

PROCEEDINGS OF A REGULAR MEETING OF THE VILLAGE BOARD OF TRUSTEES
August 11, 2015—6:00 PM

Present

Mayor: Robert C. Corby
Trustees: Lili Lanphear
Frank Galusha
Alysa Plummer
Margaret Caraberis
Recording Secretary: Dorothea M. Ciccarelli

CALL TO ORDER

Motion Mayor Corby and seconded by Trustee Plummer called the meeting to order at 6:00 PM.

ATTORNEY CLIENT PRIVILEGE

Motion Mayor Corby, seconded by Trustee Galusha to leave attorney client privilege.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

JAKE HOPPA, EAGLE SCOUT PROJECT PRESENTATION

Jake Hoppa reviewed his visit to the Board one month prior, and stated that this presentation would cover implementation of the plan he outlined at that meeting. He presented a diagram of the plan to the Board, explaining that it contained a general layout of the site, and where he planned to put the various components of the proposed park. He explained that he had divided the property into two items for work, stating that the rear section of the property had elements that required removal. He stated that the DPW was planning on removing the bulk of this using machinery, since there is poison ivy in the area, which Doug Yaeger confirmed. Mr. Hoppa stated his intent to define a perimeter of the property, and outline this area with a fence. He stated that he would continue by clearing this space, evaluating the size of the area, and adding mulch.

Mayor Corby stated that he thought the fence would serve mainly as a backdrop, to which Mr. Hoppa agreed. Mayor Corby commented that due to the retention pond, one of the issues of this unmaintained area was that weeds continued to grow, and suggested mulching the area and planting some sort of evergreen shrub to prevent regrowth of these weeds behind the fence. Trustee Plummer asked if the pond was behind the planned location for the fence, which Mayor Corby confirmed. Mr. Hoppa stated that he had planned to get his fence plan approved at the August 3, 2015 APRB meeting, but that the meeting had been cancelled. He stated that while he waits for the next meeting, he will begin seeking donations from hardware stores or lumber companies. Trustee Lanphear stated that the APRB could perhaps hold a special meeting to approve the application.

Mr. Hoppa stated that he would like the stump that is currently in the area to stay, but that he would like the cement removed. He added that he would also like the rocks in the area to remain. He stated that the rest of his work would stay within the limits of the telephone poles, which he considered to be a property barrier, and that he would place benches an appropriate distance from the poles, in accordance with the wishes of the power company. He commented that his presented map was not to scale. He stated that the other key aspect to the project was the plaque, which would highlight the Auburn Railroad Line. He referenced the Board to a photo reference of such a plaque, which he had seen in Eden, NY. He stated that he wasn't certain of the price of a plaque made out of the kind of metal seen in the picture, and suggested a different material, such as that of the storm water runoff material sign outside the Village Hall. Mayor Corby stated that a plaque

such as the official NYS plaque outside the Village Hall might be better suited to the project, and that perhaps such funds could come from the Village. He suggested speaking to Audrey Johnson, the town historian, about what content to put on the plaque. Trustee Caraberis stated that local railroad enthusiasts might be interested in contributing to the project. Mayor Corby and Trustee Plummer commented that having a plaque consistent with other plaques in the Village would be nice, and Mayor Corby stated that he would research getting an official NYS plaque. Mr. Hoppa added that he had been doing some research, and would like to follow up with Ms. Johnson.

Trustee Caraberis stated that she would like to send the drawing to the Garden Club Executive Group, who she believed may be willing to help. Mr. Hoppa reported that near the stump there's a natural arc of soil, and stated that he would like to plant flowers there. He stated he would like to speak with the Garden Club about which flowers did best in shade, and which would bloom every year. Mayor Corby stated that his only recommendation would be to move the trash can to be near the entrance. Trustee Plummer asked about benches, to which Mr. Hoppa responded that he was hoping to acquire donations for a wooden bench, which he would assemble with his troop before adding wood sealer as all-weather protection. Mayor Corby commented that the wood used would need to be pressure-treated, since it would be out in the weather year-round. Mr. Hoppa stated that he would move the fence as it was originally planned to accommodate the fire hydrant on site.

Motion Mayor Corby, seconded by Trustee Plummer, to approve Jake Hoppa's plan for the Auburn Line Pocket Park on North Main Street.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

GROVE STREET TRAFFIC STUDY

The Village Clerk referred the Board to a packet describing the findings of the Grove Street Traffic Study. Trustee Lanphear inquired about the indicated ten-foot drive lanes, and asked if it was possible that these be reduced to nine feet. The Board reviewed the various options presented by the packet. Mayor Corby stated that, of the options, he preferred the third, he thought it would most efficiently provided for sidewalk and curbing. He stated that he also thought that there should be allowances for there to be a future sidewalk on the Pickle Factory side of the building, stating that walkable streets needed sidewalks.

