

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

Present

Mayor: Robert C. Corby
Trustees: Paula Sherwood
Tim Galli
Trip Pierson
Lorie Boehlert
Attorney: Jeffrey Turner
Treasurer: Mary Marowski
DPW Superintendent: John Cufari
Recording Secretary: Anne Hartsig

Mayor Corby called the meeting to order at 7:10 PM.

TREASURER’S REPORT – MARY MAROWSKI

Vouchers for Approval: The Treasurer presented vouchers listed on Abstract #1 of the 2011/12 fiscal year for approval. A **motion** was made by **Trustee Galli, seconded by Mayor Corby**, to approve payment of vouchers listed on Abstract #1 in the amounts stated below and to charge them to the appropriate accounts.

Abstract #1 – 2011/12

General Fund (#1 - #19):	\$ 40,421.49
Total vouchers for approval:	\$ 40,421.49

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

Other Business:

- The Village received a check for \$7,935.75 from Teitsworth, Inc. for proceeds from selling the DPW Kubota tractor and other equipment at an auction.
- The Treasurer presented an excel sheet with the mortgage tax breakdown from 2001/02 through June of 2011.
- Budget transfers were presented.
- A print-out of the revenue and expenditures as of May 31, 2011 was presented.
- The following resolution was voted on and passed:

Resolution #7 of 2011
Coastal Grant #C006861

Be it resolved that the Village has an on-going project: Coastal Grant Capital Project with total expenses budgeted at \$631,800. The village has been approved for a NYS DOS Grant of \$315,900 with matching local funds. On July 20, 2010, the Village entered into an agreement with the Town of Pittsford, whereby, the Town agrees to pay up to \$265,900 toward the local portion.

Be it further resolved that the Board hereby approves a budget amendment of \$50,000 to appropriate fund balance to transfer into the Coastal Grant Capital Project, the expected local portion of the Village of Pittsford. This budget amendment will be effective for the year ended May 31, 2012.

A **motion** was made by **Mayor Corby, seconded by Trustee Sherwood**, to approve the above appropriated fund balance budget amendment.

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

- The Board approved the purchase of a new umbrella for the Parking Monitor.
- Consultant fees: Funds have not yet been received from Mark IV to pay SRF and Steinmetz, consultants for the 75 Monroe Avenue project. Attorney Turner suggested that the Treasurer re-bill the developer. If the funds are not received, Attorney Turner will send a letter.

DPW REPORT – JOHN CUFARI

- The ash tree injection was done on June 6th. It was well attended and well organized. Injections should take place every two years following this initial treatment.
- The Board of Trustees approved the order of a skid steer. This purchase was previously discussed and agreed upon.
- Mr. Cufari has been finding personal garbage in one of the Village owned containers. He will attempt to find out the responsible person. In order to prosecute, proof or a witness is needed.
- Weekly activities have been taking longer due to the smaller number of crew members.
- The sidewalk in front of #17 South Main Street needs to be jacked up. Mr. Cufari will coordinate this repair with the Town.
- The crew has finished sweeping for the Town. Following brush pick-up, they will sweep the village.
- It was noted that the two trees in front of One North Main Street need to be replaced. It was also noted that the tree in the front yard at Village Hall appears to be dying.
- Complaints have been received about the new street signs. The majority of the Board members would like to replace them. However, they have already been purchased and Mr. Cufari has them in stock. He said embossed signs would be very expensive. Trustee Galli said he would like to know the options. Trustee Boehlert agreed to research street signs.
- The signs at the entrances to the village are in need of refurbishing. Sign Language submitted a quote for approximately \$7000 to refurbish all of the signs. It would be more expensive to refurbish two or three at a time. Trustee Galli said that if this expense is in the budget, the Board should move forward with the project. If not, this expense should be put in the budget next fiscal year.
- Trustee Galli mentioned that there is a depression in the sidewalk in front of 8 State Street. It should be fixed before someone trips. Mr. Cufari said he believes it is caused by a clean-out for their sewer. If that is the case, the property owner should fix it. Trustee Pierson suggested that Skip Bailey check it out.
- It was mentioned that the flowers planted by Claudia Groenevelt at the east entrance sign on State Street, look very nice.

