

PROCEEDINGS OF A REGULAR MEETING OF THE VILLAGE BOARD OF TRUSTEES
March 12, 2013 – 7:00 PM

Present

Mayor: Robert Corby
Trustees: Tim Galli
Lili Lanphear
Lorie Boehlert
Trip Pierson
Attorney: Jeff Turner
Treasurer: Mary Marowski
DPW Superintendent: Doug Yaeger
Building Inspector: John Limbeck
Recording Secretary: Anne Hartsig

CALL TO ORDER

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

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

TREASURER’S REPORT – MARY MAROWSKI

Ms. Marowski presented vouchers listed on Abstract #018 of 2012/13 fiscal year for approval. A **motion** was made by **Trustee Galli, seconded by Trustee Pierson**, to approve payment of vouchers listed on Abstract #018 in the amounts stated below and to charge them to the appropriate accounts.

Abstract #018 – 2012/13

General Fund (#485-#506, #508-#516):	\$8,183.20
Sewer Fund (#509):	\$ 55.67
Canal Improvements (#507)	<u>\$5,335.90</u>
Total vouchers for approval:	\$13,574.77

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

Other Business:

- Bank balances were presented.
- The Treasurer reported that the Village would be receiving a \$14,416.47 refund from RG&E as a result of overbilling for streetlights.
- The 2012/13 fiscal year budget to date was presented.
- The Board agreed to spend \$2500 of budgeted funds to plant trees this spring.
- **Resolution #3 of 2013 General Repair Reserve Withdrawal:** A **motion** was made by **Trustee Galli, seconded by Trustee Boehlert**, to approve the withdrawal of \$9,850 from the General Repair Reserve #110134657 upon its maturity to be deposited in the Municipal Choice Account #1100084753, for the reimbursement purpose of emergency storm sewer piping repairs on Locust Street done by Mason Trenching. The emergency need affected the drainage of overflow waters into the church basement and posed an issue to the residents. A book entry will be made reflecting the withdrawal from General Repair Reserve A232R and the transfer into Municipal Savings A201J.

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

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DPW REPORT – DOUG YAEGER

- The new street signs are ready to be installed. The Board chose to use powder coated black posts. It was noted that although break-away posts are more expensive, they are mandated. The Board discussed auctioning the old street signs.
- A Town resident contacted Mr. Yaeger regarding the status of the WWI Howitzer Canon. The resident said she will be contacting military museums to see about having it refurbished. Storing the canon inside would help prevent further deterioration. Mayor Corby said from the 1920's to the 1970's, the canon was at the intersection of North Main Street and Washington Road. Members concurred that it would be nice to repair the canon but in addition to initial funds to repair it, which the Village does not have, there would need to be a repair/maintenance plan in place for the future and the funds to carry out the plan.
- Mr. Yaeger reported he is collaborating with the Town on risers for the catch basins. The Town has agreed to make them for the cost of the concrete and to stockpile them for the Village.
- Several projects were listed as focus projects for the year. They included
 - Removing pavement and planting grass and trees along the south side of Jefferson Road between Rand Place and the South Street intersection. A DOT permit will be needed for this project.
 - Removing pavement and planting grass on a short section of Locust Street next to the Episcopal Church. The section will need to be built up and seeded.
 - Fixing the storm sewer at 24 Monroe Avenue.
 - 2-3 road projects, catch basin maintenance, sewer flushing, and street sweeping.
 - Some Village trees need trimming. Mayor Corby will tag the trees when he walks the village to inventory the trees.

BUILDING INSPECTOR'S REPORT – JOHN LIMBECK

- The storm sewer situation near Westport Crossing (75 Monroe Ave.) is being monitored. The Roadmaster from CSX has slowed the trains at that crossing and the Mark IV developers are involved. The preliminary site plan for the project was certified as complete and is being reviewed by the Planning Board.
- Mr. Limbeck reported on a new business at 5 South Main, a building permit for Salvatore's Pizza at 18 South Main which is pending a signed lease, and continuing renovations and an upcoming site plan application for 31 State Street.
- Mr. Limbeck reported that he had discussed Northfield Common violations regarding dumpsters and storage units as well as lack of a site plan with the property owner. The owner expressed his desire to discuss these issues with the Board of Trustees.
- Buildings on the Powers property on Schoen Place are unsafe. They are historic buildings which need to be secured.
- The former Great Northern Pizza building on South Main Street also needs to be secured.
- Mr. Limbeck told members that an application tracking sheet will be implemented.
- Mr. Limbeck presented suggested amendments to §168 regarding signs.
- It was suggested that Design Standards from Larsen Engineers written in the 1980's need to be updated and adopted. Scott Harter estimated a cost of approximately \$2450.00. Mayor Corby said it is essential to update these standards. No action was taken.
- A **motion** was made by **Mayor Corby**, **seconded by Trustee Lanphear** to hold a public hearing on April 23rd to consider amending portions of §168 Signs of the Village Code as suggested by the Building Inspector.

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

KAY PROPERTY – MITCHELL ROAD SUBDIVISION

The Town of Pittsford asked the Village to submit comments regarding the proposed subdivision on Mitchell Road. Mayor Corby wrote the following comments:

1. Traffic speeds on Route 31 entering and leaving the village typically exceed the 30 mph limit and pose a significant safety hazard for residents. With a new road entrance there may be an opportunity to extend the 30 mph limit further east beyond the curve.
2. The Kay subdivision includes a sidewalk that is proposed to exit to the Pittsford Palmyra Road to ensure safety. The sidewalk should be extended to connect to the existing village sidewalk on the south side of State Street which currently terminates at Durham Way, at the village line.
3. The Erie Canal is a community historic resource possessing national significance. The joint Town/Village LWRP calls to maintain the canal corridor outside the village as a ribbon of green with its natural/historic/rural character remaining intact. Maintaining a continuous buffer leaving a continuous stand of wooded growth along the canal bank would reduce the visual impact to the canal corridor viewshed.