Trustee Plummer asked if there could be a sidewalk with a fire lane, to which the Mayor responded affirmatively, and Kelly Cline added that this would not really be a fire lane, since the Board had discussed using them as parking spots. Mayor Corby stated that this option was the best fit, since it contained nine-foot parking lanes, parking on the Pickle Factory side of the street, not the residential side, and included a provision for future sidewalks. Mrs. Cline stated that this option also afforded appropriate unloading space, and Trustee Plummer added that this put the parking on the same side as any unloading, such that drivers would not have to cross the street. Trustee Lanphear asked if a grassy strip would preclude having a curb, to which the Mayor replied that from a cost standpoint, having a sidewalk at the side of the street eliminated the cost of curbing. Trustee Plummer stated that she liked having a grassy strip.

Trustee Caraberis inquired as to types of trucks pass often through this area, to which Mrs. Cline responded that all kinds of trucks can be seen. Trustee Plummer commented that the variety of commercial and residential establishments in the area would lend to a variety in traffic, but added that nine feet was still acceptable for large trucks. Trustee Galusha clarified that the third plan put short-term parking on the building side of the street, and that the report recommends the elimination of all the parking spaces on the residential side. Trustee Plummer stated that this would

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make the residents happy, and Trustee Galusha agreed, stating he thought this was a good recommendation.

Mrs. Cline stated that the short-term parking would be intended for the businesses that need it, and that this will rightfully push long-term parking over to the parking lot. Trustee Galusha stated that he believed that the building side was currently marked as a fire lane, which Mrs. Cline amended is currently marked as no parking, but could be used as a fire lane, and that it was not designated for long-term parking. Trustee Galusha and Trustee Plummer stated that lines and signage would be installed to indicate short-term parking. Mrs. Cline stated that if there was an emergency in one of the buildings, the cars parked would likely belong to someone inside the building. Trustee Galusha asked if this would work with a fire truck, which Mrs. Cline confirmed, stating that the fire truck would use the residential side of the street and the sidewalk. Trustee Lanphear asked if bike traffic would share the “share row” down the center of the street, and Mayor Corby added that this shared lane could also be called a “burn off,” commenting that the term refers to side streets where auto traffic is slow enough that the lane can easily be shared with bike traffic.

Trustee Caraberis asked if there was any difference in cost between the three alternatives, to which Trustee Galusha stated that there was no substantial difference, and that the major cost will be the replacing of the catch basin on Elm Street to increase effectiveness. He continued that a new line would have to be run down Line Street, but that this would have to occur regardless of which option was selected. He stated that, he was in agreement with Scott Harter, a new catch basin would have to be installed next to the driveway of the Food Cupboard. He continued, adding that the legal issue was to be addressed, regarding property by prescription, such that the Village can pave all the way up to the buildings. Mr. Turner stated that this is possible if the street has been consistently used as a public way and has been maintained by the Village. Trustee Plummer inquired whether or not the Village has paved up to the building in the past, to which Mr. Yaeger replied that he wasn't sure, but stated that the Pickle Factory is plowed, but not maintained, by the Village. He stated that snow removal is done privately. Mr. Turner commented that this meant the Village could not take the area by prescription.

Mayor Corby clarified that it was not certain that they hadn't paved it in the past, and he and Trustee Galusha stated that the next step would be to determine this definitively. Trustee Galusha stated that the property manager was in favor of paving up to the building, but that she would have to get approval for this. Mayor Corby suggested contacting Tim Haggarty, who may know if the area has ever been publicly paved or maintained. Mr. Turner stated that if the Village had not maintained the area, the right of way could be established through means of a grant, but that surveying could be expensive. Mayor Corby stated that the Zoning Board had insisted that Ted Collins put a sidewalk in front of his building on Schoen Place, which is now a walkable street, because there are sidewalks on both sides. He stated that, in the future, if there are any changes to the Pickle Factory, that a reasonable expectation would be for the owners to provide the sidewalk, and that a provision should be left so that a sidewalk could go in in the future. Trustee Plummer asked if this is something that would be negotiated at the present time, and Mr. Turner said this depends on finding out if it has ever been used and maintained by the Village. Trustee Galusha stated that he thought the first step to be accomplished was to vote on the traffic study and accept the conclusions that the report recommends.

Motion Trustee Galusha, seconded by Trustee Caraberis, to approve Alternative three of the recommendations for Grove Street.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

The Board discussed how this could be seen as a benefit to all involved parties, and Mr. Turner commented that he would like to move forward in a cooperative fashion, and the Board reviewed how they would divide research moving forward.