NON MUNICIPAL USE PERMIT REQUEST – ARTHRITIS FOUNDATION MARATHON

The Board received a request for a non-municipal use permit from the Upstate New York Chapter of the Arthritis Foundation to hold the MVP Health Care Rochester Marathon event scheduled for Sunday, September 18, 2011 on the canal path along Schoen Place as indicated in an informational letter received and date stamped May 25, 2011. A **motion** was made **by Trustee Sherwood, seconded by Mayor Corby**, to approve this request with the understanding that all safety measures included in the request letter will take place, with the condition that prior to the event, the Pittsford Fire Department and the Pittsford Volunteer Ambulance Corp will be notified, and with the condition that prior to the event, the USA Track & Field will provide the Village

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with a copy of a current Certificate of Insurance naming the Village of Pittsford as additional insured, which certificate shall reflect a \$1,000,000 single limit of liability for bodily injury and property damage, as well as an actual endorsement that includes the policy number and sets forth the Village of Pittsford as additional insured.

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

EMPLOYEE HANDBOOK AMENDMENT

Board members discussed wording to amend section 204 Medical Insurance, of the employee handbook. The Clerk will make the changes that were decided upon.

The Clerk was asked to contact HR One to investigate the cost for a review of the handbook. She will also survey the other villages regarding policies for cell phone use.

E&L SOLUTIONS FOLLOW-UP

Paul Lytle submitted a proposal for services for facilitator and environmental support regarding the 75 Monroe Avenue project. The proposal was discussed at the April 26th meeting of the Board of Trustees. Following that meeting, Mr. Lytle submitted a revised proposal that the Board of Trustees reviewed and discussed. The Board made some changes to the proposal.

Members decided that Mayor Corby would send the document back to Mr. Lytle with the changes and would ask Mr. Lytle to submit another revised document. At that time, Mayor Corby will send the revised document to the applicant.

COMPREHENSIVE PLAN AMENDMENTS

At a meeting held in March, 2011, the Board agreed to amend the 2002 Comprehensive Plan. It was determined that a coordinated review of the environmental issues raised by this undertaking was appropriate under the SEQR regulations. Therefore, in April, the Village Clerk mailed letters to interested and involved agencies expressing the Board's intention to act as lead agency. The thirty day comment period expired. Some comments were received. There were no objections to the Village Board acting as lead agency. Therefore, a **motion** was made **by Mayor Corby, seconded by Trustee Sherwood** to act as lead agency for this project under the SEQR regulations.

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

A **motion** was made **by Mayor Corby, seconded by Trustee Galli**, to hold a public hearing on June 28th to consider amending the Village's 2002 Comprehensive Plan.

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

The Village Clerk will fill out a development referral form and mail it and the four amendments to the Monroe County Planning Department.

46 SOUTH MAIN STREET – RESIDENT CONCERN

46 South Main Street was purchased by St. Louis Church. A resident sent photos and an email expressing displeasure at the way the exterior of this home is kept. It appears from the photos that the property is being used for storage of goods collected for Saint's Place, a charity which provides functional home furnishings and clothing to refugees. Mayor Corby will call Colleen Knauf to ask that this property be cleaned up.

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Members decided that two of the Trustees will meet with the new Priest to introduce themselves and to have a conversation about some of the concerns.

COMMERCIAL PARKING IN RESIDENTIAL AREAS

Mayor Corby suggested that zoning regarding parking be amended to include street parking only for any new commercial uses. Attorney Turner will look into this.

