

**PROCEEDINGS OF A MEETING OF THE VILLAGE BOARD OF TRUSTEES  
February 14, 2012 – 7:00 PM**

**Present**

**Mayor:** Robert C. Corby  
**Trustees:** Paula Sherwood  
Lorie Boehlert  
Trip Pierson  
Tim Galli  
**Treasurer:** Mary Marowski  
**DPW Acting Superintendent:** Doug Yaeger  
**Recording Secretary:** Anne Hartsig

**CALL TO ORDER**

**Mayor Corby made a motion, seconded by Trustee Sherwood** to call the meeting to order at 7:00 P.M.

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

**TREASURER’S REPORT – MARY MAROWSKI**

The Treasurer presented vouchers listed on Abstract #013 of 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 #013, with the exception of voucher 456, in the amounts stated below and to charge them to the appropriate accounts.

**Abstract #012 – 2011/12**

General Fund (#441-#455, #457-#474):	\$10,860.22
Sewer Fund (#465)	<u>\$ 44.15</u>
<b>Total vouchers for approval:</b>	<b>\$10,904.37</b>

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

**Bank Balances** were submitted for informational purposes.

**Other business:**

- The next budget meeting is scheduled for 2/23/12 from 5-7 PM.
- The 2011/12 fiscal year budget status was presented for informational purposes.
- Village radios and the new FCC regulations will be discussed at the next meeting.
- A quote to set up a VPN (Virtual Private Network) has been received from Integrated Systems. Additional insurance should be investigated. The oldest computer in the office will be replaced and it will be moved to the highway garage. The appropriate firewalls and virus protection will be reviewed at the time of installation.
- A quote for remote data back-up from Integrated Systems has been received. A contract agreement for that service has not been signed. This topic will be discussed at the next budget meeting.
- The Board is awaiting a quote from Victor Liberator Time Systems regarding the Village’s accrual programming needs.

**DPW REPORT – DOUG YAEGER**

Mr. Yaeger reported on the following issues:

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- GIS maps are being compiled showing village streetlights, and sidewalks.
- Four streetlights in the Burdett Parking lot belong to the Village. Two of them are burned out. The streetlight at 63 State Street was damaged in a hit and run accident. Livingston Lighting will submit a quote to replace that pole.
- The DPW has been repairing/refurbishing six of the benches from the business district. If time permits, the DPW will look at and repair benches in other areas of the village.
- The DPW cleaned what was visible from the road at 12 East Jefferson Road. The property owner will be billed.
- The sweeper truck has been repaired. When the weather permits, the truck will be sent out to sweep.
- Mr. Yaeger is gathering pricing for consideration regarding the replacement of one of the trucks.
- Mr. Yaeger will set up a meeting with a student who is interested in doing an internship involving environmental issues. The student may be able to help with the stormwater plans that will be written. Mayor Corby would like to be included in that meeting.
- DPW members are refurbishing the garbage can holders from along the towpath.
- Mayor Corby said that box elders and Norway maple saplings are growing in with the roses along the towpath. They need to be pulled out.
- The Speed Sentry will be used when the weather permits. The crew is building a stand for it. It will be hung from a street sign when practical.
- Due to the mild winter, brush pick up has continued.
- Equipment is being serviced so it will be ready for spring.
- Mr. Yaeger suggested that a rating system be developed for road maintenance. He suggested that street repairs and sidewalk repairs take place in alternate years. Board members were in favor a developing a plan. Mr. Yaeger will continue to work on it.
- Mr. Yaeger forwarded the Ferranti drawing for the Elmbrook and Eastview Terrace intersection to Monroe County. The Village has to verify that stop lines and signage comply with the NYS Vehicle and Traffic laws. Members would like to have this project scheduled for the spring.
- Board members discussed lawn damage from the plow that is on the John Deere tractor. Mr. Yaeger said lawns will be repaired. He described the way V-plow blades work and their limitations when snow becomes deeper.

