

PROCEEDINGS OF A MEETING OF THE VILLAGE BOARD OF TRUSTEES
September 9, 2008

Present:

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

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

TREASURER’S REPORT – MARY MAROWSKI

1. Treasurer Marowski presented vouchers for approval. Vouchers listed on Abstract #06 were reviewed. A **motion** was made **by Trustee Galli, seconded by Trustee Sherwood** to approve payment of vouchers listed in Abstract #06 and to charge the vouchers to the appropriate accounts.

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

General Fund (#131-#142, #144-#147, #149-#153, #155-#169):	\$ 37813.11
Sewer Fund (#138, #143, #148, #154, #163):	\$ <u>6107.54</u>
Total vouchers for approval:	\$ 43,920.65

2. Other Business

- Design Guidelines for post-war neighborhoods: The Village received a Certified Local Government grant for the purpose of developing a set of design guidelines to help educate residents about the purpose of the APRB. The APRB has had many applications from residents in post-war neighborhoods. Those proposed improvements are at odds with the current Code. The Village has received a proposal from Katy Eggers-Comeau of the Rochester Landmark Society, to conduct a survey of the post-war neighborhoods within the Village and to identify architectural features that should be preserved and those that could be replaced with newer materials. The cost for this survey is \$2,000. The Treasurer verified that this expenditure would be within the current budget. A **motion** was made **by Mayor Corby, seconded by Trustee Cleary**, to approve the expenditure of \$2,000 for the survey of post-war neighborhoods.

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

- A **motion** was made **by Mayor Corby, seconded by Trustee Sherwood** to authorize Terry Robins to attend two NY State Archives free workshops this fall noting that mileage reimbursement would be the only cost.

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

Proceedings of a meeting of the Village of Pittsford Board of Trustees on September 9, 2008

- Mayor Corby suggested that members of the Board of Trustees might wish to make a personal donation towards the purchase of a brick in appreciation and to give credit to Remegia Mitchell for all that she has done toward the improvements on Schoen Place. The Trustees were in favor of this idea.

WASHINGTON AVENUE CURBS

Village resident Harry Ruske addressed the Board on behalf of members of St. Paul's Lutheran Church. He reported that the curbs on Washington Avenue are crumbling and have become a safety issue. He told the Board of two incidents where parishioners have stepped on the curb and it has crumbled under their feet. No one was injured. He asked the Board to consider repairing or restoring the curbs. He stated that he is aware of the cost and that he knows this is not a budgeted item. However, he asked if this project could be budgeted for next year. Mayor Corby noted that there are many areas within the village that need re-curbings. He will inspect the curbs on Washington Avenue. Trustee Galli noted that there is a budget for maintenance. It was suggested that CDBG grant funding might be used to restore the curbs if new curbs included handicap access cuts. Mr. Ruske thanked the Board for hearing his concern.

DPW REPORT – JOHN CUFARI

- Mr. Cufari explained the process for applying for Multi-Modal funding to be used for road repairs. He said that this funding could be used for road work on Washington Avenue, Sutherland Street, Church Street, Locust Street, Lincoln Avenue and South Main Street, south of Jefferson Road. Before an application can be made, a concise but detailed design must be drawn for submittal. Mr. Cufari requested approval to ask engineer Scott Harter to write a description that could be submitted with an application for a multi-modal grant. A **motion** was made **by Mayor Corby, seconded by Trustee Sherwood**, to authorize Mr. Cufari to request Scott Harter to write a description of project repairs for the above mentioned streets to be submitted as a part of a multi-modal grant application.
Vote: Corby – yes, Sherwood – yes, Galli – yes, Cleary – yes. **Motion carried.**
- Mr. Cufari said he would like to hire a specific person to bring the number of the crew back up to 5 people. He discussed the qualifications of this person with the Board. A **motion** was made **by Trustee Sherwood, seconded by Trustee Galli** to approve the hiring of Douglas Yaeger as a member of the DPW crew at a salary of \$14.25 per hour.
Vote: Corby – yes, Sherwood – yes, Galli – yes, Cleary – yes. **Motion carried.**
- Mr. Cufari presented a written report listing general DPW information, activities and projects. Members discussed specific items on the list.
- Mr. Cufari suggested increasing the budget amount for trees in the next fiscal year.

