

PROCEEDINGS OF A REGULAR MEETING OF THE VILLAGE BOARD OF TRUSTEES
June 25, 2013 – 7:00 PM

Present

Mayor: Robert C. Corby
Trustees: Lili Lanphear
Lorie Boehlert
Stacey Freed
Tim Galli
Attorney: Jeffrey Turner
Treasurer: Mary Marowski
Building Inspector: John Limbeck
Recording Secretary: Anne Hartsig

CALL TO ORDER

A **motion** was made by **Mayor Corby, seconded by Trustee Lanphear**, to call the meeting to order at 7:05 PM.

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

TREASURER’S REPORT – MARY MAROWSKI

Ms. Marowski presented vouchers listed on Abstract #002 of 2013/14 fiscal year for approval. A **motion** was made by **Trustee Galli, seconded by Trustee Boehlert**, to approve payment of vouchers listed on Abstract #002 in the amounts stated below and to charge them to the appropriate accounts

Abstract #002 – 2013/14

General Fund (#13-#31):	\$31,652.29
Sewer Fund (#20)	\$ 24.22

Total vouchers for approval: **\$31,676.51**

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

Other Business:

- Bank balances were submitted.
- The Office of the State Comptroller determined that the Village properly voted to override the tax levy limit.
- Members discussed the point at which new employees are eligible for the health care buy-out. Attorney Turner will consult with labor attorney David Lippitt.
- A proposal for professional services was received from KCI. Attorney Turner will review the proposal and advise the Board members.
- Ms. Marowski presented a 2012/2013 fiscal year-end status update. She also presented year-end budget transfers for consideration. As a result, a **motion** was made by **Trustee Galli, seconded by Trustee Freed** to reallocate budget funds as presented.
Vote: Corby – yes, Galli – yes, Lanphear– yes, Boehlert – yes, Freed – yes. **Motion carried.**
- Three quotes were received regarding the purchase and installation of a new phone system for the Village Hall. Trustee Boehlert provided information she learned about each of the systems. After considering each of the systems, a **motion** was made by **Mayor Corby, seconded by Trustee Lanphear** to approve a proposal from Integrity Home Systems for a Panasonic Phone System for the Village Hall for a cost of \$3000.00.
Vote: Corby – yes, Galli – yes, Lanphear– yes, Boehlert – yes, Freed – yes. **Motion carried.**

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BUILDING INSPECTOR'S REPORT – JOHN LIMBECK

Residential:

- There are currently 31 active remodeling projects within the Village.

Commercial:

- There are currently 10 active commercial projects within the Village.
- Scott Harter has been reviewing the St. Louis project.
- Sign enforcement issues at 18-20 South Main St. (Salvatore's Pizza) have been rectified.
- A meeting with Mr. Fox regarding Northfield Commons is being rescheduled.

Municipal Activities

- Required documents from the Friends of Pittsford Village for the "Big Flea" event on 6/29/13 have been received.
- PGA inspections at Oak Hill have been resumed by the Town of Pittsford.
- Mr. Limbeck is working with Paul Schenkel regarding a zoning variance application for a sign at the Spiegel Center.

Westport Crossing – 75 Monroe Avenue

- Two underground storage tanks were discovered on the site. The DEC is monitoring the site.
- Mark IV began pumping ponded water. Mr. Limbeck inspected the site at the catch basin.
- Mr. Limbeck will contact the DEC to request updated information for the library. Information has not been updated since October of 2012.

Miscellaneous

- Unapproved sandwich board signs have been placed on the corner at 1 North Main Street on the weekends. The signs are advertising Embrasse Moi.
- Mr. Limbeck is researching open burning regulations. The topic will be included in the next newsletter.
- The house at 20 Courtenay Circle is for sale. Potential buyers are inquiring about constructing an addition. There were prior drainage issues in the past. The owners pursued an easement with the Village. Village records indicate that the easement was never executed. The owners said they fixed the problem themselves. If there is an easement, the addition would not be allowed. Mr. Limbeck will ask the owners if they have any documentation regarding the repairs they made.
- Starbucks representatives inquired about a drive-through coffee shop at 14 South Main Street at the Planning Board meeting. This would require a use variance.
- Mr. Limbeck suggested a mini DRC-type meeting regarding the businesses at 5 State Street. There have been substantial changes to the interior of Starbucks from what was approved and there are seating and landscaping issues to be resolved at the Village Bakery. Trustee Lanphear would like to participate in this meeting because she was a member of the Planning Board at the time of the original approvals.

Trustee Boehlert left the meeting at 7:50 PM

RAND PLACE DRAINAGE

Sally Schrecker, representing St. Louis Church, spoke to the Board about drainage problems that have existed on the sidewalk in front of the school for over 15 years. She presented photos showing the area where rain water and ice cover the sidewalk. This happens because there are no storm drain lines in that block of Rand Place. The Church will be re-doing their driveway. Ms. Schrecker proposed adding two catch basins and a drain pipe to connect with the new driveway. The Church would pay for the catch basins but they would be on Village property. The Village would maintain the catch basins.

Attorney Turner said the Village could accept this as public infrastructure if the drains are built to the Village engineer's standards. Mayor Corby said a meeting is required with Village engineer Scott Harter,

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DPW Superintendent Doug Yaeger, Ms. Schrecker, and St. Louis' engineer. Because this work must be finished before the start of the school year, an attempt to schedule this meeting during the week prior to the 4th of July will be made.

