

PROCEEDINGS OF A MEETING OF THE VILLAGE BOARD OF TRUSTEES
June 26, 2012 – 7:00 PM

Present

Mayor: Robert Corby
Trustees: Trip Pierson
Lorie Boehlert
Paula Sherwood
Absent: Tim Galli
Treasurer: Mary Marowski
Building Inspector: Skip Bailey
Recording Secretary: Anne Hartsig

CALL TO ORDER

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

TREASURER’S REPORT – MARY MAROWSKI

Ms. Marowski presented vouchers listed on Abstract #003 of 2012/13 fiscal year for approval. A **motion** was made by **Mayor Corby, seconded by Trustee Pierson**, to approve payment of vouchers listed on Abstract #003 subject to review by Mayor Corby. The approved vouchers will be charged to the appropriate accounts.

Abstract #003 – 2012/13

General Fund (#39-#62, #64-#68):	\$27, 470.01
Sewer Fund (#47, #63):	\$ 203.99
Grant #C006861 (#62)	<u>\$13, 628.37</u>
Total vouchers for approval:	\$41, 302.37

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

Bank Balances were reported.

Budget Transfers: A **motion** was made by **Mayor Corby, seconded by Trustee Boehlert**, to approve budget transfers identified in the Treasurer’s report as Budget Transfers 2011-12b, as presented.

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

Accountant/Comptroller Recommendation: The Treasurer reported that the Village’s accountant as well as the State Comptroller’s office recommends that one of the Village’s computers be designated and used strictly for banking purposes only as a security measure. Ms. Marowski will obtain quotes for a computer and will get more specific information about this recommendation.

BUILDING INSPECTOR’S REPORT – SKIP BAILEY

- There are additions and renovations taking place at 3&4 Elmbrook Drive. Renovations at 11 Elmbrook Drive are complete.
- There is an interior renovation planned for 20 North Main Street.
- DelMonte Lodge is planning changes to the exterior of the Erie Grill. The changes will require APRB approval.

Proceedings of a Meeting of the Village of Pittsford Board of Trustees
June 26, 2012

- Breathe Yoga has almost completed its expansion into the former Empire Paint space at 19 South Main Street.
- Renovations at 73 South Main Street are underway. The owner would like to move a barn and will need APRB approval.
- Mr. Bailey sent letters to all owners of non-compliant dumpsters. He reported that a few have complied.
- Renovations as a result of a fire at 12 Courtenay Circle have been completed.
- There was an accidental sprinkler discharge at Breathe Yoga, 19 South Main St.
- Without approval, a garage that is located in the Burdett Parking lot was sided with vinyl. The APRB will have to review this and decide if the garage is an historic structure and if this siding is appropriate.
- The Building Inspector was asked to draft language for the Code regarding the use of temporary storage containers called PODS. These containers are often used to store household furniture when renovations are taking place or in preparation for a move. Board members decided there should be a permit required, a time limit, and a fee.
- The owner of Fido's applied to the Planning Board for a front yard fence. Mr. Bailey asked the owner to remove the multiple illegal signs on the property but he has not done so. The Board instructed Mr. Bailey to issue a Notice and Order.
- The owner of the Great Northern Pizza building at 14 South Main Street has blocked off the parking lot.
- Guys Pizza, 18&20 South Main Street has an illegal sign. Board members asked Mr. Bailey to give the owner one week to remove the sign. If it is not removed, he was told to send a Notice and Order.
- The owner of 18 Washington Road has hired a contractor to complete his porch.
- The barn building on Schoen Place is in disrepair and is a safety concern. A letter was sent. There has been no response. The Building Inspector was told to issue a Notice and Order.

CODE OF ETHICS

A sample code of ethics was reviewed by Board Members. Mayor Corby made some revisions and will ask Linda Habeeb to incorporate them. The Board will review the draft after the changes have been made. They will consider adoption of this code.

PARKING REQUIREMENTS CODE REVISIONS

Board members were given sample parking requirements to review for discussion at the next meeting. These parking requirements refer to both residential and commercial.

