

**PROCEEDINGS OF A MEETING OF THE VILLAGE BOARD OF TRUSTEES**  
**July 24, 2012 – 7:00 PM**

**Present**

**Mayor:** Robert Corby  
**Trustees:** Trip Pierson – left at 8:15 PM  
Lorie Boehlert – arrived at 8:15 PM  
Paula Sherwood

**Absent:** Tim Galli  
**Building Inspector:** Skip Bailey  
**Recording Secretary:** Anne Hartsig

**CALL TO ORDER**

A **motion** was made by **Mayor Corby**, **seconded by Trustee Sherwood** to call the meeting to order at 7:00 PM.

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

**NONMUNICIPAL USE PERMIT – BLOCK PARTY**

Village resident Stacey Freed represented other village neighbors who would like to close the south end of Washington Avenue for a block party on August 22<sup>nd</sup> from 7-9 PM. August 23<sup>rd</sup> would be a rain date. There was a discussion about the use of alcohol. It was noted that the consumption of alcohol on Village streets is not permitted. If there is consumption of alcohol during this block party, it must take place on private property.

A **motion** was made by **Mayor Corby**, **seconded by Trustee Sherwood**, to approve the request submitted by Stacey Freed for a non-municipal use permit to hold a block party on August 22<sup>nd</sup>, rain date of August 23<sup>rd</sup>, at the south end of Washington Avenue with the following conditions:

- All neighbors on this street will be notified prior to the event.
- The noise level and music will be kept at a low volume during the event.
- The Monroe County Sheriff, Pittsford Fire Department, and Pittsford Ambulance will be notified in writing at least one week in advance of this event. The Fire Marshal, Kelly Cline, must also be notified.
- The street will be kept clear as much as possible to accommodate emergency vehicles and local traffic.
- Organizers of the event will be responsible for removing any trash or debris from the street and neighboring yards following the event.

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

**BUILDING INSPECTOR’S REPORT – SKIP BAILEY**

Mr. Bailey reported the following:

- Final notices were issued to Fido’s, Guys Pizza, Label 7, and Pittsford Bakery.
- Fido’s had a sidewalk sale. Mr. Bailey informed them the sale was not permitted. They discontinued the sale.
- Work on the porch at 18 Washington Road will begin during this week.
- The owner of 15, 58, and 50 State Street is working on correcting violations.
- Mr. Bailey enclosed a sample code section regarding the use of PODS. He will make some changes and resubmit a draft ordinance for review.
- Renovations are taking place at 3&4 Elmbrook Drive, 73 South Main Street and 1 Durham Way.
- The expansion at Breathe, 19 South Main Street, is complete.

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Other issues that were discussed were:

- an illegal A-frame sign at the Coco Bean Shoppe
- paper in the windows at Tess and Carlos
- unsafe conditions at Powers buildings on Schoen Place for which an appearance ticket will be issued
- landscaping issues on State Street properties and the need for site plan approval at Chase Bank
- Exterior changes at the Erie Grill
- Directional sign request from Messner's Carpeting on Monroe Avenue
- Pittsford Bakery landscaping repairs

**PARKING REQUIREMENTS – CODE REVISIONS**

Mayor Corby drafted a purpose statement and a definition for off street parking to add to the current Code. Attorney Turner will review the parking sections for the R, R-2, and R-3 and will prepare a final draft for the August meeting.

**REQUEST FOR NON-MUNICIPAL USE PERMIT**

The Village Board received a request for a non-municipal use permit to hold a breast cancer walk on Sunday, September 23<sup>rd</sup> on various village streets. Representatives described the event and some changes that have been planned for this year. This year organizers plan to provide music, a photo booth, and allow dogs to walk the route with their human companions.

A **motion** was made by **Mayor Corby, seconded by Trustee Sherwood**, to approve the request for a non-municipal use permit for a breast cancer walk to be held on September 23, 2012 on various village streets with the following conditions:

1. The applicant is required to provide the Village with a copy of a Certificate of Liability Insurance naming the Village of Pittsford as additional insured on a primary and noncontributory basis. It must reflect a \$1,000,000 single limit of liability for bodily injury and property damage. The applicant is also required to submit a copy of the actual endorsement of the insurance policy. The endorsement document must list the policy number and set forth the Village of Pittsford as an additional named insured. These certificates must be current and on file in the Office of the Village Clerk prior to the event.
2. The group will not be taking any additional parking from the businesses in the village.
3. The applicant has agreed to have a volunteer crossing guard to help walkers cross to Lincoln Avenue. Residents on Lincoln Avenue will be notified in advance that the walk will be taking place.
4. There will be a crossing guard at the intersection of Main Street and Monroe Avenue.
5. The applicant must contact St. Paul's Lutheran Church to see if they desire the posting of a "quiet zone" as the group passes in the vicinity of the Church.
6. The applicant must notify the Monroe County Sheriff's Office, the Pittsford Fire Department, and the Pittsford Volunteer Ambulance in writing prior to the event. They must also notify Fire Marshal Kelly Cline in writing in advance of the event.
7. Volunteers will pick up any litter that may be left by the walkers.
8. The applicant will obtain all required permits from the Town of Pittsford prior to the event.