PROCLAMATION FOR BARRY SENS

The following proclamation was offered and signed by the Board of Trustees in recognition of Barry Sens' 50th anniversary with the Pittsford Fire Department.

**Proclamation
September 9, 2008
BARRY SENS**

WHEREAS, we, the members of the Pittsford Village Board of Trustees, as do all the citizens of our community, wish to express our gratitude to our friend, Barry Sens, and

WHEREAS, Barry served for 50 years as a member of the Pittsford Fire Department, and, during this tenure, he maintained an unbridled enthusiasm for his duties with the Department as well as active involvement in the Pittsford Community,

NOW THEREFORE BE IT RESOLVED, that this proclamation shall be a tribute to Barry Sens for his years of service and dedication to the Pittsford Fire Department and that this proclamation shall be inscribed upon a special page in our minute book, and

BE IT FURTHER RESOLVED, that we, the members of the Board of Trustees of the Village of Pittsford, do hereby salute and call attention to Barry Sens, and in honor of his outstanding service to our community, do call upon all residents of the Village of Pittsford to join us in this tribute on this 9th day of September, 2008.

***Mayor Robert C. Corby
Deputy Mayor Timothy Galli
Trustee Paula Sherwood
Trustee Steven Maddox
Trustee Mary Beth Cleary***

SIGN AND BANNER POLICY REVISIONS

- It was noted that trucks have been hitting the Town banners that are installed on Village poles. In addition, in some cases, the method of installation of the banners has dented the poles. Board members discussed the location of banners and further revisions were made to the sign and banner policy. The Building Inspector will be asked to rewrite the policy into a draft Code form by the first meeting in November.
- Trustee Sherwood presented results of her research into options for Village-owned sandwich signs that groups could use to advertise events. The Board discussed the style and cost of the options. Trustee Sherwood will continue to investigate the options and will work on finding a simplified sign at lower cost. Members do not wish to place a financial burden on non-profit groups. Appropriate locations for the placement of these signs were also discussed.

PROPOSED LOCAL LAW #8 – EXTENSION OF MORATORIUM

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

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

“Please take notice that a Public Hearing will be held before the Village of Pittsford Board of Trustees, Tuesday, September 9, 2008 at 8:00 p.m. at 21 North Main Street, Pittsford, New York to consider the adoption of proposed Local Law #8 of 2008 entitled “Extension of Temporary Moratorium on Applications and Approvals regarding property consisting of tax parcel #151.17-3-3, located at 75 Monroe Avenue, Town of Pittsford, New York 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.”

Board members discussed the need for form-based zoning. Mayor Corby reported on the status of the draft zoning for this parcel. He has discussed the proposed extension of the moratorium with representatives from Mark IV. Mr. DiMarzo will be invited to the October meeting to talk to the Board about the project.

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

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

A **motion** was made by **Mayor Corby, seconded by Trustee Sherwood**, to approve the adoption of proposed Local Law #8 of 2008 as written.

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

UTILITY AUDIT

Trustee Galli presented information about Troy & Banks, a utility and telecommunications consultant company that could conduct an audit to ensure that the Village is not being overbilled for utility costs. Board members discussed the information and concluded that there is no cost for the audit and that it could save money for the Village. Attorney Osborn reviewed the information and the agreement that was presented and found it to be in order. A **motion** was made by **Mayor Corby, seconded by Trustee Sherwood**, to approve the Troy & Banks proposal presented by Trustee Galli, to conduct an audit of the Village’s electric bills.

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

LIGHTING CODE REVISIONS

Having asked for and received comments from the PZBA on the proposed revisions to the Village’s lighting code, a **motion** was made by **Mayor Corby, seconded by Trustee Galli**, to hold a public hearing at the October 14th meeting to consider the adoption of proposed Local Law #9 of 2008, Amend Chapter 117 LIGHTING, EXTERIOR.

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

EAP CONTRACT

The Board of Trustees and Attorney Osborn reviewed the service contract with EAP of Rochester. A **motion** was made **by Trustee Galli, seconded by Trustee Sherwood**, to approve the three year service contract with EAP of Rochester as it was presented, for an employee assistance program to benefit Village employees, and to authorize Mayor Corby to execute the agreement.

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

BURDETT PARKING LOT DUMPSTERS

The condition and location of dumpsters in the Burdett Parking lot continues to be a problem. Trustee Sherwood will consult with the Building Inspector and will move towards finding a solution by working with the owner, the Town, and the tenants.

