

PROCEEDINGS OF A MEETING OF THE VILLAGE BOARD OF TRUSTEES
June 24, 2008

Present:

Mayor	Robert C. Corby
Trustees	Tim Galli
	Paula Sherwood
	Mary Beth Cleary
	Steve Maddox
DPW Superintendent	John Cufari
Building Inspector	Skip Bailey
Recording Secretary	Anne Hartsig

Mayor Corby called the meeting to order at 6:00 PM.

PRESENTATION BY ROGER BROWN

Mr. Brown presented a written conceptual plan and a conceptual drawing depicting development on the Monroe Avenue Monoco Oil site. The concept is based on information in the Village's Comprehensive Plan. It includes sidewalks, street trees, pavilions, and condominiums that are designed to look similar to historic canal buildings. Mr. Brown's idea is to create another residential street rather than a suburban housing complex or subdivision.

Members of the Board were pleased with the sketch and the ideas that were presented.

INTERNATIONAL DUMP TRUCK

DPW Superintendent reported that during an inspection, it was discovered that the International Dump Truck has a broken frame and that the truck is no longer usable. Members discussed the options and cost of replacing vs. repairing the vehicle, the possibility of trading jobs with the Town, and the feasibility of not replacing the vehicle at all. They determined that having a versatile fleet and maintaining a high level of service are reasons to replace the truck. Therefore, a **motion** was made **by Trustee Maddox, seconded by Trustee Cleary**, to apply the 2007/08 full General Fund surplus to category A-5110.2 for the purchase of a six-wheel, 37,000 GVW dump truck with plow wing and salter and to amend the 2008/09 budget to increase the funds in that category to support the expenditure of the truck.

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

EAP OF ROCHESTER – LINDA UEBELACKER

Linda Uebelacker, a program coordinator from the Employee Assistance Program of Rochester, explained the benefits to both employer and employees of an employee assistance program. She explained the fee for joining. Board members asked Ms. Uebelacker to provide a proposal for their consideration.

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PROPOSED LOCAL LAW #4 OF 2008 – ANNEXATION

Pursuant to Article 17 of the General Municipal Law, a **motion** was made by **Mayor Corby, seconded by Trustee Maddox**, to approve the passage of Local Law #4 of 2008 as written below:

***Village of Pittsford
Local Law #4 of 2008***

The Village of Pittsford, County of Monroe, State of New York, pursuant to Article 17 of the General Municipal Law of the State of New York hereby annexes to the Village of Pittsford, County of Monroe, State of New York, from the Town of Pittsford, County of Monroe, State of New York all that land and premises located within the Town Tax Parcel #152.17-3-3 located at 75 Monroe Avenue, Town of Pittsford, County of Monroe, State of New York. Such annexation will be effective as of the date of the filing of this local law with the office of the Secretary of State of New York.

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

PROPOSED LOCAL LAW #5 OF 2008 – MORATORIUM

Proof of the legal notice below having been published, a **motion** was made by **Mayor Corby, seconded by Trustee Maddox** to open the public hearing to consider the adoption of proposed local law #5 of 2008.

Please take notice that a Public Hearing will be held before the Village of Pittsford Board of Trustees, Tuesday, June 24, 2008 at 8:00 p.m. at 21 North Main Street, Pittsford, New York to consider the adoption of proposed Local Law #4 of 2008 entitled “Temporary Moratorium on Applications and Approvals” regarding property consisting of tax parcel #152.17-3, located at 75 Monroe Avenue, Town of Pittsford, New York to be annexed to the Village of Pittsford, New York”. A copy of the proposed local law is on file in the Office of the Village Clerk, where it may be inspected by interested parties between the hours of 8:30 a.m. and 3:30 p.m. Monday through Friday.

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

Mayor Corby explained that the need for this law is to provide the time that is necessary to rezone the former Monoco Oil site property that was annexed to the village before applications or approvals are accepted for development of the property.

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

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

A **motion** was made by **Trustee Galli, seconded by Trustee Cleary** to adopt proposed Local Law #5 of 2008 as written.

