

**PROCEEDINGS OF A SPECIAL MEETING OF THE VILLAGE BOARD OF TRUSTEES,
June 23, 2016 – 9:15 AM**

Present

Mayor: Robert C. Corby
Trustees: Lili Lanphear
Frank Galusha
Alysa Plummer
Margaret Caraberis
Village Attorney: Jeff Turner
Building Inspector: Floyd Kofahl
Recording Secretary: Dorothea M. Ciccarelli

CALL TO ORDER

Motion by Mayor Corby seconded by Trustee Galusha called the meeting to order at 7:00 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.

TREASURER’S REPORT

Village Treasurer, Mary Marowski, presented vouchers listed on Abstract #2 & #3 of the 2016/2017 fiscal year for approval. A motion was made by Trustee Plummer, seconded by Trustee Lanphear, to approve payment of the vouchers listed on Abstract #2 & #3 in the amount stated below and to charge them to the appropriate accounts.

Vouchers for approval – Abstract #2 & #3

• General Fund:	\$ 22,313.58
• Sewer Fund:	\$ 2,687.00
Total Vouchers for Approval:	\$ 46,456.70

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

2015-2016 BUDGET TRANSFERS

The Village Treasurer reviewed with the Board additional transfers needed to close out the 2015/2016 Fiscal year.

Motion by Mayor Corby seconded by Trustee Plummer to approve the budget transfers as presented below.

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

GENERAL FUND ACCOUNTS

Account	Title	Budgeted Amount	Transfer
STAFF accounts NEEDING funds			
A1325.1	Treasurer	\$34,398.00	\$304.00

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A1410.1	Clerk	\$79,769.00	\$513.00
A1460.1	Records Mgt	\$9,743.00	\$771.00
A3410.1	Fire Marshal	\$7,800.00	\$1,950.00
	Crew Pd Time		
A5132.11	Off	\$15,000.00	\$2,613.00
A7110.1	Parks	\$27,000.00	\$2,265.00
A8170.1	St Cleaning	\$27,500.00	\$1,702.00
Total Needed			\$ 10,118.00

Accounts SENDING funds

A1989.1	Shared Svc	\$1,500.00	(\$525.00)
A3320.1	Pkg Monitor	\$12,865.00	(\$1,600.00)
A5020.1	Roadwork	\$12,600.00	(\$6,475.00)
	Superintendent		
A5110.1	Svc	\$45,135.00	(\$1,518.00)
Total Re-allocated			\$ (10,118.00)

VENDOR accounts NEEDING funds

A1210.4	Mayor	\$2,000.00	\$1,030.00
A1410.42	Advertising	\$3,500.00	\$1,215.00
A1410.43	Code Updates	\$4,500.00	\$750.00
A1410.44	Conferences	\$3,810.00	\$274.00
A1410.411	Postage	\$1,900.00	\$312.00
	Vlg		
A1410.48	Dues/Contracts	\$8,000.00	\$487.00
A1420.4	Municipal	\$95,000.00	\$4,080.00
A1420.41	Litigation	\$341,000.00	\$23,959.00
A5110.42	Temp Help	\$1,000.00	\$1,620.00
A5132.4	DPW Contractual	\$33,000.00	\$369.00
A7110.4	Parks	\$19,200.00	\$1,596.00
A8010.4	Zoning	\$200.00	\$220.00
A8010.4	Planning	\$2,500.00	\$30.00
	Planning		
A8020.42	Consultants	\$0.00	\$2,672.00
A9010.8	State Retirement	\$82,000.00	\$271.00
A9050.8	NYS Unemplmt	\$0.00	\$3,074.00
Total Needed			\$ 41,959.00

Accounts SENDING funds

Account	Title	Budgeted Amount	Transfer
A1410.412	Software Support	\$5,016.00	(\$1,475.00)
A1410.413	CPA Support	\$6,500.00	(\$4,000.00)
A1410.416	Miscellaneous	\$2,100.00	(\$125.00)
A1440.4	Engineer	\$5,500.00	(\$2,175.00)
A1460.4	Records Mgmt	\$3,640.00	(\$3,475.00)
A1620.413	Heating Fuel	\$3,300.00	(\$1,090.00)
A1620.43	Hwy Garage	\$5,000.00	(\$1,145.00)
	Equip		
A5110.4	Rep/Materials	\$28,475.00	(\$3,575.00)
A5132.48	Deisel Fuel	\$6,500.00	(\$2,625.00)
A5132.49	Gasoline	\$5,465.00	(\$1,585.00)

