

Timothy A. Galli, Recording Secretary