

PROCEEDINGS OF A MEETING OF THE VILLAGE BOARD OF TRUSTEES
February 22, 2011 – 7:00 PM

Present:
Mayor: Robert C. Corby
Trustees: Tim Galli
Trip Pierson
Absent Steve Maddox
Paula Sherwood
DPW Superintendent John Cufari
Recording Secretary Anne Hartsig

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

DPW REPORT – JOHN CUFARI

Superintendent Cufari reported on the following items.

- The salt usage this season is over the budgeted amount. The amount of salt used is consistent with the amount of snow that has fallen.
- The crew removed snow on the sidewalks and widened them to make room for more snow.
- The crew dug out every fire hydrant in the village.
- The sewers have been flushed. The flush truck is fixed.
- There are frost heaves in some sections of the sidewalks. The crew is marking them with paint as needed.
- Mr. Cufari obtained a quote from a certified arborist employed by Brocolo Tree & Landscape Service, for injections to protect against the Emerald Ash Borer insect infestation. The cost to is \$900 to treat the Village's 7 largest ash trees. The injection is 99% effective. Doug McCord agreed that injections are reliable. He said that the trees must be injected every two years. Mr. Cufari said injections should start in late May if the Board decides to treat the trees. Twenty-two trees have been planted this fiscal year.
- Greens in the urns at the Four Corners are dead. They will be removed this week. The Christmas tree at the Four Corners will be removed in the spring. It is frozen in the stand and the stand in frozen into the ground..
- Livingston Lighting was repairing street lights in the village today.

BUILDING INSPECTOR'S REPORT

Mr. Bailey submitted a written report prior to the meeting. He reported the following:

- The dangerous tree in front of 11 State Street will be removed within two weeks.
- Stormwater Coalition representatives would like to meet with the Village to discuss the grant for parking lot paving.
- The sewer problem at 23 South Main Street is being repaired by the new business owners.
- Mr. Bailey will meet with the owner of 18 Washington Road next week to complete an application for the front porch. Mayor Corby noted that there are additional issues at that location.
- A retail bakery and restaurant is proposed for 5 State Street. Approvals will be needed from Trustees, the Planning Board, and the APRB.
- Guys Pizza submitted remodeling plans.

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- The APRB is scheduling a meeting to discuss code changes that apply to post-war construction.
- A music studio has been completed at the Pickle Factory.
- The remodeling and addition at 16 Sutherland Street is completed.

The Trustees noted the following:

- 18 Washington Road has rubbish and debris in the yard and front porch construction that has remained unfinished for months.
- 17 & 17½ Washington Road has unresolved issues in addition to the unapproved windows that have now been removed and replaced with the old windows.
- There is a new, unapproved sign on Schoen Place.
- A steel door has been installed at 9 E. Jefferson Road. It was stated that this property should be checked regularly during construction.
- A drainage plan has still not been submitted for Northfield Common. Illegal salt storage remains on the property.

PITTSFORD LITTLE LEAGUE NON-MUNICIPAL USE PERMIT

The Board of Trustees received a request for a non-municipal use permit to hold the Opening Day Little League Parade on Saturday, April 30, 2011 on streets within the village. A **motion** was made by **Trustee Pierson, seconded by Trustee Galli**, to approve a non-municipal use permit for Pittsford Little League as requested, with the following understandings and conditions:

1. The parade will begin at Sutherland High School and terminate at Bob Ford Field.
2. The applicant will be responsible for obtaining Monroe County Sheriff's escort cars, fire trucks for the front and rear of the parade, and Fire Police at critical intersections.
3. The applicant will provide a Certificate of Liability insurance naming the Village of Pittsford as additional insured. The certificate must reflect a \$1,000,000 single limit of liability for bodily injury and property damage and must be current and on file in the Village Office prior to the event.

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

UNITED CHURCH OF PITTSFORD REQUEST FOR TEMPORARY EVENT SIGNS

The Board received a request for temporary signs to advertise Church suppers that will take place in April and in October. Regarding the April 9th supper, a **motion** was made by **Mayor Corby, seconded by Trustee Pierson**, in accordance with Village Code §168-12 A. (2), to approve the use of one sign at the intersection of South Main Street and Jefferson Road and one sign on the northeast corner of the Four Corners from April 4th until April 9th, 2011.

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

Regarding the October 22nd supper, a **motion** was made by **Mayor Corby, seconded by Trustee Pierson**, in accordance with Village Code §168-12 A. (2), to approve the use of one sign at the intersection of South Main Street and Jefferson Road and one sign on the northeast corner of the Four Corners from October 17th until October 22nd, 2010.

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

GRANT UPDATE – DOUG MCCORD

Mr. McCord explained that there are three ongoing projects. They are the Port of Pittsford project, the Schoen Place streetscape project, and the Schoen Place pavilion project, which is funded by a separate grant. For all projects, the necessary Canal Corporation permits are being obtained. The projects are on hold until the Village receives contract approval from the Department of State.

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The Port of Pittsford project includes new electric service, 3 or 4 lighted power bollards at the concrete wall, a steel and wooden dock system that will extend further than the existing dock, power and water service at 8 power bollards, more bumpers and tie-ups. There will be 3-4 light poles that match the ones across the canal on Schoen Place, an information kiosk, a band shelter with a metal seamed roof, new paver surfaces, and some landscaping around the band shelter. The dock lighting will be located on the bollards and those lights will be metal halide. Mr. McCord said the pavilion and the band shelter projects could be bid out together but would need to have separate contracts. He said the State should have all the information they need to approve the contracts.