NON-MUNICIPAL USE PERMIT FOR PITTSFORD SUTHERLAND HIGH SCHOOL'S ANNUAL HOMECOMING PARADE ON SATURDAY, SEPTEMBER 26, 2015

Motion Trustee Lanphear, seconded by Trustee Caraberis, to approve the Non-Municipal Use Permit for Pittsford Sutherland High School's annual Homecoming parade on Saturday, September 26, 2015 per the conditions laid out in their letter.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

NON-MUNICIPAL USE PERMIT FOR TOWN OF PITTSFORD FOR FOOD TRUCK AND MUSIC FEST ON SEPTEMBER 12, 2015

Trustee Caraberis inquired as to whether or not this would extend onto Main Street, to which Mayor Corby replied affirmatively, but that he believed that some events would still take place in the parking lot, which was confirmed by Kelly Cline. Trustee Caraberis asked where the stage would be located, to which Mrs. Cline stated that she did not know, as she is not involved in planning. Trustee Caraberis asked how what the restaurants on Main Street thought about the food trucks that would be involved in the festival. Trustee Plummer stated that she was unsure of the response, and referenced previous events where restaurants were permitted to serve outside. Trustee Caraberis stated that she wanted to ensure that the event was business-friendly for the Village as well as for the larger community, and stated that this was something that should be explored. Mayor Corby stated that he and Trustee Lanphear were meeting with Bill Smith from the Town of Pittsford later in the week, and that they would have more information following this meeting.

Motion Mayor Corby, seconded by Trustee Galusha, to approve the Non-Municipal Use Permit for the Town of Pittsford for Food Truck and Music Fest on September 12, 2015 in the Municipal parking lot and on South Main Street.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

NON-MUNICIPAL USE PERMIT FOR TURN THE TOWN TEAL ON SEPTEMBER 1, 2015

Trustee Lanphear asked about the political-type signs described, stating that they are not mentioned in the application letter, but are present in the organization's marketing proposal. She stated that she has no problems with teal ribbons, but does object to signs. Mr. Turner stated that it was possible to list this as a condition of the permit. Mayor Corby agreed, stating that the applicant needed to make it clear what they were asking for. Trustee Galusha stated that the signs were mentioned in the second letter. Trustee Caraberis asked if this was only going to be on Schoen Place, which Trustee Plummer confirmed. Trustee Lanphear commented that it would be nice to include the businesses in this area. Mayor Corby recommended approving the permit per the letter dated July 8, 2015. Trustee Lanphear inquired as to whether the information from the founders, listed as attached, would be included in this, which Trustee Plummer stated could be clarified in the permit. Mayor Corby stated that he would want to know more specifics about the signs. Trustee Caraberis and Mayor Corby stated that normally, applicants for signs had to provide a specific application for this. Trustee Lanphear stated that she would not approve signs in the right of way even under a separate application.

Motion Mayor Corby seconded by Trustee Plummer to approve the Non-Municipal Use Permit for Turn the Town Teal on September 1, 2015 under the condition of only allowing ribbons on trees along Schoen Place, per the letter dated July 8, 2015.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

NON-MUNICIPAL USE PERMIT FOR PITTSFORD CREW, PULL THE PLUG REGATTA ON SATURDAY, NOVEMBER 7, 2015

Motion Mayor Corby seconded by Trustee Lanphear to approve the Non-Municipal Use Permit for Pittsford Crew, Pull the Plug Regatta, on Saturday, November 7, 2015.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

ATTORNEY CLIENT SESSION

Motion Mayor Corby, seconded by Trustee Lanphear, to enter attorney-client session.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

RGE—RIGHT OF WAY

Mayor Corby informed the Board that he was still working with Debra Wegman with Rochester Gas and Electric on obtaining a lease for the right-of-way. He would keep the Board apprised on his progress.

ZOMBIE HOUSING CODE

Mayor Corby and Jeff Turner appraised the Board that the Village had not adopted the Zombie housing code. That there had been recommended changes at the last minute prior to adoption and the Village held back the law so these recommendation could be included. Mrs. Cline indicated that the Town would be making the anticipated changes as well to their Zombie housing code and would be happy work with the Village in getting a proper Zombie housing code adopted.

The Board discussed with Mrs. Cline the status on various issues with current Village properties. Mrs. Cline stated that 68 State Street counts as a bankruptcy and not a foreclosure, and as such has to re-conduct her search into the property's owner. She suggested that Mr. Turner look into this, as there is sometimes a better response between attorneys. Mrs. Cline stated that Safeguard Properties informed her that they could not do anything without an order from the court. She clarified that Safeguard is the property maintenance company that has been hired by the bank, but that because bankruptcy was filed, foreclosure action was put on hold, and that they must wait on an order from the bankruptcy court to take action. Mrs. Cline stated that she did not yet get notification of the bankruptcy. Scott Harter stated that if any action was taken after receiving the bankruptcy notice that the Village would be penalized and Mrs. Cline agreed, stating that this is why no action can be taken. Mrs. Cline stated that she would search for the owner's name, and would forward it to Mr. Turner once it was found, who stated that he could do a bankruptcy search once he had that information. Mrs. Cline stated that she cannot enter the property unless there is imminent danger, which she currently cannot determine from the street. She reported that the DPW would be performing property maintenance on the grass at 34 East Jefferson. She stated that she would not enter the house, but would attempt to speak with the tenants to inquire about the situation with the grass. Trustee Plummer stated that the sheriff may wish to be included, and Mrs.

