

PROCEEDINGS OF A REGULAR MEETING OF THE VILLAGE BOARD OF TRUSTEES
October 13, 2015—6:00 PM

Present

Mayor:	Robert C. Corby
Trustees:	Lili Lanphear Frank Galusha Alysa Plummer Margaret Caraberis
Village Attorney:	Jeff Turner
Town Fire Marshal:	Kelly Cline
DPW Superintendent:	Rob Harter
Recording Secretary:	Dorothea M. Ciccarelli

CALL TO ORDER

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

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

PUBLIC INFORMATION MEETING FOR THE PITTSFORD VILLAGE HISTORIC DISTRICT BOUNDARY EXPANSION

Mayor Corby welcomed the residents in attendance and reviewed with them the history of the Village’s current historic district. In 1971, the Village of Pittsford became the second local community to pass a preservation ordinance. That local ordinance designated the entire Village as an historic district; this ordinance is what requires residents to go before the Architectural Preservation and Review Board (APRB). He further stated that the action the Board is taking at this meeting has nothing to do with the current local law. The boundary expansion proposal is for an honorific designation that follows State and Federal standards. Mayor Corby explained the benefits of taking the proposed action. The benefits for the Village would include some protection from highway expansion, and require projects proposed with federal dollars to be subject to additional reviews, which would require consideration of the historic nature of the district. Mayor Corby informed the public that it has been on the Board’s agenda to expand the boundaries since the Comprehensive Plan was completed. The Village had applied to Certified Local Government and received a grant to assist in the expansion of the historic district boundary.

Virginia Bartos, with New York State Parks, Recreation & Historic Preservation, reviewed with the public the steps necessary for the boundary expansion. Ms. Bartos informed the public that with the additional expansion of the boundaries, there will be potential for grants for the local municipalities and for business owners to help restore buildings. The Board and Ms. Bartos received questions from over 20 members of the public on the significance of this designation, the impact to the individual properties, and the grant opportunities for local businesses. Ms. Bartos reconfirmed with the public that there will be no additional restrictions on village properties than those that already exist with current local laws.

Motion Mayor Corby, seconded by Trustee Lanphear, to take a five-minute recess.

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

Motion Mayor Corby, seconded by Trustee Caraberis, to call the meeting back to order at 7:15 PM.

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

BOARD MEMBER – CONFLICTS OF INTEREST DISCLOSURE

Mayor Corby asked if any of the Board members had a conflict of interest or had accepted gifts associated with any of the meeting agenda items. The Board members indicated that they had no conflicts of interest to report.

EASTMAN SCHOOL OF MUSIC HORN QUARTET

Nikki LaBonte, representing a musical group from the Eastman School, requested permission to perform classical music at Schoen Place at one of the pavilions on a regular basis, when they have an opportunity. The group is made up of four French horns. Mayor Corby requested that the group inform the office when they anticipate they will be playing so that the office will be able to inform the public. The Board discussed options to allow the group to perform. It was decided that the Village would sponsor the performance. The Village will notify the public when the Hardcore Quartet will perform, through the Village website. The Village will consider it a Pittsford Music Series.

NON-MUNICIPAL USE PERMIT – FRIENDS OF PITTSFORD COMMUNITY LIBRARY

The Board reviewed the request from the Friends of Pittsford Library to place a banner above the front entrance of the Pittsford Library for the Semi-Annual Book Sale to be held October 23-25, 2015. The banner will be removed on October 26, 2015.

Motion Mayor Corby, and seconded by Trustee Galusha, to approve the non-municipal use permit and waive the 45 day notice for Friends of Pittsford Library for the use of a banner and with all the requirements of the non-municipal use permit.

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

VILLAGE COAL TOWER RESTAURANT

Lou Gitsis, with the Village Coal Tower Restaurant, reviewed his request for a Special Permit for additional outdoor seating. Mr. Gitsis presented the Board with pictures of how the seating would look. His request was to have five tables of four seats, which would only be available between 8 AM – 1 PM on Sunday. He informed the Board that this is currently not a peak time for the area, and he did not anticipate there being a problem with parking. The Board discussed the request, and then Mayor Corby informed the applicant that he should apply to the Zoning Board for a Temporary Use Permit, since the use of the seating would only be used seasonally.

Motion Mayor Corby, and seconded by Trustee Galusha, to refund Mr. Gitsis the application fee for a Special Use Permit.

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

RESOLUTION SPEED LIMIT CHANGE

Mayor Corby reviewed with the Board the meeting he had with Senator Rich Funke’s office regarding the request for a Village-wide speed limit reduction. Mayor Corby requested the Board make the following resolution.

Motion Mayor Corby, and seconded by Trustee Caraberis to make the following resolution.

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

***WHEREAS**, over the last twelve years the Village of Pittsford has studied and implemented a comprehensive strategy to ensure safer driving behavior within the Village limits and*

***WHEREAS**, the Village Pittsford adopted by resolution and amendment to the Village Comprehensive Plan a Village Traffic Calming Plan in 2004 and a Complete Streets policy in 2011. These policies are consistent with State and Federal policies to integrate traffic calming streetscape improvements, pedestrian and bike facilities into transportation planning. The Village’s investigation into the science of*

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urban traffic has indicated that a more holistic view of transportation priorities and street character is critical to maintaining and enhancing the health of community life, thriving neighborhoods, property values, and economically successful walkable business districts.

