

**PROCEEDINGS OF A MEETING OF THE VILLAGE BOARD OF TRUSTEES
July 8, 2008**

Present:

Mayor	Robert C. Corby
Trustees	Tim Galli Paula Sherwood Mary Beth Cleary Steve Maddox - absent
DPW Superintendent	John Cufari
Treasurer	Mary Marowski
Recording Secretary	Anne Hartsig

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

REZONING FOR MONOCO AND DPW PROPERTY

Mayor Corby said he met with Mark IV representatives to discuss Roger Brown's conceptual drawings for the Monoco property site. Representatives were pleased with the drawings and will contact Roger Brown directly. Mayor Corby said he would present a draft of a new residential zoning code in August.

REVISED LIGHTING CODE

Mayor Corby presented an updated draft of the lighting code which incorporated comments from Mike Quagliatta. This draft also included diagrams. The Clerk will distribute electronic copies to the members of the Board of Trustees and to the Planning board members.

DPW REPORT – JOHN CUFARI

The following issues were discussed with the Board of Trustees. The **new dump truck** was ordered and should be delivered in late September. **Grass clippings** are no longer allowed in landfills. Mr. Cufari distributed informational letters to village residents who are putting clippings out for pick-up. They have been asked to mulch or compost on their own property. **Sidewalks** on Boughton Avenue are complete. Various sections on North Main Street from the bridge to the village line will be started in late July or early August. Work at **5 State Street** (Starbucks) will begin on July 14th. The crew has been working on maintenance for the **commemorative benches**. The nameplates do not hold up well. The **fence railing** for the towpath near the Degenhardt parking lot needs replacing. Mr. Cufari has secured quotes. He suggested that a letter be sent to Mr. and Mrs. Degenhardt to inform them of this repair and the possibility that access across their property may be needed. Trustee Galli suggested that the contractor be asked not to use the Degenhardt property. A **motion** was made **by Mayor Corby, seconded by Trustee Cleary** to approve the quote from All American Fence, who provided a design more suitable for the conditions, in the amount of \$5386 to repair the guardrail along the western section of the towpath on Schoen Place and to use funds from the 2008/09 contingency fund to pay for this repair.

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

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Mr. Cufari has discussed certification of crew members for **one-man plowing** with the DOT and the Town of Brighton. The **new leaf machine** should arrive July 9th. New **sign posts** have been installed at Maple and Rand and Courtenay and Greenhill Lane. Mr. Cufari asked the Board to look at the posts and get back to him with comments.

Towpath bike riders who do not dismount along Schoen Place continue to be a safety issue. Several ideas to deter this behavior, including bollards, painted speed bumps, repainting the “walk your bike” pavement signs, and signs that would direct bikes to the road rather than the path, were discussed. Mr. Cufari will investigate a specific type of bollard and will talk to the company about handicap accessibility. Depending on the information he receives, the Board authorized Mr. Cufari to install one of these bollards so long as it is ADA compliant.

PITTSFORD GARDEN CLUB

Trustee Galli told the Board that the Pittsford Garden Club would like to donate the cost of approximately 600 spring bulbs that they would plant in the village. Upon discussion, it was decided that the preferred location would be between the two bridges, perhaps in front of the Flour Mill. Mr. Cufari said that the DPW would prepare the ground for planting as they did last year. A **motion** was made **by Mayor Corby, seconded by Trustee Galli** to authorize the Pittsford Garden Club to plant approximately 600 bulbs provided by the Village as a result of a donation from the Pittsford Garden Club, and secondly, to thank Jane Anderson and the members of the Pittsford Garden Club for their generosity.

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

TREASURER’S REPORT – MARY MAROWSKI

Treasurer Marowski presented the Treasurer’s report. Vouchers listed on Abstract #03 were reviewed. A **motion** was made **by Trustee Galli, seconded by Mayor Corby** to approve payment of vouchers listed in Abstract #03 and to charge the vouchers to the appropriate accounts.

