

PROCEEDINGS OF A MEETING OF THE VILLAGE BOARD OF TRUSTEES
January 12, 2010 – 7:00 PM

Present:
Mayor Robert Corby
Trustees Tim Galli
Paula Sherwood
Steve Maddox – arrived at 7:20 PM
Trip Pierson
Treasurer Mary Marowski
DPW Superintendent John Cufari
Attorney: John C. Osborn
Recording Secretary: Anne Hartsig

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

TREASURER’S REPORT – MARY MAROWSKI

Treasurer Marowski presented vouchers listed on Abstract #10 for approval. A **motion** was made **by Trustee Galli, seconded by Trustee Sherwood**, to approve payment of vouchers listed on Abstract #10 with the exception of #356 and #358 which shall be withdrawn, in the amount stated below, and to charge them to the appropriate accounts.

General Fund (#309-#324, #326-#355, #357, #360-#366):	\$ 58,273.80
<u>Sewer Fund (#325, #334, #353, #359):</u>	<u>\$ 249.09</u>
Total vouchers for approval:	\$ 58,522.89

VOTE: Corby – yes, Sherwood - yes, Galli – yes, Pierson – yes. **Motion carried.**

Budget information that was presented included bank statements, budget revenues and expenses, and cash flow statements. The first budget meeting for the 2010/11 fiscal year was scheduled for 1/22/10 at 7:30 AM at the Village Hall. The Treasurer asked that the proposed equipment list, street and sidewalk project lists, and a tree replacement list be provided at the first meeting. Any other wish list items should also be presented.

Other business that was discussed included the mortgage tax breakdown, and the status of various grants.

The Treasurer reminded Trustees who are members of the NYS Retirement System that she must have written documentation of hours worked (retirement calendar/accurate service hours) by the first day of each month to submit to the State.

The NYS Society of Municipal Finance Officers is holding a seminar in Churchville on 2/4/10 entitled “Common Problems and Issues in Municipal Cash Flow & Capital Financings”. A **motion** was made **by Mayor Corby, seconded by Trustee Pierson**, to approve four officials to attend this seminar.

VOTE: Corby – yes, Sherwood - yes, Galli – yes, Pierson – yes. **Motion carried.**

Members discussed replacing a light pole that has been destroyed on the Four Corners. Superintendent Cufari said that a bollard to protect a new pole would probably not be allowed by

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the DOT. A **motion** was made by **Trustee Sherwood, seconded by Mayor Corby**, to approve the December 24, 2009 quote supplied by Livingston Lighting and Power in the amount of \$4,085.40 for the purchase and installation of a decorative cast iron light pole and a rebuilt fixture, to replace one that was hit on the northeast corner of the Four Corners near the clock.

VOTE: Corby – yes, Sherwood - yes, Galli – yes, Pierson – yes. **Motion carried.**

Trustee Maddox arrived at 7:20 PM

Members discussed the Canal Grant and the actual Village expenses for the project. Following the discussion, a **motion** was made by **Trustee Galli, seconded by Trustee Maddox** to approve the following resolution as presented:

Resolution #1 of 2010

Whereas, a modification of Resolution #14 of 2007 is necessary due to a change in the actual amount of expenses,

Now therefore be it resolved that there be a budget amendment to appropriate fund balance to pay for the remainder (Village Share) of the Canal Project from the General Fund (A) to the Canal Fund (HD) in the amount of \$175,000.00.

VOTE: Corby – yes, Sherwood - yes, Galli – yes, Pierson – yes, Maddox – yes. **Motion carried.**

The NYCOM Winter Legislative Meeting is scheduled for February 21-23rd in Albany. Mayor Corby will attend on February 21st to fulfill his responsibility as a member of the NYCOM Executive Committee. The Board of Trustees agreed to pay mileage for the Mayor to attend.

DPW REPORT - JOHN CUFARI

Mr. Cufari reported that:

- Jim Edwards has been hired to trim tree branches to facilitate the use of the new sidewalk plow.
- Snow has been pushed against the fence in the Burdett lot. Mr. Cufari will follow-up on this issue.
- The Ford Dump truck is being serviced by Monroe County as part of the Intermunicipal Fleet Services agreement.
- Mr. Cufari is checking with the DOT to see if a bollard, placed at the Four Corners to protect the light pole, would be permitted.
- The Town has generously agreed to provide the Village with an on-call crew member while Rob Harter is away on military duty.