Cline stated that the house appears to be in good shape, and that cars go in and out, indicating that someone is living there, but is just not maintaining the lawn.

PROPOSED AMENDMENT TO SECTION 210-74.1

A **motion** was made **by Mayor Corby, seconded by Trustee Lanphear**, to schedule a public hearing on the local law adding section 210-74.1 to the Village Code for September 22, 2015 at 7:30pm.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

A **motion** was made **by Mayor Corby, seconded by Trustee Lanphear**, that the Village of Pittsford be lead agency of all the agencies involved in this matter.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

MAINTENANCE AGREEMENT POWERS

Mr. Turner stated that the Powers signed the maintenance agreement, but the owners failed to sign the TP584 agreement. Mr. Turner stated that he would like to file a restrictive covenant with the Monroe County Clerk so that if the property is sold, the new buyer will notice that this agreement goes with the property. He stated that first the owners must sign the TP584 agreement, and this cannot be recorded pending that signature, which will indicate that the owners agree with the maintenance plan and that it runs with the property. He stated that there were two elements to this process, both relevant to the agreement with Powers. Mr. Turner would follow up with the Powers and would clarify that the Powers are unrepresented in this deal. Mr. Turner stated that he would send the Powers the form for signature.

MEMBER ITEMS

Mayor Corby stated that he had met with Lloyd Theiss, the head of the Chamber of Commerce, and two other members of the Chamber of Commerce to talk about a cooperative initiative and brainstorming session for the Business District, which they would present to their general meeting that morning. Mayor Corby reported that he had not yet heard back from Mr. Theiss. Trustee Caraberis inquired as to what Mr. Theiss' business entailed, to which Mayor Corby responded that he was the director of the Highlands.

The Village Clerk stated that the topic of bridge lighting came up at the Candlelight meeting, asking that the bridges be lit up for their event, as it was a dark area of Main Street, and that the luminaria is not sufficient. Mayor Corby stated that in the past, there were lights that went up over the bridge in addition to wreaths. He stated that a lift was needed to be hired to accomplish this, but that this hadn't been done in several years, due to safety and financial reasons. The lights, he stated, had sometimes blown off the bridge or shorted out, and then only part of the bridge would be lit. He stated that this was an option, but that it was expensive and it had been eliminated for cost reasons. He continued, stating that the bridge is dark year-round, and that he believes there are lights on the State Street Bridge that light the sidewalk, and that, of the three bridges in the Village, that the Main Street Bridge has the highest incidence of pedestrians. He stated that he thought the prudent thing would be to look at long-term solutions, and find fixtures that would be decorative. He stated that to accomplish this, DOT permission would be required, and a consultant would have to be hired to get a cost estimate.

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Mayor Corby added that a shorter-term plan would be to go back to obtaining a price to put a string of lights over the bridge, stating that this did sufficiently light up the bridge. He stated that LED rope lights are quite bright, and that the biggest obstacle is getting a lift so that the lights can be placed safely. Mrs. Cline inquired about running the rope lights along across the railway, which Mayor Corby agreed would be an easy alternative.

Mr. Yaeger stated he would measure to investigate how many feet of lighting would be needed. Trustee Plummer stated that she could attend the next Chamber of Commerce meeting, and stated that the length of rope lights required would need to be known before that meeting. Mr. Yaeger confirmed that lights could be plugged in at this location and asked if the permit includes lights or only wreaths. Mayor Corby stated that a new permit would most likely be needed. The Village Clerk stated that once she knew how much rope lighting would be needed, prices would be taken to the Chamber of Commerce for review. Mayor Corby stated that he believed there were multiple bars on the bridge railing, and suggested that lighting go on the lower rail due to ADA, which might make the top railing an obstacle.

Trustee Galusha reported Mr. Yaeger would report on the paving of Elmbrook, but added that two of the neighbors presented him with a petition requesting a median be placed at Elmbrook Drive and Eastview Terrace to slow down traffic. He commented that this was something the Board had discussed previously, adding that he wanted to put their petition on record. He stated that the Board was already working on this issue, and had already informed the neighbors of this. Trustee Lanphear asked Mrs. Cline asked about when a roundabout is installed and the protocol involved with ensuring that fire trucks can pass. Mrs. Cline confirmed this, stating that islands posed problems for the large trucks to pass. Trustee Plummer stated that she believed the plan had been to install striping in anticipation of adding landscaping. Trustee Galusha stated that the plan had been, once paving was complete, to install white lines so that drivers could see the lanes more clearly, in the hopes that this would have some effect. He stated, however, the neighbors wanted the changes to go all the way to an island. Mrs. Cline stated that a demonstration could be done by the fire department to show the neighbors how wide this could possibly be. Mrs. Cline stated that she could help coordinate with the fire chief and residents.