PUBLIC FACILITIES

Robert Ament, owner of Jembetat Gallery on Schoen Place, addressed the Board of Trustees regarding the location of the seasonal port-o-potty. He said the number one thing the village needs is water and toilet facilities near the canal noting that for small children and others, the port-o-potty is located too far away from the stores. He suggested that it be placed near the Sam Patch kiosk. He further suggested that a ventilated wooden enclosure be built to surround it. With paint and landscaping, it would be more attractive than just the plain port-o-potty. Mayor Corby said the Board would have to consult with the port-o-potty company. Trustee Boehlert will obtain a quote for the construction cost. Members agreed that moving the port-o-potty and enclosing it would help make it more pleasing.

Proceedings of a Meeting of the Village of Pittsford Board of Trustees
June 26, 2012

SCHOEN PLACE PARKING

A commercial property owner complimented the Village on the many improvements being made along Schoen Place. He noted that these improvements would attract more and more people to visit Schoen Place. He noted that as a result of more people, more parking would be needed. He wondered when the Board would address the issue of inadequate parking spaces on Schoen Place. Board members discussed the issue. They concluded that there is adequate parking on the RG&E right of way. While those parking places may require visitors to walk a short distance to the shops and restaurants, it was stated that the distance is no greater than the distance people are required to walk when parking at the local malls. Often, people have to walk a similar distance when parking in a supermarket lot. Board members concurred that there is no location available in which to provide closer public parking.

MEMBER ITEMS

- Mayor Corby said he will be meeting with Steve Ferranti and Dave Goehring at the DOT on June 28th.
- Members discussed the size of the sewer pipes on Monroe Avenue. Engineer Scott Harter reported that the flow passes from a 12” diameter pipe to an 8” diameter pipe. Members also discussed the location of the siphons which are at Austin Park, Main Street and Monroe Avenue.
- Members reviewed a parking plan for 3750 Monroe Avenue.
- Members discussed flower bed maintenance that is needed including many village tree pits and a flower bed at the base of the grain tower on Schoen Place. Weeding and new mulch is needed.
- Mr. Yaeger is researching the bollards that are installed in front of 5 State Street. There is an area that was left in disrepair at the Bakery at 5 State Street. Mayor Corby said that the Bakery owner is required to fix it.
- Mayor Corby discussed trees. He said there is a pin oak tree in front of St. Paul’s Lutheran Church that needs iron. He said quotes are needed for treating the ash trees. Trees in the business district need fertilizer. Mayor Corby said the DPW would take on the care of the lawn and trees in front of the library.
- There will be another “I Love Pittsford Village” get together on June 29th at the home of a village resident.

TEMPORARY EVENT SIGN REQUEST

Pittsford Nursery School made a request to place two signs in the village for a period of time in July and August to advertise their openings in the Young K program. A **motion** was made by **Trustee Pierson, seconded by Trustee Boehlert**, to approve the request as follows:

For July:

- One sign on the southwest corner of the intersection of South Street and State Street (bank corner)
- One sign on the southeast corner of the Four Corners (Phoenix Building)
- Signs may be erected on July 16th and removed on July 23rd, 2012.

For August:

- One sign on the southwest corner of the intersection of South Street and State Street (bank corner)
- One sign on the southeast corner of the Four Corners (Phoenix Building)
- Signs may be erected on August 13th and removed on August 20, 2012.

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

Proceedings of a Meeting of the Village of Pittsford Board of Trustees
June 26, 2012

MINUTES

May 11, 2012: A **motion** was made by **Mayor Corby**, seconded by **Trustee Boehlert**, to approve these minutes as presented

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

June 12, 2012: A **motion** was made by **Mayor Corby**, seconded by **Trustee Boehlert**, to approve these minutes as presented

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

ADJOURNMENT

There being no further business, a **motion** was made by **Mayor Corby**, seconded by **Trustee Pierson**, to adjourn the meeting at 8:30 PM.

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

Anne Z. Hartsig, Recording Secretary