21 LINCOLN AVENUE

Mayor Corby mentioned that Rabbi Hein has discussed purchasing 21 Lincoln Avenue. He is considering using the downstairs as a temple. This would not conflict with the Sunday services of other local churches. This change in use would require approval from the Planning Board.

C#006861 GRANT – CONTRACTS FOR PROFESSIONAL SERVICES

Resolution #6 of 2011 – Approval of Professional Service Contracts

Be It Resolved, on a motion made by Trustee Sherwood, seconded by Trustee Boehlert, that the contracts hereby presented for professional services to be provided by Engineer Scott Harter, and professional services to be provided by McCord Landscape Architecture, for purposes of completing DOS grant project #C006861 which will encompass improvements along Schoen Place and within the Port of Pittsford Park, be approved and;

Be It Further Resolved, that Mayor Corby is authorized to sign those contracts on behalf of the Village of Pittsford.

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

ISO BUILDING CODE EFFECTIVENESS GRADING PROGRAM

Mayor Corby stated that he has spoken with an ISO representative about the pending regression of the Village's building code effectiveness classification. The Village has a one year time frame to correct information that was submitted and to present proof that changes have been made. Mayor Corby will begin work on this.

FLEXIBLE SPENDING PLAN AMENDMENT

Attorney Turner reviewed the new flexible spending plan agreement and compared it with the last agreement. He said there are no significant changes to the document. He was comfortable with moving towards adopting the new plan.

Resolution #8 of 2011

Approval of Flexible Spending Plan Amendment of 2011

Whereas; Village Attorney Jeffrey Turner reviewed the EBS-REMSCO Flexible Spending Plan Amendment and found it to be acceptable,

Now Therefore Be It Resolved in a motion made by Trustee Pierson, seconded by Trustee Boehlert, that the Board of Trustees approves adoption of the new plan agreement and authorizes Mayor Corby to sign the agreement.

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

MEMBER ITEMS

5 State Street: Mayor Corby noted that new stamped drawings that have been reviewed and approved are required now that the building collapsed. He has spoken to the owner, Charles

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Fitzsimmons. Mayor Corby is unsure whether the old footings are up to Code. Trustee Pierson will discuss this with the Building Inspector.

Removal of Pavement on Jefferson Road: The permit to remove asphalt on Jefferson Road has expired. Mayor Corby would like to resubmit the application for the permit. The expense to the Village will be for top soil and grass seed. Mayor Corby will talk to Superintendent Cufari to ask him to resubmit the permit application.

Village Hall Roof: Mayor Corby received two more quotes to repair the roof on the Village Hall. He will send those quotes to the other Board members.

Chase Bank: Mayor Corby noted that bank representatives have removed trees that were planted between the sidewalk and the street along South Street by Chase Bank. The trees were replaced with potted plants. Mayor Corby would like to see the original site plan for that building because he believes that trees were part of the approval. The records clerk will be asked to locate the original plans.

Flag Pole: Trustee Boehlert researched fiberglass and aluminum flag poles. Following discussion, a **motion** was made **by Mayor Corby, seconded by Trustee Sherwood** to authorize Trustee Boehlert to order an aluminum flagpole for an approximate cost of \$1800.

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

EXECUTIVE SESSION

A **motion** was made **by Trustee Sherwood, seconded by Trustee Boehlert**, to enter executive session to discuss the employment history of a specific employee.

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

Having taken no action, a **motion** was made **by Trustee Boehlert, seconded by Trustee Pierson**, to leave executive session and resume the regular session of the meeting.

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

MINUTES

May 10, 2011 – A **motion** was made **by Trustee Sherwood, seconded by Mayor Corby** to approve these minutes as amended.

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

May 12, 2011: - A **motion** was made **by Mayor Corby, seconded by Trustee Sherwood** to approve these minutes as amended.

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

ADJOURNMENT

There being no further business, Mayor Corby adjourned the meeting at 10:30 PM.

Anne Z. Hartsig, Recording Secretary