

PROCEEDINGS OF A MEETING OF THE VILLAGE BOARD OF TRUSTEES
March 22, 2011 – 7:10 PM

Present

Trustees: Paula Sherwood
Tim Galli
Trip Pierson
Treasurer: Mary Marowski
DPW: John Cufari
Building Inspector: Skip Bailey
Recording Secretary: Anne Hartsig
Absent: Mayor Robert Corby
Trustee Steve Maddox

Deputy Mayor Tim Galli called the meeting to order at 7:10 PM.

TREASURER’S REPORT – MARY MAROWSKI

The Treasurer presented vouchers listed on Abstract #014 of 2010/11 fiscal year for approval. A **motion** was made by **Trustee Galli, seconded by Sherwood**, to approve payment of vouchers listed on Abstract #014 in the amounts stated below and to charge them to the appropriate accounts.

Abstract #014 – 2010/11

General Fund (#478-#485, #487-#494, #496-#502):	\$ 7,353.07
Sewer Fund (#480, #486, #490, #495):	\$ <u>3,318.71</u>
Total vouchers for approval:	\$ 10,671.78

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

Other Business:

- Bank Balances were presented.
- Updated 2011/12 budget changes were presented.
- **Tentative Budget Public Hearing:** A **motion** was made by **Trustee Galli, seconded by Trustee Sherwood**, to hold a public hearing to discuss the proposed tentative budget for fiscal year 2011/12 on April 12, 2011 at 8:00 PM.
Vote: Galli – yes, Sherwood – yes, Pierson – yes. **Motion carried.**

RESIDENT CONCERN - WOODSMOKE IN THE VILLAGE

Village resident Nancy Hallowell, 12 Washington Avenue, addressed the Board regarding her concern with poor air quality in the area surrounding her village home due to chimney smoke from a wood burning stove. Ms. Hallowell stated that the stove in question is being used to heat an entire house. The emissions from the chimney have been acrid to the point where Ms. Hallowell is unable to stay in her home. She stated she has had several health related issues as a result of the wood smoke. She presented six pages of information regarding effects on health as a result of breathing wood smoke. In addition, she presented literature on newer wood stoves.

Code Enforcement Officer Skip Bailey said the stove has been inspected and there are no violations. He said that air quality officials from the Monroe County Health Department have been consulted and have found no violations of the health code.

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Ms. Hallowell requested that the Board consider passing a local law to ban wood smoke in the village. She believes a village setting is not as conducive to heating with wood as it would be in homes that are located in open areas that are greater distances apart.

Trustee Pierson stated that the Board might consider legislation. However, prior to any potential legislative change to the Village Code, members would require professional verification that the level of emissions and the air quality is detrimental to the environment. He said evidence would be needed from experts who have the capability of measuring the emissions when the stove is burning "full tilt". Trustee Pierson suggested that the DEC might have the ability to take measurements.

Ms. Hallowell responded that she thinks the Village Board should be more interested in air quality because air is essential for life. She said she is very disappointed in the Board's response to her concern. She thanked Board members for their time.

DPW REPORT – JOHN CUFARI

- Mr. Cufari was given permission by the Board to schedule injections for the village ash trees to help combat the disease caused by Emerald Ash Borer.
- Mr. Cufari told the Board that the blue spruce tree in the front yard of the Village Hall has "Tip Disease". He will obtain a quote for treatment of the tree.
- Members told Mr. Cufari to take equipment including the Kubota tractor, 5 hand mowers, an upright floor grinder, and an old engine to the auction in May.
- Mr. Cufari told the Board that the RG&E will be changing 94 street lights. There will not be a charge for the new lights.
- The Monroe County Health Department will be paying to clean up a house on Courtenay Circle. A dumpster will eventually be brought in. Until that time, The DPW will pick up and dispose of 3-4 bags of garbage per week.
- Trustee Pierson complimented Mr. Cufari on the condition of the Village as a result of raking and street sweeping. Members agreed that the village looks good.