MEETING WITH SCOTT HARTER, VILLAGE ENGINEER

Mayor Corby suggested that Scott Harter be invited to attend the Trustees meeting of July 9th to discuss various village engineering issues such as sewers, and street maintenance prioritization.

UNIFORM NOTICE OF CLAIMS ACT

The Uniform Notice of Claims Act was signed into law and became effective on June 15, 2013. The law allows notices of claims against villages to be served on the NY Secretary of State as agent for NY's public corporations. Pursuant to the Act, the Department of State will forward any notice of claim served on it to an individual who has been designated by the Village to receive the notice. Therefore, a **motion** was made **by Mayor Corby, seconded by Trustee Galli**, to designate the Village Clerk as the individual to receive such notices from the Department of State.

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

The Village Clerk will file the required certificate with the Secretary of State.

CODE OF ETHICS

Board members discussed the next steps for the recently adopted Village Code of Ethics. It was decided that the new Code of Ethics shall be distributed to officials and staff presently and then annually at the beginning of each official year at the time of the Organizational Meeting. Officials and staff will be required to read the Code and to sign and file with the Clerk a statement acknowledging that they received the Code and have read it. Employees will be encouraged to talk to the Village Board or a supervisor if they have questions about any part of this Code.

MEMBER ITEMS

- The office is in need of a new date and time stamp. Board members agreed that it is important to have an official stamp that includes the words Received, Village of Pittsford, date and time even though stamps including those lines would have to be custom ordered and are expensive. Board members authorized the Clerk to order a new date stamp.
- The Clerk inquired about hiring a stenographer for the Public Hearing that will be held on July 2nd regarding the 75 Monroe Avenue Project. Board members did not think it was necessary to have a stenographer present.
- Trustee Lanphear is continuing to work with Mr. Maves at Nothnagle Realtors regarding a memorial bench order.
- Trustee Lanphear, as the Board's representative to the Pittsford Chamber of Commerce, informed the members that a sidewalk sale and a merchant sandwich board display is being planned for one evening during the PGA. There was discussion about whether the Chamber could piggy-back on the Town's annual event permit.

HICKS AND MCCARTHY 100TH ANNIVERSARY

Mr. Jeff Hennen, co-owner of Hicks and McCarthy's Restaurant, was present to accept the following statement which was read by Mayor Corby:

***PROCLAMATION IN HONOR OF HICKS AND MCCARTHY'S RESTAURANT
100th ANNIVERSARY***

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WHEREAS the Village Board would like to recognize the business of Hicks and McCarthy's Restaurant as the second oldest business existing within the Town and Village of Pittsford for over 100 years and

WHEREAS the restaurant has provided an integral community gathering spot for all of Pittsford and represents the strong sense of community and tradition that sets this community apart,

NOW THEREFORE BE IT RESOLVED that on this night of June 25, 2013, the Village Board celebrates with all residents the 100th Anniversary of Hicks and McCarthy's Restaurant and wishes future success for the next 100 years.

A **motion** was made **by Mayor Corby, seconded by Trustee Galli** to approve this proclamation as read.

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

CATHERINE'S PEACE TEAM

Mayor Corby offered the following proclamation:

PROCLAMATION IN HONOR OF CATHERINE'S PEACE TEAM

WHEREAS the Village Board recognizes Catherine Violet Hubbard, a first grader at Sandy Hook Elementary School, and Catherine's Peace Team, founded by Catherine's cousin, nine-year old Jack Sullivan of Pittsford, New York and,

WHEREAS this organization is dedicated to helping to build an animal sanctuary in Newtown, CT and is dedicated to promoting peace and kindness through the organization,

NOW THEREFORE BE IT RESOLVED that the Village of Pittsford Board of Trustees endorses this work and proposes this memorial resolution in honor of this effort.

A **motion** was made **by Trustee Freed, seconded by Trustee Galli** to approve this proclamation as read.

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

75 MONROE AVENUE PROJECT DISCUSSION

Mayor Corby said he had met with Chris DiMarzo to discuss the process of the upcoming public hearing on July 2, 2013. Attorney Turner explained that the Board has to look at whether or not a new SEQR evaluation is needed due to the changes in the proposed amended regulating plan dated May 15, 2013. This discussion must take place in a public forum. The Board will need to determine if there are significant environmental impacts as a result of this amended regulating plan. They need to determine if there is a difference in the environmental impacts between the original regulating plan and the proposed plan of 5/15/13.

Mr. DiMarzo asked if Mr. Turner could prepare findings for a resolution in the interest of saving time. He asked if the Board intended to act at the public hearing. He asked the members to be open minded at the meeting and to be prepared to make a decision at that time. He said he was asking for the Board's cooperation.

Trustee Lanphear said she wants this discussion to take place at the public hearing. Mayor Corby said he will come to the meeting with written concerns and will share those concerns with the Board of Trustees

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prior to the meeting. He said the Board has an obligation to the public and to SEQR. Trustee Galli said he is interested in keeping the process moving.

MINUTES

June 11, 2013: A **motion** was made by **Mayor Corby, seconded by Trustee Freed**, to approve these minutes as presented.

Vote: Corby – yes, Galli – abstain, Lanphear– yes, Freed – yes. **Motion carried.**

ADJOURNMENT

A **motion** was made by **Mayor Corby, seconded by Trustee Lanphear**, to adjourn the meeting at 8:40 PM.

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

Anne Z. Hartsig, Recording Secretary