**NON-MUNICIPAL USE PERMIT - RELAY FOR LIFE**

Timmy Cooper, a senior at Sutherland High School, along with seven participating students and two cancer survivors, described the planned Relay for Life event that will be held on July 14<sup>th</sup> at the Sutherland High School track. The students were attending the meeting to request a non-municipal use permit to hold the event. They asked to place sandwich signs in the village on the Friday before the event. They would also like to place purple bows on street lights, planters, and benches. Those would be removed on July 15<sup>th</sup>. Their intention is to ask village merchants to place purple flyers in their windows starting July 7<sup>th</sup>. Mr. Cooper said the students will go door to door during April break to notify neighbors in the area to explain the event and allay any concerns they may have regarding noise, traffic or disruption. He emphasized that the group will be especially conscious of the volume of the music during the event.

A **motion** was made by **Mayor Corby**, **seconded by Trustee Pierson**, to approve the request for a non-municipal use permit to hold the Relay for Life event at the Sutherland High School track from July 14<sup>th</sup> to July 15<sup>th</sup> noting the following:

- Students will be allowed to place sandwich board signs in the village at locations to be determined by the Village Board,

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- Students will be allowed to place purple bows on street lights, planters and benches with assistance and direction from Trustee Sherwood,
- Students will be asking merchants to display purple flyers in their windows to help promote the event,
- Students will visit neighbors in the surrounding area over the April school break to explain the event and to discuss any concerns with them,
- Students will be conscious of the noise level during the event.

Conditions of this approval are as follows:

1. Prior to the event, students will contact the Monroe County Sheriff's Office, the Pittsford Fire Department and the Pittsford Volunteer Ambulance so that those organizations are made aware that the event will be taking place,
2. Prior to the event, insurance certificates must be submitted to the Village Clerk as follows:
  - a copy of a Certificate of Liability Insurance naming the Village of Pittsford as additional insured for this event **on a primary and noncontributory basis** (must include those words) must be submitted. It must reflect a \$1,000,000 single limit of liability for bodily injury and property damage.
  - A copy of the actual endorsement of the insurance policy must be submitted. The endorsement document must list the policy number and set forth the Village of Pittsford as an additional named insured. The endorsement does not need the words "on a primary and noncontributory basis".
  - These certificates must be current and on file in the Office of the Village Clerk prior to the event.

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

#### **NON-MUNICIPAL USE PERMIT – CORN HILL NAVIGATION**

Vicki Schmitt, President of Corn Hill Navigation, appeared before the Board to request a non-municipal use permit to dock *Sam Patch* on Schoen Place for the 2012 boating season. Ms. Schmitt thanked the Board for supporting Corn Hill Navigation during its 20<sup>th</sup> Anniversary year and in its efforts to promote the historic Erie Canal. The on going desire for electricity, showers, toilets, and laundry facilities on the Schoen Place side of the canal was discussed. Ms. Schmitt said she would be willing to work with the Village to secure grant funding for these amenities.

A **motion** was made **by Mayor Corby, seconded by Trustee Pierson** to authorize a non-municipal use permit for Corn Hill Navigation to dock *Sam Patch* in the village at the dock on Schoen Place for the 2012 boating season with the following conditions:

1. Corn Hill Navigation will attempt to coordinate signage with Ted Collins to direct customers to parking areas.
2. The landscaping around the ticket pavilion will be improved and maintained in a tidy fashion by Corn Hill Navigation personnel and ARC throughout the boating season, including elimination of weeds and litter.
3. Village trash receptacles will not be used for trash, food waste, recycle waste, or other debris generated by the *Sam Patch* boating operation.
4. Customers will be informed by phone about designated parking areas for *Sam Patch* tours to avoid conflicts with merchants in the area.
5. Trash and recycling waste will be removed from the site daily and will not be left overnight on Village or Canal Corporation property.