Regarding the Village projects, Mr. McCord will send a copy of the project cost estimates he submitted to the Trustees. Trustee Galli is concerned that there are no contingency funds for the pavilion or for the roadwork portion of the Schoen Place grant, which includes from 21 Schoen Place to the terminus at the west end of the street. The Town portion of this grant has contingency funds, the Village portion does not. Mr. McCord said he believes the grant money that has been promised for the pavilion will cover the whole cost of the pavilion.

Mr. McCord said he believes that the Village portions of the project can be completed within 2011. There will be some disruption along Schoen Place. Mayor Corby will talk to the west end neighbors and business tenants just before the work is scheduled to begin. Because contracts from the State have still not been received, construction on the Town portion of the project will be postponed until fall of 2011.

PROCESS TO AMEND THE COMPREHENSIVE PLAN

The Board was given a written document with input from the Village Attorney containing the steps of the procedure that should be followed when they amend the Comprehensive Plan. Amendments to the Plan include the addition of the Speed Hump Policy, the Pedestrian Safety-Traffic Calming Plan of 2005, and the Town and Village Erie Canal Area Master Plan of June, 2006.

Mayor Corby suggested that the Board may want to wait to update the Plan until a *Complete Streets* document has been written. He explained that a *Complete Streets* document is a document that articulates the Board's vision of what they would like the village streets to be. He said it would be a broad policy statement that if written and adopted, would give the Village leverage and access to funding sources to be used for improvements to our streets and traffic calming measures.

Board members agreed to postpone amending the Comprehensive Plan until a *Complete Streets* document is written and reviewed.

VILLAGE OF PITTSFORD AS AN ASSESSING UNIT

Trustee Galli presented documents resulting from research he conducted regarding the Village as an assessing unit. He explained that the Village is an assessing unit, responsible for performing all of the required steps in the assessment process. He said the Village currently hires an assessor to perform these functions. He told the Board that the Village has the option, and is encouraged by the State, to cease being an assessing unit and to adopt the assessment roll of the Town of Pittsford. To do so would save the Village approximately \$4500 per year. The Village of Pittsford is the only one of the ten Monroe County villages that is an assessing unit.

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The Village Clerk explained the necessary steps of the process to Board members. The steps include publishing legal notices, holding a public hearing, and passing a local law among other things. Board members agreed to move forward with the process to cease being an assessing unit. Trustee Galli will begin the process by contacting the Supervisor and the Assessor. The issue will be on the next agenda.

DISCUSSION – SMOKING RESTRICTIONS

Mayor Corby received communication from the Smoking & Health Action Coalition of Monroe County. The letter described a recent ban on smoking in New York City's parks, beaches, marinas and pedestrian plazas. The topic of enacting a similar smoking restriction ban for the Village was discussed. Matters that were considered were the current cost to clean up the grounds along the towpath and other areas as a result of cigarette butts and litter, and the question of enforcement, if this was enacted. Trustee Pierson noted that the Village has spent a great deal of money to beautify the canal area as well as other parts of the village. He was in favor of looking further into smoking restrictions for public areas of the village.

Mayor Corby said that Skip Bailey will be asked to draft a smoking restriction ordinance that includes language about general littering. The Board will review the draft.

PUBLIC HEARING – PROPOSED LOCAL LAW #2 OF 2011 – AMEND §168

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, Galli – yes, Pierson – yes. **Motion carried.**

***VILLAGE OF PITTSFORD
NOTICE OF PUBLIC HEARING***

Please take notice that a Public Hearing will be held before the Village of Pittsford Board of Trustees, at a meeting on Tuesday, February 22, 2011 at 8:00 PM at the Village Hall, 21 North Main Street, Pittsford, NY, to consider proposed Local Law #2 of 2011 to amend sections of the Village Code including §168 – 6 Signs permitted in all districts, and §168-12 Temporary signs. A complete copy of the proposed amendments are available for review in the Office of the Village Clerk, 21 North Main Street, Pittsford, NY between the hours of 8:00 AM and 3:30 PM, Monday through Friday.

The reason for amending the Code is because it currently requires signs to be 10 feet away from a property line that abuts a public right of way. For most village lots, 10 feet is too far back from the public way. Therefore, Board members decided to change the Code to 18 inches from a property line abutting a public right of way, a more realistic distance.

There was no one present wishing to speak for or against the adoption of this local law. The Clerk had not received any communications regarding the passage of this local law. Therefore, a **motion** was made by **Mayor Corby, seconded by Trustee Galli** to close the public hearing.

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

A **motion** was made by **Trustee Galli, seconded by Mayor Corby**, to approve the adoption of proposed local law #2, a law to amend §168-6A and § 168-12, to change the distance requirement in those sections from 10 feet to 18 inches from a property line abutting a public right of way.

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

MEMBER ITEMS

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- Mayor Corby met with economic development committee representatives Bob Michaels, Pamela Hines, and Shirley Joseph. They are hosting a meeting on March 8, 2011 to launch and promote an economic development plan. Mayor Corby said he has a draft proposal of the plan and will provide a copy to the Trustees.
- The Clerk was notified that the Small Business Jobs Act of 2010 authorizes public employer sponsored deferred compensation plans to permit participants to make Roth post tax contributions. Board members said that as long as there is no cost to the Village, they have no objection to offering this benefit. The Clerk will check with the Village representative from the New York State Deferred Compensation Plan to verify that there will not be a cost to the Village.

EXECUTIVE SESSION

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

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

A **motion** was made by **Trustee Pierson, seconded by Mayor Corby**, to leave executive session and reenter the regular session of the meeting.

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

EMPLOYEE FALL

A part-time village employee tripped and fell on the sidewalk at a place where it had heaved up as a result of frost. The employee's glasses and cell phone were destroyed in the fall. Board members agreed to consider a reimbursement once a claim has been submitted.

ADJOURNMENT

There being no further business, Mayor Corby adjourned the meeting at 8:30 PM.

Anne Z. Hartsig, Recording Secretary