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

MINUTES OF MAY 1, 2008 – JOINT BOARDS ANNEXATION PUBLIC HEARING

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A **motion** was made by **Trustee Sherwood, seconded by Mayor Corby** to approve these minutes as written.

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

DPW REPORT – JOHN CUFARI

Mr. Cufari reported that one of the crew members resigned his position. Mr. Cufari said he believed the crew could maintain the same level of service with the exception of snow removal in the business district, even if they did not replace this employee. Following discussion, the Board decided not to replace this employee at this time. The issue could be revisited if a need arises.

Other items of mention included a crew member who will be called to active military duty this summer, equipment repairs, Maple St. paving and water line break, new street sign laws that will be effective by 2012, (the Board will research signs that will be consistent with the historic nature of the village), new crosswalk signs that will be required by 2011, recent vandalism to pedestrian crossing signs, flowers, the Sam Patch, and garbage cans. It was noted that there were broken bottles around the village.

The Board discussed parking problems and improvements to the sidewalk area at Starbucks and the digging of tree pits along South Main Street. A **motion** was made by **Mayor Corby, seconded by Trustee Galli** to accept the quotation for \$1,692.50 from Bristol's Garden Center to install median islands at Starbucks and to accept a separate quote from Bristol's Garden Center for \$3,298.00 for the addition of four tree pits on South Main Street with the understanding that the Board of Trustees will revise the procurement policy.

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

Mr. Cufari told the Board that the landscaping at the Washington Road/North Main Street intersection was completed this week. Mayor Corby will contact Trustee Sherwood to arrange a time to discuss a location for moving the historical cannon that is located at the Mile Post Cemetery, back into the village to the vicinity of the Washington Rd. /North Main Street intersection. He will discuss this issue with the Town Supervisor.

PROCUREMENT POLICY

The Village Board discussed changing the dollar amount requirements necessary for verbal quotes to adjust for inflation. A **motion** was made by **Mayor Corby, seconded by Trustee Galli** to change the portion of the Village Procurement Policy addressing the requirement for three verbal quotes for general purchase contracts as well as for Public Works Contracts to adjust for inflation. The new amount requiring verbal quotes will be from \$5,000 to \$9,900.

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

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TREASURER’S REPORT-MARY MAROWSKI

A **motion** was made by **Mayor Corby, seconded by Trustee Galli**, to approve repairs for the tractor in the amount of \$1800 and to amend the budget to transfer \$1200 from the contingency fund (A1990.4) to the tractor repair fund (A5110.44).

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

Treasurer Marowski presented the Treasurer’s report. Vouchers listed on Abstract #02 were reviewed. A **motion** was made by **Mayor Corby, seconded by Trustee Cleary** to approve payment of vouchers listed in Abstract #02, and to charge the vouchers to the appropriate accounts.

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

General Fund (#16-#43):	\$ 23,049.79
Sewer Fund (#29):	\$ 23.34
Capital Fund (#44)	<u>\$ 270.00</u>
Total vouchers for approval:	\$ 23,343.13

A **motion** was made by **Trustee Galli, seconded by Trustee Cleary** to approve all budget transfers applicable to the 2007/08 budget as listed and presented in the June 24, 2008 Treasurer’s Report.

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

BUILDING INSPECTOR’S REPORT – SKIP BAILEY

The following issues were discussed in the Building Inspector’s Report:

- The owner of 10 Lincoln Avenue believes the property has been sold.
- The NYS Canal Corp mandated the location and design of the dock for the Erie Canal Boat Co.
- Construction at the Flour Mill continues. There is no definite completion date.
- State Farm Insurance is moving from Monroe Ave. to Grove Street.
- 57 North Main Street has a new addition on the rear for storage.
- Space at Breathe Yoga (19 South Main St.) will be reconfigured and new storefront windows will be installed.
- Pittsford Farms Dairy will apply to the Planning Board in July for changes.
- A pre-construction meeting took place for the Schoen Place project. Work is expected to begin within 2 weeks. Mayor Corby gave an overview of the project. Phasing will occur to minimize disruption. Mayor Corby will draft a letter to notify the merchants. The Building Inspector’s role in the project will be to inspect the construction and identify code problems that may arise. The completion date is December 1, 2008.
- Dumpsters at Wahl’s Ice Cream and Mustard’s Restaurant were overflowing. Mayor Corby met with the dumpster users. As a result, the dumpsters have been cleaned up. Dumpsters that require a swipe card are being considered.