PITTSFORD DAIRY

Representatives of the Pittsford Dairy have submitted an application for a Special Permit. Board members will review the Conditional Use Permit documents from the PZBA at the next meeting. A **motion** was made **by Trustee Sherwood, seconded by Trustee Cleary**, to hold a public hearing at the September 23rd meeting to consider a special permit for the Pittsford Dairy.

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

Trustee Cleary left the meeting due to illness

MEMBER ITEMS

- Newsletter: Articles must be submitted by the beginning of November. Trustee Sherwood will email further information.
- Trustee Sherwood continued to gather information about village logo clothing from the Idea Works. There will be a start up cost of \$850. Revisions to the logo design were agreed upon. The Board of Trustees conceptually approved the offering of village logo clothing based on discussion with the Treasurer regarding the funds for the start-up cost. Trustee Sherwood will proceed.
- Trustee Sherwood reported on information she has gathered regarding Preservation Month events and ideas. She met with Historic Pittsford President, Joe Maxey about possible collaboration. Trustees were enthusiastic about the ideas that were presented. Trustee Sherwood will continue working on this month-long event.
- Trustee Sherwood has scheduled a meeting in October with Fairport's economic development director, Kal Wysokowski, Board members were invited to attend this meeting.
- Mayor Corby informed the Board that advance notification regarding a Genesee Transportation Council grant opportunity has been received. He suggested that the Village to apply for funding towards the Jefferson Road corridor.
- Trustee Galli noted that the APRB meetings are proceeding smoothly and complimented the actions of Chairman Paul Zachman and the board members.

PZBA APPOINTMENT

Mayor Corby appointed Village resident Meg Rubiano as a member of the PZBA to fulfill the unexpired term of Tom Dannhauser.

GRANTS ANALYST

The Village Clerk advised the Board that the Village's classification submission for a grants analyst was approved by the Monroe County Civil Service Commission on 9/4/08. She will contact the County to ask if a list of qualified candidates is available.

HANDBOOK REVIEW PROPOSAL

A proposal to review the current employee handbook for accuracy, legal updating, language clarification and readability, has been received and was discussed. Board members are in favor of the review and the proposal. Action on the proposal is pending the Treasurer's update on the budget status.

HAUNTED HISTORY GHOST WALKS

Mayor Corby received a letter from Mason Winfield, the founder of Haunted History Ghost Walks, Inc. in reference to some issues with the non-municipal use permit that was granted by the Board on August 14th. Regarding the Board's request for a script, Mr. Winfield said he cannot provide a script without the Village signing a no-compete and non-disclosure form. Secondly, he asked if there was a "way around" the insurance stipulation that an insurance certificate for \$1,000,000 single limit of liability for bodily injury and property damage, naming the Village of Pittsford as additional insured, be submitted prior to the start of the ghost walks.

Board members discussed the letter. The Village's insurance agent was consulted. Both the insurance agent and the Village Attorney recommend that the Village maintain its position regarding the requirement to provide a Certificate of Insurance naming the Village as additional insured in the amount of \$1,000,000. Board members noted that all Village non-municipal use permits are granted with this stipulation, without exception. The requirement will not be waived. A response letter will be mailed to Mr. Winfield.

COLLECTIVE BARGAINING AGREEMENT

The Board of Trustees was informed of minor changes to the Collective Bargaining agreement. The changes were discussed. Attorney Centrone informed the Board that union members had approved the agreement. A **motion** was made **by Mayor Corby, seconded by Trustee Galli** to approve the Collective Bargaining Agreement for the period of time from June 1, 2008 to May 31, 2010.

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

EXECUTIVE SESSION

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

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

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

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

WAGE ADJUSTMENTS

A **motion** was made by **Mayor Corby, seconded by Trustee Galli** to increase the 2008/09 fiscal year wages of non-union Village employees by ½ %.

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

MINUTES

August 14, 2008: A **motion** was made by **Trustee Sherwood, seconded by Mayor Corby**, to approve these minutes as amended.

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

ADJOURNMENT

There being no further business, a **motion** was made by **Mayor Corby, seconded by Trustee Sherwood**, to adjourn the meeting at 10:10 PM.

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

Anne Z. Hartsig, Recording Secretary