BUILDING INSPECTOR'S REPORT – SKIP BAILEY

- Bank of America plans to install a handicap entrance on the north side of the building. The one currently in use does not comply.
- A large hazardous tree in front of 11 State Street has been removed.
- Owners of 18 Washington Road have submitted an APRB application regarding their unfinished porch.
- Dolce Cupcakery in Northfield Common submitted a drawing for a permanent sign.
- APRB members are attending a demonstration of window replacement options.
- The remodeling at Guys Pizza is 75% complete.
- ESL hopes to expand their hours. Due to the concerns of residents, they are preparing a traffic study to submit to the Planning Board to support their request.
- An architect is preparing plans to submit to the APRB for a proposed bakery and restaurant at 5 State Street.

Members noted that paper is covering the windows at the former Great Northern Pizza building. Mr. Bailey said it is not a violation. However, he will talk to a representative from Bruegger's, who is leasing that building.

Trustee Sherwood said that banners at Label 7, Naples Creek, Blackwood, and Soho's are in violation of the code.

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Superintendent Cufari said he moved several “lawn mowing service” signs from the village right of way. He talked to the owner and told them to call Mr. Bailey to discuss where to place the signs. Trustee Galli asked Mr. Bailey to confirm the conversation he has with the sign owner in writing.

TEMPORARY EVENT SIGN REQUESTS

St. Louis School Open House: Members reviewed a request to place temporary event signs in the village to advertise a school Open House event to be held on Thursday, April 7th, 2011. A **motion** was made by **Trustee Galli, seconded by Trustee Pierson**, to approve the request for signs as follows:

- one sign may be installed on the southeast corner of the Four Corners,
- one sign may be installed at the intersection of South Street and Route 31,
- signs may be erected on March 30, 2011 and removed on April 6th, 2011.

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

Friends of Pittsford Library Semi Annual Book Sale: Members reviewed a request to place temporary event signs and a temporary banner in the village to advertise the library’s semi-annual book sale. A **motion** was made by **Trustee Galli, seconded by Trustee Sherwood** to approve the request as follows:

- Pursuant to Village Code §168-12 A. (1) (d): One banner may be located across the front entrance of the library for a period of 16 days beginning April 17th and ending May 2nd.
- Pursuant to Village Code §168-12 A. (2): One sign may be installed on the northeast corner of the Four Corners from April 22nd until May 1, 2011.
- Pursuant to Village Code §168-12 A. (2): One sign may be installed on the southwest corner of Jefferson Road and South Main Street from April 22nd until May 1st, 2011.
- The above listed banner and 2 A-frame signs are the only approved signs for the advertisement of the semi- annual book sale. No other auxiliary signs are permitted.

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

NON MUNICIPAL USE PERMIT REQUEST – TOWN OF PITTSFORD

The Village Board received a request for a non-municipal use permit from the Town of Pittsford for the Memorial Day Parade, which will be held on Monday, May 30th, 2011, and for Candlelight Night which is scheduled for December 6, 2011. Members discussed the request and noted that in past years, the Candlelight Night event has taken place as a result of the combined efforts of the Town, Village, merchants, and the Pittsford Chamber of Commerce. The Pittsford Chamber has applied for and been issued a non-municipal use permit from the Village for this event and has provided the required insurance certificate.

A **motion** was made by **Trustee Pierson, seconded by Trustee Sherwood** to approve the request for a non municipal use permit for the Memorial Day Parade as follows:

- In conformance with the advice of our insurer, the Village Board requires a copy of the Town’s Certificate of Insurance naming the Village of Pittsford as additional insured for the 2011 Memorial Day Parade event,
- the insurance certificate must reflect a \$1,000,000 single limit of liability for bodily injury and property damage,
- the certificate must be current and on file in the Office of the Village Clerk prior to the Memorial Day Parade.

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

ECONOMIC DEVELOPMENT MEETING

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Trustee Sherwood reported that she and Mayor Corby attended an economic development meeting on March 15th at the library. She said that the meeting was very well organized and that approximately thirty people attended the meeting. Attendees included realtors, government representatives, landlords, village merchants, and representatives from the Pittsford Chamber of Commerce. Those in attendance took a positive look at what can be done in the village to promote business. Trustee Sherwood reported that the next meeting of the economic development group will be held on April 15th.