Mayor Corby stated that instead of landscaping, pavers or a curb could be installed inside a proposed circle, such that a firetruck could go over the top. Mrs. Cline stated that banking of snow would cause problems on this narrow street during the winter. She added that the fire department does take the canopy of trees over the Village streets into consideration, and stated that they need to be able to drive down the center of the road because of this. She stated that if the truck was forced to take the turns too wide due to such an island, the trees would be damaged. Mayor Corby stated that the Board could work on a treatment that would allow the fire trucks to drive over.

Mayor Corby reported that Pittsford Youth Services had asked for an increase, and commented that typically they would have to undergo a budget process. He stated that although they have a case for an increase, that this was not typically done at this time of year. He stated that they had not had an increase since approximately 2007. Trustee Caraberis inquired as to whether it was known how much the Town of Pittsford contributes to Pittsford Youth Services, to which Mayor Corby replied that he did believe that the Town contributes, and stated that the amount could be found out. Trustee Caraberis stated that she would like to see this information, and Trustee Plummer commented that the requested increase was significant. Mayor Corby stated that it should be determined if other sources of income had seen such a request, and the Village Clerk stated that March would be a more appropriate time to make a request. Trustee Caraberis stated that in addition to donations, that Pittsford Youth Services does significant fundraising.

Mayor Corby reported that he had received a letter from Bud Frane, the donor of the clock, asking about painting the clock. He stated that money in the budget had been designated to paint the clock, but that the original painter had retired. Mayor Corby reported that he had contacted Steve Jordan, a residential painter, and received a referral to Klaus Schwartz, who quoted \$1,270. Trustee Plummer stated that she thought this was a good quote, and added that the men from Bloomfield, who do the Canandaigua Bank clocks, stated that they would not have an estimate until early September. Mayor Corby stated that he thought the Board should move ahead, and Trustee Plummer agreed. Trustee Caraberis inquired as to the budget for this project, and Mayor Corby stated that he believed this quote was within the budget. He added that the sign on the clock that says "Village of Pittsford" would need to be painted by a sign painter, and stated that he had been referred to Sign Language, and that they would have to obtain a separate quote. Trustee Lanphear asked if materials had been included in the quote for the clock, which Trustee Plummer stated was not included. Mayor Corby estimated that the additional cost would be a few hundred dollars, and the Village Clerk stated that this would still be within the budgeted amount.

Motion Mayor Corby, seconded by Trustee Plummer, to accept Schwartz Decorating's bid to complete painting of the clock.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

The Village Clerk stated that she would contact Sign Language to obtain a quote for the painting of the sign.

DPW REPORT

- Doug Yaeger reported that the DPW had begun work on installing the speed humps on Boughton Avenue, and that all three sets were in place. He stated that all that remained was putting in the signs indicating the speed humps.
- Mr. Yaeger stated that they have been able to paint all urns at Four Corners and most of the bollards that are in the Village, mainly near Starbucks and Goodwill and at Monroe Avenue.
- Mr. Yaeger reported that they were starting to take care of street lights, which he hopes to complete before the term of the summer help is over.
- Mr. Yaeger stated that most of road striping had been completed.
- He stated that the DPW was continuing with the catch basin repairs on Sutherland and Washington Ave, and hoped to be starting with several more over the coming days. He added that he would like to be soon finished both with this and with the paving of Elmbrook.
- Mr. Yaeger stated that, per Jake Hoppa's presentation, that the DPW would begin clearing the park area. He stated that he hoped to begin that week, and that he believed the process would be quick. He stated that he was uncertain of how Mr. Hoppa planned to stake out the area he wished the DPW to clear. Mayor Corby requested that Mr. Yaeger inform him when they wished to begin work, so that they could survey the area together. Trustee Lanphear added that there is a yellow pole near the fire hydrant that could be removed as well. Mr. Yaeger stated that the lilac trees would be removed as well.
- Mr. Yaeger stated that the DPW planned to go through the uptown garbage cans, recycling the damaged ones out and replacing them. He stated that he hoped to begin that week, and if not would begin the following week, after paving on Elmbrook.
- Mr. Yaeger reported that the new scheduled dates to pave Elmbrook Dr were Monday and Tuesday, August 17-18. He stated that he and Trustee Galusha would inspect driveway aprons following the paving, and that they might consider repairing some, if the damage was caused by the construction. Trustee Galusha stated that he thought this should be done before paving, and reported that Mayor Corby had already begun inspecting some,

which Mayor Corby confirmed, stating he had begun in the northwest corner of the area. Mayor Corby and Trustee Galusha stated that they would inspect the street together, so as to be in agreement as to which aprons merited repair. Mr. Yaeger agreed to join them so as to indicate which driveways may be damaged from reasons other than construction.