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

The Board granted permission for the organizers to mark the route of the walk with pink paw prints drawn with chalk. Members noted that signs advertising the event may be placed on private property with permission of the owners.

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**CODE OF ETHICS**

A draft Code of Ethics was discussed. Mayor Corby will make further revisions upon the advice of the Village Attorney. The next draft will be reviewed at the August meeting.

**EASEMENT DISCUSSION**

Attorney Turner explained easement agreements with the owners of the DelMonte property. He said the Village is required to maintain the area of the easement. Mr. Turner also explained that the RG&E granted an easement to the Village that is not transferrable.

**EXECUTIVE SESSION**

A **motion** was made by **Trustee Sherwood, seconded by Mayor Corby** to enter executive session to discuss a confidential matter with the Village Attorney.

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

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

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

**TREASURER’S REPORT – ANNE HARTSIG**

In the absence of Treasurer Mary Marowski, the Village Clerk presented a list of vouchers for approval. The list included total payments of \$46, 101.74. Vouchers were reviewed in advance by Trustee Galli. A **motion** was made by **Trustee Sherwood, seconded by Mayor Corby**, to approve payment of bills indicated on the vouchers list presented to the Board of Trustees in the amount of \$46,101.74. The approved vouchers will be charged to the appropriate accounts.

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

**Bank Balances** as of July 24, 2012 were presented.

Trustee Pierson left at 8:15 PM.

Trustee Boehlert arrived at 8:15 PM.

The status of **tax collection and sewer collections** as of July 23<sup>rd</sup> was reported.

**REQUEST FOR BROCHURE HOLDERS**

A Village resident requested that the Village Board ask the Town about placing village brochure holders near the sign at Port of Pittsford Park. Mayor Corby said he would discuss this with the Town Supervisor.

**NYPIRG REQUEST TO CANVASS**

The Board of Trustees received a request to canvass from members of NYPIRG, the New York Public Interest Research Group, between July 26 and August 25<sup>th</sup>. A **motion** was made by **Trustee Sherwood, seconded by Mayor Corby**, to approve this request with the condition that there is no canvassing during the dinner hour or on Sunday.

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

**PROCUREMENT POLICY REVIEW**

Mayor Corby suggested that this topic be tabled until Trustee Galli is present to join in the discussion.

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**NYCOM SEMINAR ON VACANT PROPERTIES**

NYCOM is presenting a seminar in Rochester on August 16<sup>th</sup> regarding Code Enforcement and ways to deal with vacant, neglected, and abandoned properties. Trustee Boehlert will discuss this with the Code Enforcement Office to see if he would like to attend with her.

**VILLAGE LANDSCAPING**

Trustee Sherwood and Mayor Corby looked at the landscaping around the Village Hall and determined that it is in need of restoration. Some plantings are overgrown and will be removed and replaced with new shrubs in the fall. It was noted that the PGA Tournament will be held in Pittsford next year so it is especially important to have the grounds looking nice. Trustee Sherwood suggested that the Board increase the number of flower baskets next year.

**MEMBER ITEMS**

- **Portable Toilets:** Trustee Boehlert drew up plans for an enclosure to surround the portable toilet on Schoen Place. She estimated the cost would be approximately \$2,000.00. Mayor Corby will contact the Canal Corporation to inquire about any permits that may be required to have the toilet placed next to the towpath.
- **Stenographer:** The Village Clerk requested a stenographer for the August 9<sup>th</sup> public hearing at the library regarding 75 Monroe Avenue. The cost was discussed. Members authorized the Clerk to arrange for a stenographer for that meeting. The Clerk will also check with the Town Clerk to see if they have a stenographer they use on a regular basis.
- **Monroe Avenue Bridge:** Members noted that the Monroe Avenue Bridge is full of rust and graffiti. Mayor Corby noted that the DOT is going to repaint the bridges in Monroe County. The Monroe Avenue Bridge should be on the list. Members also discussed the paint that repels graffiti and remarked on how well it works. It is expensive but members agreed that it is effective.

**ADJOURNMENT**

There being no further business, a **motion** was made **by Mayor Corby, seconded by Trustee Sherwood,** to adjourn the meeting at 9 PM.

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

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Anne Z. Hartsig, Recording Secretary