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A5142.4	Salt Contract	\$7,500.00	(\$2,450.00)
A5182.4	Street Lighting	\$60,000.00	(\$8,830.00)
A5410.4	Sidewalks	\$5,500.00	(\$1,309.00)
A8540.4	Drainage	\$5,600.00	(\$3,720.00)
A8560.4	Shade Trees	\$3,000.00	(\$1,260.00)
	Tree		
A8560.42	Maintenance	\$6,500.00	(\$3,120.00)
Total Re-allocated			\$ (41,959.00)

SEWER FUND

Accounts NEEDING funds

	Sewer Admin		
G8110.4	Contr	\$700.00	\$542.00
G8120.1	Sewer Crew Svc	\$3,500.00	\$1,097.00
			<u>\$1,639.00</u>

Accounts SENDING funds

G5110.1	Sewer Crew Svc	\$16,042.00	(\$1,089.00)
G8120.4	Sewer Contr	\$26,126.00	(\$550.00)
			<u>\$ (1,639.00)</u>

2015-2016 BUDGET STATUS

The Treasurer reviewed the status of the 2015/2016 anticipated final numbers for the budget year. Revenues for the year were \$1,265,918.64 and the expenditures were \$1,416,939.13, which accounted for the use of fund balance totaling \$151,020.49. The anticipated remaining fund balance is 197,210.30.

SEWER SURPLUS RESOLUTION APPROVAL

The Treasurer informed the Board that the Village Sewer account had a surplus of \$37,615 and provided the Board with a resolution to increase the Sewer Reserve Account

Motion by Trustee Caraberis seconded by Trustee Plummer to make the following resolution as presented below.

Be it resolved that the Village of Pittsford, as part of its intention to increase funds to the Sewer Reserves by adoption of the 2015-16 budget and now having a surplus, would like to appropriate fund balance (G909) in the amount of \$37,615 to be added to the reserves (G882). These monies will also be reflected in the Sewer Repair Reserve (G232R) for \$5,000, Sewer Vehicle Repair Reserve (G232VR) for \$29,500, Sewer Wood Creek Reserve (G232WC) for \$1,115, and Sewer Pub Reserve (G232P) for \$2,000 as distributed per the 2015-16 budget.

Be it further resolved that these monies (\$37,615) be withdrawn from Canandaigua National Bank , Municipal Choice account and be moved to the Certificate of Deposit accounts for Sewer Repair Reserve for \$35,615 and to Sewer Repair Reserve Pub for \$2,000 and the appropriate adjustments be made on the books to reflect this.

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

BANK BALANCE

The Village Treasurer reviewed with the Board the Bank Balances as of June 23, 2016.

VILLAGE CLOCK

Mayor Corby reviewed with the Board the quote received from The Verdin Company for the clock repairs. The company had determined that the inside machinery of the clock required updating. These parts normally have a life span of 10 years, the current parts are 17 years old. The new motor should have a longer life due to changes in the designs. The other upgrades proposed were the inside lighting being switched to LED, and new lexan covers.

The Board discussed the history of repairs made and the necessary current repairs. Trustee Plummer questioned if the company would possibly give the Village credit for the repairs we have already completed. The Mayor informed the Board that it would be a couple months before the clock is finally working. The Board requested further review

Motion Trustee Plummer, seconded by Mayor Corby, to accept the quote the Verdin Company for the repair and necessary two upgrades for the Village Clock for \$7,630.

Vote: Lanphear – yes, Galusha – yes, Plummer – yes, Caraberi – yes. Motion carried.

LOCAL WATER FRONT REVITALIZATION PROGRAM

The Board discussed the impacts of the proposed changes to the code and discussed the resolution provided by the Village Attorney.

Motion by Mayor Corby seconded by Trustee Plummer to make the following resolution as presented below.