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6. Chains may not be used to moor the Sam Patch to Village owned wooden bollards unless they are covered in some manner to protect the bollards.
7. Prior to the start of the season, insurance certificates must be submitted to the Village Clerk as follows:
  - A copy of a Certificate of Liability Insurance naming the Village of Pittsford as additional insured for the season **on a primary and noncontributory basis** (must include those words) must be submitted. It must reflect a \$1,000,000 single limit of liability for bodily injury and property damage.
  - A copy of the actual endorsement of the insurance policy must be submitted. The endorsement document must list the policy number and set forth the Village of Pittsford as an additional named insured. The endorsement does not need the words “on a primary and noncontributory basis”.
  - These certificates must be current and on file in the Office of the Village Clerk prior to docking the boat on Schoen Place.

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

Corn Hill Navigation is required to apply to the Village Zoning Board to request a Temporary Zoning Permit. A **motion** was made **by Mayor Corby, seconded by Trustee Sherwood** to waive the application fee for a Temporary Zoning Permit on the basis that Corn Hill Navigation is a not for profit organization and it performs a public purpose of promoting the canal and tourism in Pittsford and our waterfront as a regional destination.

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

#### **NON-MUNICIPAL USE PERMIT – MEMORIAL DAY PARADE**

A **motion** was made **by Mayor Corby, seconded by Trustee Pierson** to issue a non-municipal use permit to the Town of Pittsford to hold the Memorial Day Parade on village streets on May 28, 2012 at 10:00 AM with the following condition:

1. Prior to May 28, 2012, insurance certificates must be submitted to the Village Clerk as follows:
  - a copy of a Certificate of Liability Insurance naming the Village of Pittsford as additional insured for this event **on a primary and noncontributory basis** (must include those words) must be submitted. It must reflect a \$1,000,000 single limit of liability for bodily injury and property damage.
  - A copy of the actual endorsement of the insurance policy must be submitted. The endorsement document must list the policy number and set forth the Village of Pittsford as an additional named insured. The endorsement does not need the words “on a primary and noncontributory basis”.
  - These certificates must be current and on file in the Office of the Village Clerk prior to May 28, 2012.

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

Board members discussed the Town’s request to place event signs at the Four Corners for the events listed on the schedule that was received in the Village Office on January 23<sup>rd</sup>. Members agreed that Town event signs may be placed on the northeast (clock) corner and the southwest (Tess and Carlos) corner of the Four Corners.

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**MINUTES**

**1/24/12:** A **motion** was made by **Trustee Galli, seconded by Mayor Corby**, to approve these minutes as amended.

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

**EXECUTIVE SESSION**

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

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

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

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

**SALARY ADJUSTMENT**

A **motion** was made by **Mayor Corby, seconded by Trustee Boehlert**, to increase the hourly wage of the Acting Superintendent of Public Works by \$2.50 per hour retroactive to February 1<sup>st</sup>, 2012.

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

**MEMBER ITEMS**

- Members discussed a moratorium on applications in the R-5 district that was considered at a public hearing on 5/31/11. The public hearing was opened and closed. The vote on that issue was tabled. Mayor Corby will consult with Attorney Karl Essler for direction.
- Mayor Corby informed the Board of a SEQR meeting that will be scheduled with Art Ientilucci, Paul Lytle, and village representatives to discuss the SEQR process for the proposed project at 75 Monroe Avenue.
- Mayor Corby reported that Chris DiMarzo and Roger Brown have requested a meeting with two members of the Board of Trustees to continue discussion about the proposed project at 75 Monroe Avenue. Trustee Sherwood recommended that due to the potential impact of this project, all members should be present if this meeting takes place.
- Trustee Galli complimented Chairperson Remegia Mitchell on her leadership as Chairperson at the special PZBA meeting held on February 13<sup>th</sup>.
- The DEC has approved the site mitigation plan for remediation at 75 Monroe Avenue.

**ADJOURNMENT**

A **motion** was made by **Mayor Corby, seconded by Trustee Boehlert**, to adjourn the meeting at 9:41 PM.

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

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Anne Z. Hartsig, Recording Secretary

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