

**PROCEEDINGS OF A SPECIAL MEETING OF THE VILLAGE BOARD OF TRUSTEES
JULY 23, 2013 – 7:00 PM**

Present

Mayor: Robert C. Corby
Trustees: Lili Lanphear
Lorie Boehlert
Frank Galusha
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 7:00 PM.

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

WELCOME TO TRUSTEE GALUSHA

Mayor Corby welcomed Frank R. Galusha as a new member of the Board of Trustees.

TREASURER’S REPORT – MARY MAROWSKI

Ms. Marowski presented vouchers listed on Abstract #004 of 2013/14 fiscal year for approval. A **motion** was made by **Trustee Galli, seconded by Mayor Corby**, to approve payment of vouchers listed on Abstract #004 in the amounts stated below and to charge them to the appropriate accounts

Abstract #004 – 2013/14

| | |
|-------------------------------------|--------------------|
| General Fund (#64-#75, #77-#91): | \$24,466.75 |
| Sewer Fund (#75, #89, #90) | \$ 262.94 |
| Canal Improvements (#76) | <u>\$ 1,634.00</u> |
| Total vouchers for approval: | \$26,372.69 |

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

Other Business:

- Bank balances were submitted.
- The amount of taxes collected through 7/8/13 is \$417,257.52. This is about 94%.
- Sewer bills were mailed July 18th and are due on August 9th. \$59,673.78 has been collected thus far.
- The AUD (Annual Update Document) was filed with the State Comptroller today.
- The joint Schoen Place and Port of Pittsford grant (C006861) closes 7/31/13.
- The joint Village of Pittsford/Mark IV waterfront improvements grant will close out on August 31st.
- The independent accountant’s report from Ray Wager’s office has been completed. Trustee Galli will talk to the accountant and report back to the Trustees.
- The Village has been asked to pay for one-third of the cost of the plaques awarded to the members of the collaboration committee. A **motion** was made by **Mayor Corby, seconded by Trustee Boehlert**, to expend \$54.00 towards the cost of the recognition plaques for the collaboration committee members.

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

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- A **motion** was made by **Trustee Galli, seconded by Trustee Boehlert** to renew the virus protection for the Sonic Wall for the amount of \$797.00.
Vote: Corby – yes, Galli – yes, Lanphear– yes, Boehlert – yes, Galusha – yes. **Motion carried.**

BUILDING INSPECTOR’S REPORT – JOHN LIMBECK

- Thirsty’s would like to erect a tent behind their building from August 7-12. Details are included in a letter received from the General Manager, Brent Coleman. A non-municipal use permit is required. A **motion** was made by **Trustee Boehlert, seconded by Trustee Galli**, to issue a non-municipal use permit to erect a tent as requested in a letter to the Board of Trustees dated July 22, 2013 from General Manager Brent Coleman noting that:
 - The 45 day prior notice requirement has been waived due to the large community event (PGA);
 - The tent will be placed on public property in the heart of the commercial business district;
 - The tent will be in a location that is away from residential areas of the village;
 - The required insurance will be provided.**Vote:** Corby – yes, Galli – yes, Lanphear– yes, Boehlert – yes, Galusha – yes. **Motion carried.**
- PGA Family Fun Night event requires a non-municipal use permit. Mr. Limbeck reported that all requirements have been satisfied with the exception of providing the endorsement portion of the insurance requirements. The endorsement will be provided. A **motion** was made by **Mayor Corby, seconded by Trustee Galli** to approve a non-municipal use permit for the PGA event Family Fun Night on the condition that an insurance endorsement is provided to the Village prior to the event.
Vote: Corby – yes, Galli – yes, Lanphear– yes, Boehlert – yes, Galusha – yes. **Motion carried.**
- The Pittsford Chamber needs to provide the proper insurance and more details about the “Tee It Up Tuesday” event before a non-municipal use permit can be issued. There is confusion about Hicks and McCarthy selling beer for this event. The Chamber does not want the beer truck to be part of this event. Mayor Corby said a beer truck would not be allowed on public property. A special meeting will be necessary once the Chamber has submitted all necessary requirements to the Building Inspector.
- Mr. Limbeck spoke to the owner of 5-7 South Main Street. The owner is not happy with the tenants and is pursuing a restaurant for that location. The business owner called from out of town and agreed to install drapes in the windows to improve the appearance of this prominent Four Corners Building.
- Mayor Corby noted that 25 North Main Street is in need of yard maintenance.
- Mr. Limbeck submitted proposed Code changes regarding §180 Swimming Pools. A **motion** was made by **Mayor Corby, seconded by Trustee Galli** to hold a public hearing on September 10, 2013 to consider changes to §180 Swimming Pools, of the Village Code.
Vote: Corby – yes, Galli – yes, Lanphear– yes, Boehlert – yes, Galusha – yes. **Motion carried.**
- Mr. Iannazzi is planning to design a window display for the Aware Bear Store at 5 Monroe Avenue using a computer monitor or TV based display. He wanted to know if this would be considered a sign. Mayor Corby said the code stipulates the percentage of window coverage that is allowed. Attorney Turner said it specifies in §168-3 of the sign code that this would be considered a sign.
- Chase Bank submitted a site plan for review. Mr. Limbeck is waiting to receive a landscape plan before starting the review.
- St. Louis Church is making modifications to restrooms. The modifications involve asbestos abatement. Mr. Limbeck said the building permit will contain requirements related to compliance to New York State Code Rule 56.

