

PROCEEDINGS OF A REGULAR MEETING OF THE VILLAGE BOARD OF TRUSTEES
August 9, 2016 -7:00 PM

Present

Mayor:	Robert C. Corby
Trustees:	Lili Lanphear Frank Galusha Alysa Plummer Margaret Caraberis
DPW Superintendent:	John Curfari
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.

ATTORNEY CLIENT MEETING

Motion Mayor Corby, seconded by Trustee Galusha, to enter attorney-client meeting.
Vote: Corby – yes, Lanphear – yes, Galusha – yes, Plummer – yes, Caraberis– yes. Motion carried.

Motion Mayor Corby, seconded by Trustee Lanphear, to exit executive session at 7:18 PM.
Vote: Corby – yes Lanphear – yes, Galusha – yes, Plummer – yes, Caraberis– yes. Motion carried.

STONEGATE LANE SEWERS

Leslie Mauro, of Harter, Secrest and Emery, LLP, spoke to the Board regarding her client’s issue with the installation of a deck at 12 Stonegate Lane. The sewer laterals for the property are located in the back of the home and were not shown on the property map. In her review of information for the property, she located an agreement in 1994 with Pittsford Excavating to establish a sewer main in front of the homes on Stonegate Lane. Ms. Mauro has shared all the information she has found with the Building Inspector. A permanent easement was given to the Village for the front of the homes and a temporary easement for the lateral. Ms. Mauro would like to get together with all the parties to come up with a solution. Mayor Corby informed her that the Board is researching the matter and awaiting phone calls. The Board is very interested in resolving the matter and would like to schedule a time to meet with Ms. Mauro after they have reviewed all the information and are able to determine how they will be handling the matter.

PUBLIC HEARING – PROPOSED LOCAL LAW AMENDING ARTICLE XIV OF THE ZONING CODE

Proof of the legal notice below having been published, Mayor Corby made a motion, seconded by Trustee Plummer, to open the public hearing to consider a local law amending Article XIV of the Zoning Code of the Village of Pittsford.
Vote: Corby – yes, Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

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Please take notice that a Public Hearing that was scheduled to be held before the Village of Pittsford Board of Trustees, on Tuesday, June 14, 2016 at 7:30 p.m. has been adjourned until Tuesday, August 9, 2016 at 7:30 pm at 21 North Main Street, Pittsford, New York. The Board will consider a local law amending Article XIV of the Zoning Code of the Village of Pittsford.

A copy of the proposed local law is on file in the Office of the Village Clerk, where interested parties may inspect between the hours of 8:30 a.m. and 3:30 p.m. Monday through Friday or on the Village website www.villageofpittsford.org.

There being no one present wishing to speak further for or against this local law, a motion was made by Mayor Corby, seconded by Trustee Plummer, to close the public hearing.

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

Motion Mayor Corby, seconded by Trustee Caraberis, to adopt a local law amending Article XIV of the Zoning Code of the Village of Pittsford.

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

2016 PLANNING AND ZONING SCHOOL

Motion Mayor Corby, seconded by Trustee Galusha, to approve Mayor Corby, Trustee Caraberis, and Planning Board member, Justin Vlietstra, to attend the 2016 Planning and Zoning School for a total cost of \$240.00.

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

“Think DIFFERENTLY” RESOLUTION

Motion Mayor Corby, seconded by Trustee Galusha, to adopt the sample model resolution included in the agenda, and Mayor Corby will write a letter to correspond with the “Think Differently” resolution.

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

Resolution Calling Village of Pittsford Residents And Business Owners To Adopt The "Think Differently" Initiative To Assist Individuals With Special Needs And Their Families.

WHEREAS, the "Think Differently" initiative is about promoting awareness and acceptance of all people, and advocating for the inclusion of all individuals living on the Autism Spectrum and with special needs; and

WHEREAS, our state and communities are stronger because of our diversity and differences; and

WHEREAS, according to the Center for Disease Control (CDC) over 55 million people, or approximately 19% of Americans, have a type of disability or special need; and

WHEREAS, for some people with special needs, the very things that make them unique can also keep them on the sidelines, separate from those who might not understand their differences or uniqueness; and

WHEREAS, it is important to promote and provide guidance to those with special needs on how to access publicly supported services available to them in the community; and

