

**PROCEEDINGS OF A SPECIAL MEETING
OF THE VILLAGE BOARD OF TRUSTEES
August 27, 2010 – 7:30 AM**

Present:

Mayor

Robert Corby

Trustees

Paula Sherwood

Steve Maddox

Tim Galli

Trip Pierson

DPW Superintendent

John Cufari

Recording Secretary

Anne Hartsig

Also present

Paul Lytle

Anthony DiMarzo

Chris DiMarzo

Frank Hagelberg

Brian Powers

Peter Vars

Mayor Corby called the meeting to order at 7:40 AM.

Paul Lytle was the facilitator for this meeting. The purpose of the meeting was to provide training for the process of conducting a State Environmental Quality Review Assessment.

Lead Agency Status

The meeting began with a discussion about the lead agency status as it pertains to the development project at 75 Monroe Avenue. It is the intention of the Board of Trustees to be the lead agency for this project. Notice was mailed to interested and involved agencies on August 3, 2009. The Board is waiting to make a motion to declare lead agency status until it has been confirmed that a traffic study agreement with the Town of Pittsford has been officially executed.

Proposed SEQR Process for 75 Monroe Avenue Project

Mr. Lytle stated that the Board of Trustees, as the approving government body, is required to identify and mitigate the significant environmental impacts for this project because special use permits have been requested by the applicant. The plan document has been forwarded to the PZBA and the APRB for comments. After the Trustees deem that all necessary information and comments have been gathered, they will have 20 calendar days in which to make a determination of significance. Mr. Hagelberg stated that the 20 day period can be waived by the applicant. Mr. Lytle stated that the lead agency should recognize the links and connections with interested and involved agencies and provide the appropriate amount of outreach. Mr. Lytle briefly reviewed the steps that will be followed for the SEQR process.

Review of the EAF (Environmental Assessment Form)

Mr. Lytle explained that there are 3 parts of the EAF. Part 1 has been completed by the applicant. It will be the Trustees' responsibility to complete Part 2 and 3.

Mr. Lytle reviewed the answers that have been supplied by the applicant to questions on **Part 1** of the EAF. It was suggested that following further review by the Board, the answers to some questions may need to be changed. Mr. Lytle also pointed out questions that may be of special significance for this project and might require more consideration. The questions that were mentioned are Section A: 4a; 17a; Section B: 1f,g,h,I,j; #2 & #7 which could be important

components for the question of significance and # 25, the list of involved and interested agencies which are important. Continuing, section C may need to be modified. It will be important for Mr. Bailey to play a role in this section and to understand the zoning implications. Section C11 has supplemental information for the board to review and C12 may have additional information following the traffic study by SRF Associates.

Part 2 will be completed by the Board of Trustees after they have received comments and information from involved and interested agencies and the public. Information supplied by the Planning Board will help with answering question #19. Regarding question #20, in order to answer this question, the Board will consider input from a group of citizens who are communicating by email, there will comments from the other village boards, and comments from interested and involved agencies. A public outreach session was held in which comments were heard. There will eventually be a public hearing. Mr. Lytle said that the Village and the developer share a common interest to be open about this application. Mr. Hagelberg noted that the public hearing for SEQR could be held at the same time as the public hearing for the special permits.

The lead agency will be responsible for preparing **Part 3** of the EAF. Mr. Lytle said this part can be lengthy. All significant impacts must be identified and described. In addition, all mitigation steps must be identified.

Types of Actions

Mr. Lytle spent some time discussing Type 1 Actions. Type 1 Actions are those that are more likely to require the preparation of an Environmental Impact Statement (EIS). He reviewed §617.4 which contains the list that identifies an action or project as a Type 1 Action. He said that the Village is allowed to be more inclusive than the State's list. He also said that if all identified impacts are fully mitigated, an EIS form may not be necessary.

Determining Significance

The following question was asked. In determining the significance, what is the responsibility of the Board of Trustees to those residents who live outside the Village as it relates to SEQR? Mr. Lytle answered that the village residents must be the priority of the Village Board. However, the issues cross municipal lines. He said the Village will act as lead agency and could be subject to legal action from any citizen. The Town is an involved agency and should weigh in on the issues on behalf of their residents. He noted that §617.7 (2) (b) (1-4) must be reviewed and put in writing. In §617.7 (c) Criteria of determining significance, (ix)-(xi) should be reviewed collectively. Mr. Lytle also said there is a need to measure both the long and short term effects of any impacts.

Next Steps

The next steps that the Board of Trustees should take are as follows:

1. Offer a resolution to declare themselves lead agency (9/14/10 meeting).
2. Make a formal determination of the Action Type.
3. Collect feedback from PZBA, APRB and others.
4. Review the new EAF.
5. Talk about gaining public input.

Board members discussed holding a special meeting to address steps 2-5.

Sewer Repair

A **motion** was made by **Trustee Sherwood, seconded by Mayor Corby** to approve the expenditure of \$4300 from the sewer budget to replace the damaged pump at the DPW.

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

Rand Place

Trustee Galli discussed a letter he would draft regarding the next steps for Rand Place traffic control.

Adjournment

There being no further business, the meeting was adjourned at 9:20 AM.

Anne Z. Hartsig, Recording Secretary