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

General Fund (#45-#67):	\$ 16,357.89
Sewer Fund (#63):	<u> 93.61</u>
Total vouchers for approval:	\$ 16,451.50

Procurement Policy: At the meeting held on June 24, 2008, the Board of Trustees voted to update the procurement policy due to inflation. A **motion** was made **by Trustee Galli, seconded by Mayor Corby** to amend the procurement policy that was adopted at the June 24th meeting to read as follows:

Estimated Amount Of Purchase Contract	Method
\$1 - \$2,000 Department	At the discretion of the *Purchasing

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(*Village Clerk, Treasurer,
Superintendent of
Public Works)

No verbal quotes required

\$2,001 - \$4,999

Three (3) verbal quotations

\$5,000 - \$9,999

Three (3) written/faxed quotations or
written requests for proposals

Public Works Contracts

**Estimated Amount
Of Purchase Contract**

Method

\$1 - \$2,000

At the discretion of the Purchasing
Department

\$2,001 - \$4,999

Three (3) verbal quotations

\$5,000 - \$9,999

Three (3) written/fax quotations

\$10,000 - \$19,999

Three (3) written/fax quotations or
written requests for proposals.

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

Dump Truck Motion: At the meeting held on June 24, 2008, the Board of Trustees voted to purchase a six-wheel dump truck. At the suggestion of the Treasurer, the Board agreed to amend that motion as follows:

... to authorize the purchase of a new six-wheel GVW dump truck with plow wing and salter for a cost of \$134K from Regional International. Funding for this vehicle will be covered by the full 2007-08 General Fund surplus funds and the balance is to be supported by Fund Balance initially. Upon delivery of equipment, request for reimbursement recycling grant monies (50% of the 95% of vehicle eligibility) are to be applied for and then restored to unappropriated fund balance when received. Additionally, the Board is amending the 2008-09 budget to reflect an increase of \$134K in category A5110.2 for the truck purchase and a reduction in category A909 Unreserved Fund Balance to cover the funding. See following entries:

1. To amend the 2008-09 budget to move allocated monies (\$25,000) designated for a Vehicle Reserve for the purchase of a 6-wheel dump truck in 2010 to the equipment line A5110.2 to reflect the emergency purchase of said equipment in fiscal year 2008-09.

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Dr. A9950.5	Transfers to Capital Projects (Equipment Reserve)	\$25,000.00
Cr. A5110.2	Equipment Purchase	\$25,000.00

A **motion** was made by **Trustee Galli, seconded by Mayor Corby** to amend 2008-09 budget to move allocated monies of \$25,000 designated for a Vehicle Reserve for the purchase of a 6-wheel dump truck in 2010 to the equipment line A5110.2 to reflect the emergency purchase of said equipment in June 2008.

Vote: Corby - yes, Galli -yes, Cleary -yes, Sherwood – yes. **Motion Carried**

2. To authorize purchase of the 6-wheel GVM dump truck with plow wing and salter for a cost of \$134,000 and to fund it with the surplus funds from 2007-08 and the balance with unreserved fund balance.

Dr. A909	Unreserved Fund Balance	\$109,000.00
Cr. A5110.2	Equipment	\$109,000.00

A **motion** was made by **Trustee Cleary, seconded by Trustee Sherwood** to authorize purchase of the 6-wheel GVM dump truck with plow wing and salter for a cost of \$134,000 and to fund it with the surplus funds from 2007-08 and unreserved fund balance.

Vote: Corby - yes, Galli -yes, Cleary -yes, Maddox - absent, Sherwood – yes. **Motion Carried**

3. To amend the 2008-09 budget to allocated fund balance and estimated grant monies for the purchase of the 6-wheel dump truck.

Dr. A510	Estimated Revenues	\$44,000.00
Dr. A599	Appropriated Fund Balance	\$65,000.00
Cr. A960	Appropriations	\$109,000.00

A **motion** was made by **Trustee Galli, seconded by Trustee Sherwood** to amend the 2008-09 budget to allocated fund balance and estimated grant monies for the purchase of the 6-wheel dump truck.

Vote: Corby - yes, Galli -yes, Cleary -yes, Sherwood – yes. **Motion Carried**

4. To reflect reduction of taxes in conjunction with the franchise agreement between Time Warner Cable and the Village of Pittsford.

Dr. A1001	Taxes	\$35.72
Cr. A250	Taxes Receivable	\$35.72

A **motion** was made by **Trustee Galli, seconded by Trustee Sherwood**, to approve the reduction of tax revenue as per franchise agreement between Time Warner Cable and the Village of Pittsford.

Vote: Corby - yes, Galli -yes, Cleary -yes, Sherwood – yes. **Motion Carried**

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Schoen Place Project: Trustee Galli requested a summary schedule of work to be done for the Schoen Place Project. Mayor Corby will ask landscape architect, Doug McCord to forward a schedule.

PROPOSED LOCAL LAW #6 – FLOOD DAMAGE PREVENTION

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 the adoption of Proposed Local Law #6 of 2008.