- Mr. Yaeger reported that the summer help that had been hired in June had been of immense help, and had enabled regular duties to keep running smoothly when the DPW was short-staffed or had other projects pending.
- Mr. Yaeger reported that the storm drain on 20 Green Hill Lane has been repaired, and all that remained to do was to do a true level for the resurfacing. He added that this would also be done on Elmbrook Drive. He stated that once the true level was complete on Green Hill Lane that the DPW would do repairs on the driveway from damages caused by the catch basin.

BUILDING INSPECTOR REPORT

- Kelly Cline reported that Saha Med Grill and Yotality's dumpster had been monitored several times a week and that she did find some issues with its condition, and that she spoke with the owners about the complaints she has received. She stated that she intends to send them a letter informing them that if these issues continue, they will be found in violation of their special permit or that she will be able to issue them a violation of the property maintenance code, which states that the area must be kept clean and sanitary. Mayor Corby inquired about the landscaping along the parking lot, which had been designated as ornamental grass as part of the site plan, but had devolved into weeds. Mrs. Cline replied that the weeds had been removed once.
- Mrs. Cline stated that she was awaiting a permit from Messners regarding the solar panels, and that it will be included on the permit that if the panels are visible, they will have to cease construction and appear before the APRB.
- Mrs. Cline reported that construction was moving forward on Austin Park.
- Mrs. Cline stated that inspection was completed on the porch for 34 Monroe Avenue, and that they should be ready for a certificate of occupancy very soon, as they were just finishing interior work.
- Mrs. Cline stated that the Buffalo Bills' camp has started, and that there was an overflow issue on Sutherland Street on the very first day. She stated that attendance has been three times what it has been in the past years, and has been at complete capacity every single day. She stated that traffic is being monitored very closely, and that another traffic monitor has been added to East Jefferson Road. She stated that after the problem on Sutherland Street, that entrance is being shut down after the parking lot fills up.
- Mrs. Cline reported that the wine bar at 3 Schoen Place has indicated that they would like to replace their sign and front window. Mrs. Cline stated that she would be sending them to the APRB, since they want to have the same size window, but windows that open. She stated that the windows would open up, and would not be something that someone could lean out of. She stated that she has directed them to the APRB for approval. Mayor Corby stated that because the wine bar is less than one hundred feet from a residential property that noise was considered an issue as part of their special permit. He stated that one issue might be that noise would become more of an issue if they have windows that open. Mrs. Cline stated that she thought the only way this would become an issue is if there was amplified music playing inside. Trustee Plummer stated that if the window led to more noise that this would have to be a complaint that went up against the special permit enforcement. Mrs. Cline stated that she would make sure that the APRB was aware of this situation. Mayor Corby stated that he thought that when the special permit was issued that certain criteria were outlined, and that this change should have been part of the special permit application.

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- Mrs. Cline stated that all board approvals have been received for 22 Boughton, and that she would be issuing the permit for their garage.
- Mrs. Cline reported that the Del Monte Lodge had requested zoning compliance letter. Mrs. Cline stated that, as fire marshal, she is certain that there are no violations, and that she is working with them on doing a room redesign. She stated that in consideration of previous issues, she has been working with the attorney and is trying to get a letter drafted for them stating that they are not in violation but that any changes made since approval that the Village is not aware of are not covered by this certification of compliance. Mr. Turner added that the letter may need to be open-ended.
- Mrs. Cline stated that she received a complaint regarding lawn maintenance at 6 Washington Road. She said she would be investigating this via the County for more information.
- Mrs. Cline stated that she received a request regarding replacing the directory at 50-60 North Main Street, which she forwarded on to the Board. She stated that they had not followed up with her regarding this, and stated that there were other compliance issues she wished to discuss with the Board, in order that she may pass them on to the applicants. She stated that she thought this was primarily an APRB issue, to which the Mayor agreed, and Mrs. Cline stated that she wished to deal with other issues of signs that are not in compliance. She presented the Board with images of the current and proposed signs and stated that there was lighting on the sign.
- Mrs. Cline reported that she has received a complaint regarding Green Hill Lane, in regards to an oversize trailer. Mrs. Cline reported that this is actually a fifth wheel, and stated that the code reports a trailer cannot be over twenty-five feet in length, stating that she did leave a code as well as a note to call her, since there was no answer at the door. She stated that she believed the resident called and reached the Village Clerk, which the Clerk confirmed. The Clerk reported that the resident stated that he does not feel this is covered by the Code, and wishes to speak with Mrs. Cline regarding this.
- Mrs. Cline stated that she received the complaint regarding the chain at the Village Bakery, and stated that all the chains have been put back up except the one that went between the last bollard and the building. She stated that since the Board had mentioned that this was in the site plan for the special permit, she had had the owner pull the permit, but that they could not find this requirement. Trustee Plummer stated that John Limbeck had had to enforce this once before. Mr. Turner asked if this was possibly included in Starbucks' site plan, which Mrs. Cline stated was possible. She stated that she would inquire into the Starbucks site plan as well. Trustee Lanphear recalled from her time on the PZBA that this would have been included in the Village Bakery site plan, which would have included a pedestrian sidewalk that ran from the public sidewalk up to the building, which was to be protected due to the cars pulling through Starbucks. She stated that now that this section was open, cars were pulling through again. Mrs. Cline stated that she would look through records again, since she had not seen it on her first inspection. She stated that the site plan she had consulted was dated February 15, 2011.
- Mayor Corby reported that the sign at the Burdett Parking Lot hasn't been maintained and needs to be removed. He stated that there are no business names current, and asked what would need to be done to have it removed. He stated that it was an approved directory sign, but that the lack of maintenance makes it an eyesore. Mr. Turner said he would see what area of the Code might cover this. The Board discussed how they had seen someone hacking at the weeds surrounding this sign, but that this did not effectively clear the area. Mr. Turner asked if there was an option to make the sign current, to which Mayor Corby responded that the options were to make it current or remove it.
- Mrs. Cline reported that she planned to contact the residents of 38 East Jefferson Road.
- Mrs. Cline reported that she and the Village Clerk were in the process of renewing, after five years, the Monroe County Pre-Disaster Mitigation Plan. Mrs. Cline stated that she is