WHEREAS, it is important to encourage and educate the community and businesses on ways they can make facilities and services more accessible and on how to train staff to welcome and support special needs customers and co-workers; and

WHEREAS, the goal of this initiative is to provide a supportive and inclusive environment for individuals of all abilities by supporting community events that expand family friendly opportunities for people with special needs and their families; and

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***WHEREAS**, adopting the "Think Differently" initiative is an important statement that our Town/Village/City officials, business owners and residents can make to show their support for the differently-abled children and adults with special needs, and their families.*

***NOW, THEREFORE, BE IT RESOLVED**, Village of Pittsford residents and business owners to adopt the "Think Differently" initiative so that all are better prepared to communicate with, provide for, and support those living on the Autism Spectrum and with special needs.*

NON-MUNICIPAL USE PERMIT – TURN THE TOWN TEAL

Ginger Ruff, on the behalf of the organization “Turn the Towns Teal,” asked for permission to tie teal ribbons on the trees in the Schoen Place area of Pittsford during the month of September for National Ovarian Cancer Awareness Month. The Junior League will be helping with placing the ribbons on trees and lampposts. The ribbons will be removed at the end of the month. Mayor Corby informed the applicant that she is welcome to tie the ribbons at the four corners of the Village as well.

Motion Mayor Corby, seconded by Trustee Caraberis, to approve the Non-Municipal Use Permit for “Turn the Town Teal” ribbons to be placed on Village lampposts and trees for the month of September.

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

PUBLIC SERVICE COMMISSION NOTICE

Mayor Corby discussed the changing regulations on additional equipment on municipal poles. The Mayor would like to see the same rules for wireless equipment as wired. Attorney Jeff Turner suggested that the Board contact NYCOM or the Mayors Association to work together on a response for the situation.

CONSULTANT FOR PZBA

The Planning Board requested approval from the Board for a lighting consultant to be hired to review the proposed Northfield Common site plan. The Board discussed the request and was informed the charges for the consultant will be passed on to the applicant.

Motion Mayor Corby, seconded Trustee Lanphear, to authorize the approval of service from Q-Tech Engineering for lighting consultant, Michael Quagliata, for Northfield Common, to be charged back to the applicant for a total of \$1,350.

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

MEMBER ITEMS

Trustee Lanphear questioned the Building Inspector as to when the railing that was a condition of the approval of the special permit amendment for Lock 32 will be installed. Mr. Kofahl informed the Board that he had received an email from the applicant requesting specifications on the railing about 10 days ago. As of this date he has not heard any further information. He will be giving them 14-20 days to handle the necessary installation. If he does not hear from them, he will be contacting them.

Trustee Caraberis questioned the Board as to the outstanding issue with the ticket booth that was removed from Northfield Common. Mayor Corby informed her that the Village had received an offer of \$1,500 for the replacement. The Board discussed the offer and the future placement of the booth. Trustee Plummer will contact Bero Architecture for pricing on the replacement of the booth.

Motion Mayor Corby, seconded by Trustee Plummer, to authorize the Building Inspector to make a follow up offer to the owners of Northfield Common for the replacement of the ticket booth.

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

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DPW REPORT

- Mr. Curfari asked the Board whether his email reports provided adequate information. . The Board told Mr. Cufari that they were satisfied with the updates provided.
- The DPW is very close to being up-to-date on their project list. They are currently working on replacing the bike signs along the canal, and they are hoping to complete the repair work on Grove Street where it caved in this week.
- Mayor Corby stated that he noticed that the butterfly signs had been spray painted.
- Trustee Plummer informed him of a problem with a manhole cover on Main Street that needed to be patched.
- Trustee Caraberis discussed with the Superintendent a good time to pay a visit to the shop. Mr. Curfari indicated that she is welcome to visit at any time, but that he would be on vacation from August 15 – August 19.
- Mayor Corby and Trustee Galusha spoke to the Superintendent on possible safety improvements that could be completed on Elmbrook Drive and Eastview Terrace intersection. There were two plans that had been provided. Mayor Corby indicated he would locate the round-about plan for the street that was completed by Steve Ferranti.
- Discussion was had on the need to file a permit with the Department of Transportation for the speed limit monitoring sign.
- The Board discussed the signs placed by residents in their lawns regarding the speed limit. Mr. Curfari informed residents they needed to keep the signs out of the right-of-way.