NOW, THEREFORE, BE IT RESOLVED, the Village Board of Trustees fully endorses changing the speed limit within Village limits from thirty (30) miles per hour to twenty-five (25) miles per hour to improve safety by reducing walking and biking injuries and reducing the severity and frequency of motor vehicle accidents;

BUILDING INSPECTOR REPORT

- The request for a permit for tank removal at 76 South Main Street was approved.
- The owner of the Pittsford Pub has requested a non-municipal permit for an event on January 1, 2016. Ms. Cline has informed the owners that she will not issue the permit if there is a problem with the special permit. The owners informed her that they have purchased the fence for replacement.
- Hungry's has finished their work and it looks great.
- Mrs. Cline discussed with the Board issues regarding mechanicals on a building on Monroe Avenue. The situation encountered does not require a building permit, and she recommended that the Board review the code to address this issue.
- Ms. Cline informed the Board that the Town of Pittsford Building Department is currently short-staffed, and she will continue to try to assist with the Village responsibilities the best she can.
- The owner of 4 Stonegate Lane will be applying to APRB for replacement of a garage door and a front door.
- Mrs. Cline discussed the situation at 50 State Street and correspondence received from the Fire Chief regarding the access impeding the Fire Department's ability. Discussion was held on the painting of a fire zone parking on the site to help remedy the current situation.

DPW REPORT

- Mr. Harter informed the Board that he followed up on the street light maintenance list. He forwarded the list again to RGE. He is awaiting hearing from them on the requested light outages.
- The crew completed two catch basin repairs on State Street and Washington Road.
- Potholes have been repaired on Village Grove, Green Hill Lane, Courteney Circle, and East Jefferson Circle.
- Road patching was done on South Street, Lincoln Avenue, Washington Avenue, Sutherland Street, and South Main Street.
- The canal banks have been trimmed along Schoen Place. They have also started trimming trees along the Village streets.
- The crew has put out two new benches on Main Street and Schoen Place, as well as two new garbage cans on Main Street.
- The DPW Department has continued pumping the retention pond on Monroe Avenue for CSX.
- The rotted boards on the docks along the canal have been repaired. They also have finished replacing timbers on the old benches on Schoen Place.
- The last of the flowers have been removed for the season.
- The leaf machine has been serviced and is prepared for the upcoming leaf season. Additional parts have been ordered to minimize any downtime with the equipment, Mr. Harter anticipates leaf pickup to begin within the next two weeks.
- A yearly maintenance schedule is being set up with Flygt Company for the lift stations.
- Mr. Harter is working with the Town DPW on removing the large debris pile from the back of the DPW building from summer construction.

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- Mr. Harter reported to the Board a minor accident with a resident. The resident backed up into one of the Village's vehicles and did minor damage. A police report was filed, and the vehicle will be taken for an estimate for repair.

DISCLOSURE LOCAL LAW AMENDMENT

Mayor Corby discussed his concerns that the amendment to the Ethics Law passed in 2014 neglected to include all staff and consultants. The Board discussed Mayor Corby's concerns and agreed that there should be an amendment to the Ethics Law to include the staff and consultants used by the Village. The Village Attorney, Jeff Turner, will review the Ethics Code and make the appropriate change and present it to the Board at the next meeting.

MEMBER ITEMS

Trustee Lanphear – Discussed with the Board the need to reach out to new residents with welcome packets so they are aware of all the Village requirements, such as the Architectural Preservation and Review Board. She stated that she hoped that the Board could set a target date for distribution.

Trustee Lanphear stated that she had been contacted by the area Scout Troup that they are looking for additional Eagle Scout projects. The Board discussed various ideas for projects and how they should be community based. Mayor Corby suggested the Board think about various projects that could be submitted. Trustee Lanphear will touch base with the leader for the criteria necessary for an Eagle Scout project.

Trustee Lanphear stated that she also spoke to Tom Sanna, with Bristols, regarding the wreaths for Main Street. Trustee Lanphear suggested that due to the increased cost of the wreaths, they consider using a larger wreath for each pole, but only place one wreath per pole rather than two. Mayor Corby also suggested the wreaths and bows be placed on the poles so that they face the traffic. The Board agreed with the suggestion.

Mayor Corby discussed with the Board that he had received additional resumes for the position of Village Building Inspector that he and the Village Clerk will be reviewing. He requested that another Board member also review the resumes. Trustee Galusha questioned the status of the quote for services from the TYLIN. The Clerk informed the Board she was awaiting the estimate and would follow up with the company.

ATTORNEY CLIENT SESSION

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

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

Motion Mayor Corby seconded by Trustee Plummer, to exit attorney-client session at 8:58 PM.

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 #009 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 #009 as reviewed by Trustee Plummer in the amounts stated below and to charge them to the appropriate accounts.

Vouchers for approval – Abstract #009

• General Fund (#251-#285):	\$ 65,595.29
• Sewer Fund (#):	\$ <u>58.01</u>
Total Vouchers for Approval:	\$ 65,653.30

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VILLAGE CLERK

- The Village Clerk reviewed with the Board a quote for training for the PZBA, and the Board requested the item be tabled at this time. The Mayor also discussed upcoming County and State training for the Board that will be available.
- The Village Clerk reminded the Board of the Special Meeting on October 17, 2015 for the sign ordinance. The Village has delivered over 150 invitations to local village businesses.
- The Clerk discussed the need for the Village to have a separate policy manual, and she informed the Board she would be working on the manual over the next few months and would be presenting polices for their review.

ADJOURNMENT

Motion Mayor Corby, and seconded by Lanphear, to adjourn the meeting at 9:15 PM.

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

Dorothea M. Ciccarelli, Recording Secretary