scheduled every month for the planning committee meetings, and that there are meetings that the Village has been scheduled for the following week, which she would be attending on the behalf of both the Town and the Village. She stated that she needs to bring a storm water management rep with her to one of these meetings. She added that there are eight two-hour meetings scheduled, and the two nearest are scheduled in Brighton and Penfield. She inquired as to who would be the storm water management person to attend these meetings, and the Board stated that it would be Scott Harter. She stated that she would contact Mr. Harter, and added that she would like to coordinate with this representative from the Town, so that they could all attend together.

- Mrs. Cline reported that a resident at 10 Eastview Terrace contacted her and Mr. Yaeger, stating that the tree in front of her house is not healthy. Mrs. Cline stated that Mr. Yaeger reported inspecting it, and found it to be healthy. Mr. Yaeger confirmed this, adding that the tree needed pruning. Mrs. Cline added that the resident had also requested “children at play” signs for this area, as she feels drivers are ignoring the yield sign at the intersection. Mayor Corby stated that “children at play” signs generally aren’t effective, and suggested that a decision with the island at this intersection be made before proceeding. Trustee Galusha stated that he would relay this information to the resident.
- Trustee Plummer inquired about a photograph of the Cole Tower, which Mrs. Cline stated she had not received. Mayor Corby stated that they had been using the sidewalk area for seating, which is an expansion of the seating they were allotted as part of their special use permit. Mrs. Cline clarified that they do have permission to use the terrace off to the side for seating, which Mayor Corby confirmed. Mrs. Cline stated that she had not seen tables out front, but that she would look on the weekend, which is when Mayor Corby stated the expansion occurs.
- Mayor Corby reported that the First Presbyterian Church installed one light that is unshielded, prompting complaints from neighbors. He stated that they had put up another light, and stated that he intended to go speak with the pastor himself. Mrs. Cline stated that she believed the Church had obtained a permit for this, but Mayor Corby stated that the issue was that the light was unshielded. Mrs. Cline stated that she believed 21 Church Street was the address that received the permit, but would determine for certain.
- Mrs. Cline stated that the bed and breakfast had not followed through, and she had not received any correspondence back.
- Mrs. Cline reported that she had received some complaints about the farmer’s market signs down near Washington Ave. She stated that other groups had reported feeling it was unfair that the farmer’s market was allowed to display temporary signs while they were not. Mrs. Cline stated that she informed them that it was because the farmer’s market is municipality-supported. She stated that they had appeared before the Board for approval of the banners, but had not appeared for approval for the signs. The Board stated that they had, in fact, seen and approved plans for signs.

ATTORNEY-CLIENT PRIVILEGE

Motion Mayor Corby, seconded by Trustee Galusha, to enter into an attorney-client privilege session.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

Having taken no action, a **motion** was made **by Mayor Corby, seconded by Trustee Galusha**, to leave the attorney-client privilege session.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

TREASURER'S REPORT / VILLAGE CLERK

Village Clerk, Dorothea M. Ciccarelli, presented vouchers listed on Abstract #006 of 2015/2016 fiscal year for approval. A **motion** was made **by Mayor Corby, seconded by Trustee Plummer**, to approve payment of the vouchers listed on Abstract #006 in the amounts stated below and to charge them to the appropriate accounts, pending review by Trustee Plummer.