BUILDING REPORT

Residential:

- The Building Inspector issued nine Building Permits for the following properties:
 - 1) 12 Stonegate – Addition
 - 2) 20 Courtenay - Addition
 - 3) 17 Maple – Fence
 - 4) 42 Lincoln – Detached Garage
 - 5) 8 Green Hill – Shed
 - 6) 19 Maple – Interior Renovations
 - 7) 9 Jackson – Dock
 - 8) 65 State St. – Interior Demolition
 - 9) 87 South Street – Demolition of an addition
- He also issued four Certificates of Occupancy and three Certificates of Compliance.

Commercial:

- The Inspector issued two Building Permits for the following commercial properties:
 - 1) 50 State Street – roof
 - 2) 17 Church – Demolition of a deck
- The businesses at 3 Schoen Place are all fully open after the minor fire incident.
- Mr. Kofahl has completed inspections for Latimore Physical Therapy and issued a C of O.
- Kalea Salon at 19 State Street is now open with a C of O.
- The Inspector is currently working on the permit for the renovations to the pool area at the Del Monte Lodge.

APRB

- The Village had ten applications for the APRB to review at the July 11th, 2016 meeting:

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- * 19 State Street – for a sign. (Approved)
- * 40 State Street – for a sign and lights. (Approved)
- * 7 Elmbrook Drive – for a shed. (Approved)
- * 8 Green Hill Lane – for a shed. (Approved)
- * 94 South Main Street – for a retaining wall. (Approved)
- * 17 Washington Road – for a bilco door. (Approved)
- * 42 Lincoln Avenue – for a detached garage. (Approved)
- * 14 Green Hill Lane – for garage doors. (Approved)
- * 19 Boughton Avenue – for an addition, windows, siding. (Approved)
- * 87 South Street – for an addition demolition. (Approved)

- The Village only received 1 application for the August 1st, 2016 Meeting:
 - * 4 Stonegate – for a shed. (Approved)

PZBA

- There is 1 continuation application for the July 18th, 2016 meeting:
 - * 50 State Street – Northfield Common – Final Site plans condition of approvals. (Continued)
- The inspector informed the Board that they had a special meeting on July 28th, 2016 for 50 State Street – Northfield Common. (Continued)

General:

- Mr. Kofahl has completed the Village dumpster update and is resending the Annual Fee statements.
- He is working on the sewer issues at Stonegate Lane for the residential laterals.
- He has been working on the district maps for the Board and will be continuing to make improvements as requested.
- He is working with CSX on the issues at Pittsford Automotive on Monroe Avenue.
- He has received eight complaints concerning: dumpsters, signs, damaged trees, tree removal, fence installation, window installation concerns. Seven of the issues have been resolved this past month.

Other Issues:

- There is currently scheduled a Special APRB Meeting for the property at 44 Sutherland. This is scheduled for August 31, 2016 at 7:00 pm.
- He is following up on issues related to dumpster concerns and has resolved 3 of these to date.
- He is working on several concerns with pond maintenance on several properties.
- He has contacted several businesses in reference to the placing of “Sandwich Board” signs. They have been given a copy of the Village Code and an explanation of the procedure to follow.

The Board discussed the current 5-year agreement on the Powers property. There is a document that needs to be signed to be filed with the County. The Board requested the property be moved up on the priority list since there has been no effort to complete any of the necessary repairs as per the agreement. The inspector said he would follow up with the owner on getting the documentation signed and look at what items were to be completed incrementally and issue violations as necessary.

Trustee Caraberis discussed with Mr. Kofahl the need to continue work on the Village sign ordinances. She also stated that it is important to help people delineate what the right-of-way is on the property if they wanted to place a sign on their property.

ATTORNEY CLIENT MEETING

Motion Mayor Corby, seconded by Trustee Plummer, to enter attorney-client meeting.

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

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Motion Mayor Corby, seconded by Trustee Lanphear, to exit executive session at 9:30 PM.

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

ATTORNEY

Motion Mayor Corby, seconded by Trustee Plummer, to move to public hearing to vacate section 210-74.1 on September 13, 2016 at 7:30 PM and rescind the public hearing for section 210-74.1 of the village code scheduled for September 13, 2016 at 7:30 PM.