LWRP Policy 1.3 – Maintain and enhance natural areas, recreation and open space

The preservation of significant open space areas should continue to be pursued. The concept of a ribbon of green along the canal, should be incorporated into all existing and new projects. For example, in existing commercial areas, the expansion of green space and planting areas can be used to improve the aesthetic nature of the site. In new projects, open space should be required as an integral component of the design scheme, rather than a remnant of the development process. This may be accomplished through the use of buffer areas between different land uses, cluster development, incentive zoning and the transfer of development rights.

The Board of Trustees concurred with the comments and agreed that they should be submitted to the Town. The Clerk will forward the comments and the SEQR Lead Agency letter to the Town.

CRAIG WEST – TRANSPORTATION SAFETY DIRECTOR, PCS

Mr. West requested that two parking spaces on Wood Street be removed due to school bus clearance issues caused by parked cars and a utility pole. He said that if the cars are not parked correctly in those spaces, they could be hit by the buses. Board members explained that the parking spaces are necessary for the residents because the driveway lengths are short on Wood Street. While those driveways may hold two cars, one car would have to park over the sidewalk and that is not permitted by Code. The direction of the bus route was discussed and alternate directions were suggested. Mr. West explained that reversing the route would result in having the buses turn at undesirable intersections. Mayor Corby agreed that Trustees would take another look at Wood Street parking and Mr. West agreed to take another look at changing the bus route.

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Mayor Corby and Trustee Galli stated that they have had multiple experiences whereby the bus drivers have not yielded to pedestrians. Trustee Galli has recorded bus numbers and reported to the bus garage. Mayor Corby stated that this is a big safety issue in the village. Mr. West said he would address this issue with his drivers.

ATTORNEY TURNER

Greenlight Network: Mr. Turner will call Frontier to determine what arrangements have been made with Greenlight Network for the removal of equipment from the Frontier poles. Currently Greenlight plans to have 37 boxes on poles in the village. Mr. Turner will report back.

75 Monroe Avenue: Mr. Turner reported that Frank Hagelberg, the Attorney representing Mark IV on the Westport Crossing project, has withdrawn as their counsel for this project.

There will be a **joint APRB/PZBA meeting** on Monday, March 18th. There is a proposal for deeper, shorter and fewer buildings from the developer. The purpose of the meeting is for the APRB to advise the Planning Board of their preferences.

NON-MUNICIPAL USE PERMIT REQUEST - 2013 PITTSFORD LITTLE LEAGUE PARADE

The Board of Trustees received a letter of request from Pittsford Little League for a non-municipal use permit to hold the annual Little League Opening Day parade. The letter explained that the parade is planned to start at Pittsford Sutherland High School and will terminate at Bob Ford Field and will follow the traditional parade route stated in the request letter. A **motion** was made **by Mayor Corby, seconded by Trustee Boehlert**, to approve a non-municipal use permit for the annual Pittsford Little League parade which will be held on April 20th with a rain date scheduled for April 27th with the following conditions:

1. The organization will be responsible for obtaining police escort cars, fire trucks for the front and rear of the parade, and Fire Police at critical intersections.
2. The organization is required to notify Pittsford Ambulance and Pittsford Fire Marshal Kelly Cline in writing prior to this event.
3. The organization must adhere to the insurance requirements as stated below.
 - The organization must provide the Village with a copy of a Certificate of Insurance naming the **Village of Pittsford** as additional insured. This certificate must contain the following words: **“The Village of Pittsford is named as additional insured on a primary and noncontributory basis”**. The certificate must reflect a \$1,000,000 single limit of liability for bodily injury and property damage.
 - The organization must submit a copy of the **actual endorsement** of the insurance policy. The endorsement document **must list the policy number and must set forth the Village of Pittsford as an additional named insured**. The words “on a primary and noncontributory basis” are not necessary on the actual endorsement.
 - These two certificates must be current and on file in the Office of the Village Clerk prior to the event.

PGA BANNERS

The Town of Pittsford submitted a photo of the proposed banners that will be displayed to welcome the PGA Championship to Pittsford. The Board of Trustees was pleased that the welcome message on the banner was inclusive and encompassed both the Town and Village. Members concurred that the banners should be placed on cast iron poles only and not on concrete poles. Trustee Boehlert has been in discussions with Shelley O’ Brien in the Town’s communication department. She will ask Shelley for a plan and a map to enable the Village to coordinate the seasonal flower baskets so that they will be hung on poles that do not have banners.

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MEMBER ITEMS

Field walk: Members agreed to meet at the Village Hall on March 26th at 6:30 for a field walk to Schoen Place. The purpose of the walk is to look for possible locations for a portable toilet.

PERMA Conference: A **motion** was made **by Mayor Corby, seconded by Trustee Lanphear**, to authorize the Village Clerk to attend the PERMA Conference and Annual Meeting on May 23rd and 24th.

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

Performance Appraisals: Members reported on the status of the employee performance appraisals.

DPW Uniforms: Trustee Boehlert reported that new shirts would be purchased for DPW members. The shirts will have the required reflective tape sewn on them.

MINUTES

2/26/13: A **motion** was made **by Mayor Corby, seconded by Trustee Pierson**, to approve the minutes of February 12, 2013 as amended.

Vote: Corby – yes, Lanphear– yes, Boehlert – yes, Galli – yes, Pierson – 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 8:55 PM.

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

Anne Z. Hartsig, Recording Secretary