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- The use of skateboards along the towpath and in other locations has become an issue recently. Signage was discussed. Trustee Galli will discuss this with Captain Radler.
- Trustee Sherwood mentioned that the floating dock near Aladdin's is not securely fastened to the shore. Mr. Bailey reported that the Canal Corporation is monitoring this situation.
- Property concerns are the steps on the house at the northwest corner of South Street and Locust Street, the air conditioner and the gutter at the Collins' property on Schoen Place and the canalside fence that is falling down.

LIGHTING CODE PROPOSED CHANGES

Mike Quagliata of Q-Tech Engineering P.C. has made revisions to the lighting code for the Village. Mayor Corby and the Building Inspector will review and modify the revisions as necessary.

REQUEST FOR STREET CLOSURE

The Village Board received a request to close a portion of Eastview Terrace for a neighborhood graduation celebration picnic on July 5th from 3 to 7 PM. Following discussion, a **motion** was made **by Mayor Corby, seconded by Trustee Galli** to authorize a non-municipal use permit to close the portion of Eastview Terrace between Elmbrook Drive and Jefferson Road on 7/5/08 from 3 to 7 PM for a neighborhood picnic with the understanding that parents and adults will be in attendance and will closely supervise the event, there will be no alcohol consumption by minors, and there will be no band or loud music. The approval is conditional upon the applicant notifying all neighbors that might be affected by the street closure prior to the event.

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

SCHOEN PLACE EASEMENT

Attorney Turner has written a memorandum of understanding regarding the granting of an easement from Roger Powers to the Village of Pittsford so that a drainage pond can be located on the Power's property to facilitate the grant project improvements along Schoen Place. Mayor Corby stated that although Mr. Powers is a relative, Mayor Corby would have no personal financial gain if Mr. Powers granted an easement to the Village for a drainage pond. Therefore, the Board of Trustees suggested that Mayor Corby, as a representative of the Board of Trustees, discuss this memorandum and the proposed easement with Mr. Powers.

FOIL FORM AND POLICY DISCUSSION

The Village Clerk drafted a FOIL request form and a draft policy regarding public access to Village records. The policy is based on model regulations from the Committee on Open Government. Board members were in favor of using a specific request form from now on and were also in favor of adopting a policy. The Trustees determined that Village Attorney Osborn should review both of the drafts. The discussion will continue at a future meeting.

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MEMBER ITEMS

APRB Member appointment: Mayor Corby and APRB Chairperson Paul Zachman interviewed village resident Erin Daniele for the position of a potential board member of the APRB. A **motion** was made **by Mayor Corby, seconded by Trustee Sherwood**, to appoint Erin Daniele to the APRB to fulfill the unexpired term of John Limbeck.

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

Town-wide 25 mph speed limit: Mayor Corby reviewed the process that some Town governments have undertaken to reduce speed limits to 25 mph on a town-wide basis. Mayor Corby noted that other villages are interested in investigating the requirements for enacting the same law. Trustee Maddox will contact Senator Alesi to discuss the issue with him.

Grant Writer: Mayor Corby obtained writing samples from a potential grant writer. Trustee Galli will review the samples.

Meeting of July 22, 2008: Mayor Corby will not be available for the July 22nd meeting. Board members agreed to cancel the meeting.

Leadership Meeting update: Trustee Galli reported that the following issues were discussed at the last Leadership Meeting.

- GIS
- Cable TV access
- Summary of the joint workshop meeting held on June 5th. Mayor Corby will write a draft brochure.
- Potential cap on taxes

EXECUTIVE SESSION

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

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

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

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

2008/09 PRIORITY LIST

Board members discussed items on the 2008/09 priority list and their reasons for maintaining the list. The Village Clerk will update the status of this list as well as the Action Item list.

ADJOURNMENT

A **motion** was made **by Trustee Sherwood, seconded by Mayor Corby** to adjourn the meeting at 10:30 PM.

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

Anne Z. Hartsig, Secretary