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

Mr. Turner discussed with the Board his review of establishing an Escrow Account for attorney’s fees. He explained that after speaking to the Building Inspector, he decided that the simplest solution would be to place this information on the application. The Building Inspector will be updating the application with the necessary information.

Mr. Turner also discussed his discussions with CSX on the violations that he is working on with the Building Inspector.

Mr. Turner also stated that after reviewing the Frontier Communications franchise agreement, he recommended to the Clerk to forward it to Computel, who handled the Time Warner agreement.

TREASURER’S REPORT

The Clerk reviewed with the Board the proposal received from Allan Electric for additional upgrades necessary to the Village Offices. The proposal is to upgrade one of the circuit panels and move it to a new location so as to better accommodate planned building upgrades. The cost of the update will be approximately \$3,095. Mr. Kofahl explained the work that would be completed.

Motion Mayor Corby, seconded by Trustee Caraberis, to accept the professional service quote from Allan Electric for \$3,094 for necessary electrical upgrades in continuation of previously quoted services for Bond funded work. Vote: Corby – yes, Lanphear – yes, Galusha – yes, Plummer – yes, Caraberis– yes. Motion carried.

Village Clerk, Dorothea M. Ciccarelli, presented vouchers listed on Abstract #5 of 2016/2017 fiscal year for approval. A motion was made by Mayor Corby, seconded by Trustee Plummer, to approve payment of the vouchers listed on Abstract #5 in the amounts stated below and to charge them to the appropriate accounts.

Vouchers for approval – Abstract #005

• General Fund (#76-#136, #138-#141):	\$ 52,139.04
• Sewer Fund (#48, #58, #55, #66, #72):	<u>\$ 246.93</u>
Total Vouchers for Approval:	\$ 52,385.97

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

The Village Clerk reviewed with the Board notification of outstanding bills with Lakeland Equipment that the Treasurer was seeking approval to pay with condition of her review and Trustee Plummer.

Motion Trustee Plummer, seconded by Mayor Corby, to approve the outstanding bills from Lakeland Equipment for \$1,569.32 per the condition of the Treasurer review and Trustee Plummer.

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

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Motion Mayor Corby, seconded by Trustee Galusha, to approve the June 2016 Financials for the General and Sewer Fund.

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

Motion Trustee Plummer, seconded by Trustee Galusha, to approve the budget transfer as shown below.

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

CONTRACT APPROVALS

The Board discussed the request from the Planning and Zoning Board to extend the contract for the their attorney Mindy Zoghlin. The Board reviewed the proposed agreement and requested to meet with Ms Zoghlin.

Motion Mayor Corby, seconded by Trustee Plummer, to authorize the Mayor to sign the retainer agreement with the Zoghlin Group through September 27, 2016.

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

Trustee Galusha discussed with the Board the delay in the results from Civil Service for the Superintendent Position and requested the Board extend the contract agreement with John Curfari for another two months.

Motion Trustee Plummer, seconded by Trustee Galusha, to extend the existing contract with John Curfari another two months.

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

VILLAGE CLERK REPORT

The Village Clerk updated the Board on the RG&E refund for the overbilling. The Village is awaiting an agreement from RG&E before they will release the funds. They will be held responsible to give the Village 1.5% interest funds until paid.

The Clerk discussed the updated handbook and requested any final changes be given to her by the end of the week so the final version can be completed.

MINUTES

Motion Mayor Corby, seconded Trustee Plummer, to approve the Village Board minutes from May 24, 2016.

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

Motion Trustee Plummer , seconded Trustee Lanphear, to approve the Village Board minutes from June 14, 2016.

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

Motion Mayor Corby, seconded Trustee Caraberis, to approve the Special Village Board minutes from June 23, 2016.

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

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Motion Mayor Corby, seconded Trustee Galusha to approve the Village Board minutes from July 12, 2016.

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

MEMBER ITEMS - Continued

Trustee Caraberis questioned the Board on the Union contract negotiations. Mayor Corby and Trustee Galusha stated that they would start the negotiations by the beginning of October.

Trustee Caraberis questioned the Board on the current village project list. The Board discussed the outstanding list. Mayor Corby stated that the Board members should follow up with the Village Clerk on any outstanding projects that they are a part of on the list.

ADJOURNMENT

Motion Mayor Corby, and seconded by Trustee Galusha, to adjourn the meeting at 10:09 PM.

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

Dorothea M. Ciccarelli, Recording Secretary