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- Mr. Limbeck sent a response to Justin Vlietstra regarding his questions about whether or not underground garages are considered a “story” of the building.

INTERMUNICIPAL COOPERATION AGREEMENT

The Town and Village have an intermunicipal cooperation agreement regarding the sharing of personnel, equipment, and other items. The agreement is due to expire on December 31, 2013. Board members discussed how the agreement has worked. Members concurred that the agreement has worked very well and that it allows flexibility on a day to day basis. Attorney Turner will speak with the Town’s attorney about renewing the agreement.

MEMBER ITEMS

- Mayor Corby is obtaining names and proposals from facilitators for the purpose of a future workshop to help board members function well together.
- Mayor Corby asked former Trustee Stacey Freed for a proposal for services to write an electronic newsletter for the village. She will provide a formal proposal. Trustees discussed the need to serve all residents, not just those with email.
- The Trustees received an Appeal from a decision made by the Planning Board on July 10th. Separate counsel will be needed for the Planning Board and the Board of Trustees. Attorney Turner will not be able to represent both Boards. Mayor Corby has received suggestions for municipal attorneys and expects a proposal next week. The Board may need a special meeting to discuss the proposals.
- Mayor Corby mentioned that he has identified areas of the village that are weed infested. He has asked Mr. Yaeger to remove them before the PGA. He said the trees in front of the library need to be fertilized and also need gator bags.
- A tree in the median at Washington Road was hit by a car and destroyed. A license plate was found at the scene. Mayor Corby said the only solution is to keep replanting the trees that are hit. He said a large, full sized tree should be selected.
- Trustee Lanphear stated that violations on the Fox properties are still an issue. Mayor Corby will discuss this with Mr. Limbeck.
- Trustee Galusha discussed drainage on the Auburn Trail. There are several plugged up drains on the north and south side and areas on both sides have been flooded due to a build-up of debris. Trustee Galusha and Doug Yaeger met with Paul Schenkel, Commissioner of Public Works for the Town. In accord with the intermunicipal agreement, the Town did a lot of earth moving and clearing out to ease the flooding. Work will continue. Trustee Galusha suggested that the DPW retain documentation for the official record. Mayor Corby added that the Superintendent should keep an annual log reflecting the types of shared services that have taken place throughout the year.
- Trustee Lanphear asked about the status of the illegal benches that have been placed on Schoen Place. Mayor Corby will address this issue himself to get it resolved.
- Members acknowledged the passing of Supervisor Zutes’ husband. The Trustees will make individual donations in his memory.

EXECUTIVE SESSION

A **motion** was made by **Mayor Corby, seconded by Trustee Boehlert**, to enter executive session to discuss a matter of proposed acquisition, sale, or lease of real property.

Vote: Corby – yes, Galli – yes, Lanphear– yes, Boehlert – yes, Galusha – yes.

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

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Vote: Corby – yes, Galli – yes, Lanphear– yes, Boehlert – yes, Galusha – yes.

ADJOURNMENT

There being no further business, a **motion** was made **by Mayor Corby, seconded by Trustee Galusha,** to adjourn the meeting at 8:20 PM.

Anne Z. Hartsig, Recording Secretary