Vouchers for approval – Abstract #006

• General Fund (#126-131, #133-142, #144-156, #158-165, #167-171):	\$107,631.29
• Sewer Fund (#143, #157, #159, #166):	\$ 941.71
• CLG Boundary Expansion Grant (#132):	<u>\$ 1,215.50</u>
Total Vouchers for Approval:	\$109,788.50

The Board discussed the various fees involved in litigation, including the responsibilities of various boards for payment and anticipated decrease in fees. They additionally discussed costs involved in the purchasing of speed humps.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

NYS Retirement

2014-15 December payment:	\$57,290
2015-16 Budget figure:	\$65,425
2015-16 Estimated Invoice for December 2016:	<u>\$87,852</u>
Over budget for payment:	\$22,427

The Board discussed the discrepancy between anticipated and projected figures for NYS Retirement, as well as the various computation methods employed by the state to determine this figure. The Clerk clarified that this was a pending situation, and the Board stated that they would wait to see the real figure before taking any kind of action.

Outstanding Collection Balances:

• Taxes (billed \$513,416.57):	\$14,905.93
• Sewer (billed \$74,724.07):	<u>\$49,101.42</u>
Total due:	\$64,007.35

Monroe County Sales Tax (will receive 8/15/15): \$129,668.94

Trustee Plummer inquired about the ongoing project to collect parking tickets, and the Village Clerk reported that the Treasurer had gone through the unpaid tickets and had sent out notices to collect. She stated that the next step is to pass on any tickets that remain unpaid to collections.

VILLAGE CLERK

- The Village Clerk reported issues with ADP, the Village's payroll service, and requested a return to Paychex. She stated that although Paychex did not offer competitive pricing at the

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time of the initial switch that they had returned with a better offer if the Village chose to return to their services.

- **Motion by Mayor Corby, seconded by Trustee Galusha**, to change payroll services to Paychex. **Vote:** Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**
- The Village Clerk reported the results of the insurance claim for the repair of the meeting room. She stated that she had received a check from Selective Insurance for \$32,212.27. She stated that it would cost \$15,680 to repair the roof.
- **Motion by Mayor Corby, seconded by Trustee Galusha**, to authorize beginning the work to repair the meeting room.
- **Vote:** Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**
- The Clerk reported that the cost to repaint the meeting room and the Mayor's office would be \$7,595, and that she hoped to schedule this for the week of August 24, 2015, since the rooms would have to be cleared. She stated that she hoped to order a POD for portable storage in the parking lot. Trustee Caraberis inquired as to the price for painting, and the Village Clerk explained that this cost included repainting, sanding, painting of the trim, and repair of damaged wood. She stated that the Board would need to finalize their decision regarding changing the color of the room. Trustee Plummer discussed coordinating the wall color with potential floor colorings. The Village Clerk reported that she had a call out to regarding testing need for the flooring, and that she was awaiting their response, and explained that the floor costs would not be part of the insurance figure. She stated that a decision regarding chair feet also needed to be made, such that the feet could be installed before the chairs were returned to the meeting room following painting. Mayor Corby suggested ordering feet for one chair in order to test the efficacy of dampening noise.
- The Village Clerk reported on progress with the Employee Handbook project, and requested that a member of the Board work with her on the changes. Trustee Caraberis agreed to work with the Village Clerk, who stated that the first meeting on this issue would occur on September 3, 2015 at 10:00 am.
- The Village Clerk discussed the website, stating that she would like to begin work soon. Trustee Plummer agreed to assist with this project.
- The Village Clerk reported a request from a resident, who had walked the canal daily with her spouse, for a bench along the canal in honor of her spouse who had passed on. Trustee Lanphear stated that she would investigate potential places for this. Mayor Corby suggested the area between Aladdin's and Main Street, near the new dock.
- The Village Clerk stated that she had a request from the Chamber of Commerce to use the Village logo. Mayor Corby stated that the Clerk could release the logo to the Chamber.

MINUTES

Motion Mayor Corby, Seconded Trustee Plummer, to approve the Village Board minutes from May 26, 2015, as amended.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

Motion Mayor Corby, Seconded Trustee Galusha, to approve the Village Board minutes from June 9, 2015, as amended.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

Motion Mayor Corby, Seconded Trustee Caraberis, to approve the Village Board minutes from June 23, 2015.

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Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

Motion Mayor Corby, Seconded Trustee Plummer, to approve the Village Board minutes from July 14, 2015, as amended.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

Motion Mayor Corby, Seconded Trustee Galusha, to approve the Village Board minutes from July 23, 2015, as amended.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

EXECTUIVE SESSION

Motion Trustee Plummer, Seconded Mayor Corby, to enter executive session for a personnel issue.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

ADJOURNMENT

Motion Mayor Corby, and seconded by Trustee Plummer, to adjourn the meeting at 10:03 PM.

Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

Dorothea M. Ciccarelli, Recording Secretary