At a Special Meeting of the Board of Trustees of the Village of Pittsford held on June 23, 2016, the following resolution was moved for adoption:

WHEREAS the Village of Pittsford and the Town of Pittsford have previously adopted a Local Waterfront Revitalization Program; and

WHEREAS the Village of Pittsford has adopted Chapter 121 of its zoning code otherwise known as the Village of Pittsford “Waterfront Consistency Law”; and

WHEREAS that aforementioned Chapter 121 of the Village of Pittsford Code requires a Local Waterfront Consistency Review for any Type I or unlisted action as defined in the State Environmental Quality Review Act (SEQRA) Regulations (6 NYCRR Part 617) which occur in the Village of Pittsford “Coastal Area”; and

WHEREAS any and all changes made by the Board of Trustees of the Village of Pittsford to the Municipal Code of the Village of Pittsford are either a Type I or unlisted SEQRA action; and

WHEREAS the Board of Trustees of the Village of Pittsford is of the opinion that performing a Local Waterfront Consistency Review for all Village of Pittsford Municipal Code modifications is a waste of governmental resources and does not fulfill the policies and purposes of the Local Waterfront Revitalization Program; and

WHEREAS 6 NYCRR Part 617.5(b) permits the Board of Trustees of the Village of Pittsford to add additional actions to the list of Type II actions set forth in 6 NYCRR Part 617.5.

NOW THEREFORE, the Board of Trustees of the Village of Pittsford hereby adds the following as an additional Type II action for the Village of Pittsford:

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Changes to the Village of Pittsford Municipal Code which do not change the allowable use or uses within a zoning district.

Vote: Corby – yes, Lanphear - yes, Galusha – yes, Plummer – yes, Caraberis – yes. Motion carried.
The foregoing resolution, having been put to a vote, the following votes were recorded:
Upon such vote the resolution was declared duly adopted.

BERO PAVILLION

Mayor Corby reviewed with the Board the design changes he requested from Bero Architects for the Erie Canal Bi-Centennial Commemorative Pavilion. These changes will ended up reducing the overall cost of the Pavilion. The Mayor also request changes in the structure that will reduce the impact of the pigeons. The Village will have to file for an extension.

Motion by Mayor Corby seconded by Trustee Caraberis to make the following resolution to accept the Design changes for the Canal Bi-Centennial Commemorative Pavilion from Bero Architects

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

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

The Village Clerk reviewed the status of the CDBG grants. The next step in the grant process is too install a wheel chair lift that will allow residents to be able to get to the bathrooms in the basement. The Clerk reviewed the proposed quote for the project and informed the Board that the grant received will only cover \$13,260 of the project. The quote from Monroe Wheel chair is \$25,547, the Village would need to cover the additional cost for the project.

The Board discussed the CDBG grants and the impact of the expenditure.

Motion by Mayor Corby seconded by Trustee Plummer to authorize the refund from RGE to be placed in the contingency fund to cover payment of unexpected budget items, and to authorize the quote from Monroe Wheel Chair for the necessary Wheel Chair Lift improvement project with CDBG.

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

EXECUTIVE SESSION

Motion Mayor Corby, seconded by Trustee Plummer, to enter executive session for an personnel issue.

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

Motion Trustee Lanphear, seconded by Trustee Galusha, to exit executive at 10:30 AM.

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

MEMBER ITEMS

Trustee Plummer reviewed with the Board a parking issue that was brought to her attention by resident on Grove Street and an employee that works at the Pickle Factory. The Board discussed the matter and thought the resident should seek assistance with the Police Department. Trustee Plummer also questioned why the sidewalks were not raised higher than the street. She showed pictures of residents parking on the sidewalks. The Board discussed ticketing offenders and would look into why the sidewalks were not raised as the plan for Grove Street had presented.

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Frank,

Grass Clippings

pick up / newsletter

peggy,

community center meeting

two choices renovation speigel. or building new

ADJOURNMENT

Motion Lanphear, and seconded by Trustee Plummer, to adjourn the meeting at 10:15 PM.

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

Dorothea M. Ciccarelli, Recording Secretary