UNION CONTRACT REVIEW

Contract negotiations are complete. Board members discussed the tentative 2010-2012 contract. The issue will be placed on the next meeting agenda.

It was noted that an MOU regarding unit members who are called to active military duty was signed by Mayor Corby on January 6, 2010.

RG&E FIELD SURVEY RESULTS

The Mayor received a letter from RG&E on December 15, 2009. The letter formalized agreements pertaining to billing reached by the RG&E and the Village of Pittsford during a meeting held on August 14, 2009.

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In 2009, Trustee Galli arranged for Troy & Banks to conduct an audit of fees paid by the Village to RG&E. Parts of the agreement in the 12/15/09 RG&E letter may conflict with the audit agreement that the Village has with Troy & Banks. Trustee Galli suggested that the Mayor not sign the RG&E letter until Trustee Galli has heard back from Troy & Banks on this issue. Board members agreed to wait for further information from Troy & Banks.

SIGN REQUEST – FIRST PRESBYTERIAN CHURCH

The Village Board received a request from the First Presbyterian Church for placement of a temporary sign to advertise a concert that is scheduled for February 14th. Board members reviewed the temporary sign tracking chart and found that there were no conflicts for the placement location and the dates. Therefore, a **motion** was made by **Mayor Corby, seconded by Trustee Sherwood** to approve the sign request from First Presbyterian Church as follows:

- One sign may be erected on the southwest corner of the Four Corners.
- One sign may be erected at the South Street and Route 96 intersection.
- Signs may be placed on February 9th and must be removed by the conclusion of the event.
- For safety reasons and to facilitate plowing of the sidewalks, the signs must be monitored if weather conditions warrant it.

VOTE: Corby – yes, Sherwood - yes, Galli – yes, Pierson – yes, Maddox – yes. **Motion carried.**

RAND PLACE

Trustee Galli presented a letter, survey, and a list of solutions with pros and cons that he drafted to be sent to Rand Place South residents. The purpose of the mailing will be to gather more input about street improvements and pedestrian safety. Members discussed the draft documents. Trustee Galli will make some revisions prior to sending the documents to the residents.

LYTLE PROPOSAL

The Village Board received a proposal from Paul Lytle of E&L Solutions. The proposal consisted of two parts. The first is to review the environmental aspects of the 75 Monroe Avenue project including SEQR. The second proposal is to become the overall project manager/coordinator on behalf of the Village for the development of 75 Monroe Avenue. Attorney Osborn suggested that the Trustees obtain a “range” estimate for these services since the overall timeframe for the project is unknown. Via email, Attorney Jeff Turner said that if the Board decides to retain Mr. Lytle as project manager, additional escrow will be needed from the developer. Trustee Maddox will contact Mr. Lytle to ask for samples of his work.

FERRANTI PROPOSAL

SRF Associates provided a proposal for a Monroe Avenue Corridor study to Mayor Corby and Town Supervisor, Bill Carpenter. The proposal letter was dated December 23, 2009 and included “Attachment A Monroe Avenue Corridor Traffic Study Work Scope Outline”, also dated 12/23/09. Mr. Ferranti’s letter stated that the work scope outline can be completed for a lump sum fee of \$22,270.

The Village previously received a bill for \$3400 from SRF Associates for a traffic consultation specifically for the 75 Monroe Avenue Project. Trustees discussed the 12/23 work scope proposal and whether or not some of the work has already been covered by Mr. Ferranti’s services regarding the 75 Monroe Avenue project. Mayor Corby said he would contact Mr. Ferranti to discuss that bill and to clarify the work scope of both studies.

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A **motion** was made by **Mayor Corby, seconded by Trustee Maddox** to approve the expenditure of \$5500.00 to cover the cost of the Village's share, from French Road to Main Street, of the SRF Monroe Avenue Corridor Traffic Study dated 12/23/09.

VOTE: Corby – yes, Sherwood - yes, Galli – yes, Pierson – yes, Maddox – yes. **Motion carried.**

PITTSFORD CANALSIDE PROPERTIES LLC

Supervisor Carpenter and Mayor Corby received an agreement letter, dated January 11, 2010, from Pittsford Canalside Properties LLC. The letter confirmed previous discussions regarding lead agency status under SEQR as it pertains to the development of 75 Monroe Avenue and about the scope and cost of the SRF Monroe Avenue Corridor Traffic Study dated 12/23/09. Upon the advice of Mr. Ferranti, minor revisions in the wording of the agreement has been made. A **motion** was made by **Mayor Corby, seconded by Trustee Pierson** to authorize the Mayor to sign the agreement letter dated 1/11/10 and to initial the minor revisions as recommended by Mr. Ferranti.