*“Please take notice that a public hearing will be held before the Village of Pittsford Board of Trustees, Tuesday, July 8, 2008 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 2008**, which local law would **Add Chapter 107, Flood Damage Prevention** to the Code of the Village of Pittsford. A complete copy of the proposed local law is available for review Monday through Friday during the hours of 8 AM to 3:30 PM in the Village Office, 21 North Main Street, Pittsford, NY”.*

Vote: Corby - yes, Galli -yes, Cleary -yes, Sherwood – yes. **Motion Carried**

The Village Clerk reported that written comments had been received from resident John Limbeck. He asked the Board to make certain that the zoning requirements in the proposed law wouldn't interfere with the Village's Overlay District as it pertains to the Monoco site or to the Village/Town land on the north side of the canal. Mayor Corby said the zoning requirements in the proposed law would not conflict with the Village's current zones or the Overlay District. Mr. Limbeck's second concern was that insurance carriers might conclude that all village properties lie within a registered flood plain, thereby mandating flood insurance at elevated rates. Mayor Corby said the entire designated area is technically located within canal corporation lands.

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 Sherwood** to close the public hearing.

Vote: Corby - yes, Galli -yes, Cleary -yes, Sherwood – yes. **Motion Carried**

A **motion** was made by **Mayor Corby, seconded by Trustee Galli** to approve passage of proposed Local Law #6 of 2008, Flood Damage Protection.

Vote: Corby - yes, Galli -yes, Cleary -yes, Sherwood – yes. **Motion Carried**

EAP PROPOSAL

Linda Uebelacker sent a cost proposal for the Employee Assistance Program that she explained to Board members at the June 24th meeting. After the presentation in June, Board members were favorably impressed with this program and determined that the cost proposal was reasonable. Before a final decision is made, the Mayor will discuss the program with employees as to its usefulness. The topic will be placed on the August agenda.

REQUEST FOR PARKING TIME LIMIT CHANGES

Board members received a request to change the parking time limit for spots to the south of Lincoln Avenue to two hours. Mayor Corby said the most valuable parking spaces for

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retail areas should turn over frequently. Board members discussed the pros and cons of changing two spaces to a two hour time limit. A **motion** was made by **Mayor Corby, seconded by Trustee Galli** to change the parking time limit for two parking spaces south of the bus stop on the west side of South Main street between Locust and Lincoln.

Vote: Corby - yes, Galli -yes, Cleary -yes, Sherwood – yes. **Motion Carried**

FOIL POLICY AND FORM

Attorney Osborn is reviewing the proposed policy and form. It will be placed on the agenda for consideration at the August meeting.

MEMBER ITEMS

Compacting dumpsters: Trustee Galli will talk to haulers to gather information about what would be involved to get compacting dumpsters at Northfield Common and the Burdett lot.

CAP Grant approval: Mayor Corby discussed applying for a grant to cover the cost for a corridor study for Jefferson Road including the gateways and traffic control. He proposed applying for a \$45,000 grant. He said there is no match required but the chances of receiving the grant are better if a match is offered. Mayor Corby suggested a \$20,000 match. A motion was made by Trustee Galli, seconded by Trustee Sherwood to authorize the Mayor to make application for a CAP grant not to exceed \$45,000.

Vote: Corby - yes, Galli -yes, Cleary -yes, Sherwood – yes. **Motion Carried**

10 Lincoln Avenue: Mayor Corby reported that the owner of the property said the sale of the house will go through. Members said that the Building Inspector should enforce the deteriorating conditions

Handbook Review: Members discussed having the employee handbook reviewed periodically. The Clerk will get quotes for the cost to review and update it.

Office help during the NYCOM training school: Board members agreed that former employee Joan Atwell could be asked to help out in the office during the week of September 15th when the Clerk and Treasurer are attending the NYCOM Fall Training school at her former hourly rate.

MINUTES

June 10, 2008: A **motion** was made by **Trustee Cleary, seconded by Mayor Corby** to approve these minutes as amended.

Vote: Corby - yes, Galli -yes, Cleary -yes, Sherwood – yes. **Motion Carried**

June 24, 2008: A motion was made by Mayor Corby, seconded by Trustee Sherwood to approve these minutes as amended.

Vote: Corby - yes, Galli -yes, Cleary -yes, Sherwood – yes. **Motion Carried**

PRIORITY LIST

Board Members updated the priority list.

ACTION LIST

Trustees decided they will no longer use this list.

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ADJOURNMENT

There being no further business, Mayor Corby adjourned the meeting at 9:20 PM.

Anne Z. Hartsig, Recording Secretary