GIS COLLABORATIVE AGREEMENT

The Village Clerk was instructed to pursue obtaining information about the collaborative agreement with the Town of Pittsford (Paul Schenkel) regarding the use of the Town's GIS systems. Trustee Pierson said it is important to take advantage of the technology that GIS can offer. Trustee Galli stated that it is also important to understand the various GIS applications as they relate to the Village.

AMENDING THE COMPREHENSIVE PLAN

Members continued a prior discussion about amending the Comprehensive Plan by including the Speed Hump Policy that was adopted in December of 2010, the Pedestrian Safety –Traffic Calming Plan of 2005, the Town and Village Erie Canal Master Plan dated June 30, 2010 and the Complete Streets Policy that was adopted on March 6, 2011. A **motion** was made **by Trustee Galli, seconded by Trustee Sherwood**, to hold a public hearing on June 14, 2011 to consider amending the Village's 2002 Comprehensive Master Plan known as "A Destination for the Ages" by incorporating the various policies listed above.

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

The Clerk will prepare SEQR documents to be reviewed at the April 12th meeting.

VILLAGE AS AN ASSESSING UNIT

Trustee Galli has been researching the option of the termination of the Village's status as an assessing unit. He has reported his findings to the Board members. Therefore, the following resolution was presented and voted upon.

Resolution #3 of 2011

Whereas, the Village Board is considering the termination of the Village's status as an assessing unit for village real property tax purposes and instead, to opt to levy its tax on a portion of the Town roll prepared for it and;

Whereas, Trustee Galli has reviewed and discussed this option with Town Supervisor William Carpenter, Village Assessor Stephen Robson, Village Clerk Anne Hartsig, and Village Treasurer, Mary Marowski and;

Whereas, the Village of Pittsford is the only one of the ten Monroe County villages to remain an assessing unit and;

Whereas, the New York State Office of Real Property Tax Services is encouraging villages to take this action as a means of eliminating duplicate functions and expenses and;

Now Therefore Be It Resolved that in accordance with the provisions of subdivision 2 of Section 1402 of the Real Property Tax Law, the Village Board will schedule a Public Hearing on

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April 12, 2011, to consider the adoption of a local law relating to the termination of the Village's status as an assessing unit for village real property tax purposes.

A **motion** was made by **Trustee Galli**, seconded by **Trustee Sherwood**, to adopt Resolution #3 of 2011 as written.

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

CONFERENCE REQUEST

The Village Clerk requested permission to attend the Annual PERMA training meeting on May 26th and 27th. Board members approved this request.

ROLE OF THE BOARD OF TRUSTEES LIAISON

In anticipation of the upcoming Organizational Meeting, Trustee Galli introduced the topic of the role of a Board of Trustees liaison. Trustee Sherwood gave the history of trustees as liaisons. Members shared their impression of what should or should not be involved in a liaison designation. They concluded that there are different expectations depending on liaison assignments. Therefore, members decided that a discussion should take place at the Organizational Meeting. The Clerk will schedule a special meeting in which the 2011/12 Organizational Meeting will be held.

MEMBER ITEMS

Driving policy: Members discussed issues related to driving personal vehicles for village business, cell phone usage, and reimbursement for mileage. Questions arose about whether or not the Village has a driving policy. The Clerk will verify that there is currently no written policy.

21 Lincoln Avenue: A subdivision request made by the owner of this property was denied by the Planning Board. Subsequently, Mayor Corby and Skip Bailey met with the owner to inform him of the steps involved in applying for a use variance. There has been no further application by the owner.

Rental Properties: Trustee Sherwood stated her concern about the increasing number of rental properties vs. the number of owner occupied homes within the village. She said it is a concern because the shift could change the dynamics of the village community. She stated that on her street there are thirteen properties that are no longer owner occupied properties. She said that members of Historic Pittsford have similar concerns. She and Mayor Corby have formed a subcommittee regarding this issue.

MINUTES

March 8, 2011: A **motion** was made by **Trustee Galli**, seconded by **Trustee Sherwood** to approve these minutes as amended.

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

ADJOURNMENT

There being no further business, Deputy Mayor Galli adjourned the meeting at 9:15 PM.

Anne Z. Hartsig, Recording Secretary

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