VOTE: Corby – yes, Sherwood - yes, Galli – yes, Pierson – yes, Maddox – yes. **Motion carried.**

NON-MUNICIPAL USE PERMIT

The Board of Trustees received a letter requesting permission from Penn State students to conduct a “canning” event in the Village during the weekend of January 23rd-24th. A **motion** was made by **Trustee Sherwood, seconded by Mayor Corby** to approve the request with the following conditions:

- The students may “can” at the intersection of Jefferson Road and Main Street.
- Students may not “can” in the street itself and must stay clear of crosswalks, and the intersection of Monroe Avenue and Main Street to avoid potential safety issues for pedestrians, drivers, and the participants.

VOTE: Corby – yes, Sherwood - yes, Galli – yes, Pierson – yes, Maddox – yes. **Motion carried.**

SCHOEN PLACE SIDEWALK

A letter was forwarded to Mayor Corby praising the improvements along Schoen Place but questioning the lack of a sidewalk in front of 21 Schoen Place. Mayor Corby will contact the author of the letter to explain why the sidewalk is incomplete in that area.

NYCOM FORUM ON CONSOLIDATION/DISSOLUTION

NYCOM will hold a free forum in the Village of Pittsford to provide information to local officials on the NY Government Reorganization and Citizen Empowerment Act. The forum will be on January 21st and will be held in the Sutherland High School Auditorium at 6:00 PM. The Village Clerk will notify Senator Alesi and Assemblyman Errigo. She will register those Trustees who plan to attend.

MEMBER ITEMS

- **Performance Evaluations:** 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, Pierson – yes, Maddox – 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.

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VOTE: Corby – yes, Sherwood - yes, Galli – yes, Pierson – yes, Maddox – yes. **Motion carried.**

- **Coastal Resources Grant:** The Village has been unsuccessful in securing matching funds for this grant award. Board members had hoped to use these funds to finish the Schoen Place improvements. Mayor Corby suggested that the Village reduce the scope of the project and commit to a \$40,000 match so that the sidewalk and curbing along 21 Schoen Place can be completed. The \$40,000 would have to be budgeted. Mayor Corby will call Valeria Ivan at the Department of State to discuss the procedure for altering the request. He will also investigate the use of future CDBG funds as a match for this grant.
- **Monroe Avenue Public Waterfront Improvements Grant:** The Village was notified of a \$35,000 award of funds to complete the design (construction drawings) for waterfront improvements near 75 Monroe Avenue. The grant application was a public-private partnership with Pittsford Canalside Properties LLC. The Clerk notified Pittsford Canalside Properties LLC about the award letter and will follow-up with their representative Bryan Powers regarding the next steps.
- **US Census Bureau request:** The US Census Bureau asked to use the John C. Osborn Meeting Room for six consecutive weeks for training purposes. Board members discussed the request and ultimately denied it for the following reasons:
 - The Building Use policy allows for four hours of use per month for any one group.
 - If the request was granted, the room would be unavailable for residents and other groups.
 - Prolonged use would be disruptive to the office staff and would require extra work on the part of the DPW, who would have to set-up and remove tables to the basement several times during the use of the room.
 - The parking lot would become unavailable for residents and those people attempting to do normal business at the Village Hall.
- **NIMS, PODS, Disaster Mitigation:** Mayor Corby will assign the responsibility for these emergency issues to the Fire Marshal.
- **Annual Employee Training:** The Clerk will arrange for employee harassment and workplace violence training to take place during the month of February. The DPW Superintendent will be consulted on other possible topics.

MINUTES

December 8, 2009: A motion was made by Mayor Corby, seconded by Trustee Sherwood, to approve these minutes as amended.

VOTE: Corby – yes, Sherwood - yes, Galli – yes, Pierson – yes, Maddox – yes. **Motion carried.**

December 14, 2009: A motion was made by Trustee Maddox, seconded by Trustee Pierson to approve these minutes as presented.

VOTE: Corby – yes, Sherwood - yes, Galli – abstain, Pierson – yes, Maddox – yes. **Motion carried.**

ADJOURNMENT

There being no further business, Mayor Corby adjourned the meeting at 10:20 PM.

Anne Z. Hartsig, Recording Secretary

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