CALL TO ORDER

**Motion by Mayor Corby, seconded by Trustee Lanphear,** to call the meeting to order at 7:00 PM.
Vote: Corby – yes, Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

BOARD MEMBER – CONFLICTS OF INTEREST DISCLOSURE

Trustee Lanphear asked if any of the Board members had a conflict of interest or had accepted gifts associated with any of the meeting agenda items. None were reported.

INTERMUNICIPAL COOPERATION AGREEMENT

The Intermunicipal Cooperation Agreement between the Village of Pittsford and the Town of Pittsford has recently expired. This agreement covers the sharing of equipment and personnel between both municipalities. Mayor Corby stated this agreement needs to be renewed and that he would pursue this renewal with the Town of Pittsford. Trustee Keating questioned the logistics of workers compensation insurance with regards to workers on loan. The village will consult with our attorney regarding any labor questions pertinent to this agreement.

**Motion by Mayor Corby, seconded by Trustee Galusha,** to pursue the renewing of the Intermunicipal Cooperative Agreement with the Town of Pittsford.
Vote: Corby – yes, Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

NONMUNICIPAL USE PERMIT – EMBRACE YOUR SISTERS

The organization ‘Embrace Your Sister’ submitted an application for the event, “Positively Pink in Pittsford Breast Cancer Walk” planned to be held on September 29, 2019. ‘Event specific conditions’ were reviewed by the Board.

**Motion by Trustee Lanphear, seconded by Mayor Corby,** to approve the nonmunicipal use permit application for the ‘Positively Pink in Pittsford Breast Cancer Walk’ scheduled for September 29, 2019, conditional on the edit to change the direction from “turning left to turning right” listed in the ‘event specific conditions’.
Vote: Corby – yes, Lanphear – yes, Galusha - yes, Keating – yes, Caraberis – yes. Motion carried.

PUBLIC HEARING – HISTORIC PRESERVATION

PZBA Chairperson, Justin Vlietstra, requested the Board leave the Public Hearing open for the Historic Preservation Code.
Mayor Corby discussed the history of the Historic Preservation Code and how the Village can retain status as a Certified Local Government. Trustee Caraberis stated that the code satisfied the language and legislation under the preservation code. It also fully clarifies the role of the Architectural Preservation and Review Board and allows more flexibility on procedures with the Department of State, SHPO, and attorneys. Trustee Caraberis said this final draft includes the changes from the November 2018 meeting.

Trustee Keating asked what the risks are for keeping the public hearing open. The Board stated that this item has been reviewed several times in prior meetings and that due diligence was satisfied regarding this issue.

**Motion by Mayor Corby, seconded by Trustee Lanphear**, to open the public hearing.
Vote: Corby – yes, Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

Mark Harrington of 58 State Street asked for further clarification regarding the Historic Preservation Code. Mayor Corby stated that this code has precise language governing the duties of the Architectural Preservation and Review Board, which could be found in the Village Code. He further stated that as a ‘Certified Local Government’, the code must be approved by the Department of State.

Justin Vlietstra of 19 Boughton Avenue raised concerns on being able to locate the Preservation Code on the website. He questioned how people were notified.

No further comments were stated.

**Motion by Trustee Lanphear, seconded by Trustee Galusha**, to close the public hearing.
Vote: Corby – yes, Lanphear – yes, Galusha- yes, Keating – no, Caraberis – yes. Motion carried.

**Motion by Trustee Caraberis, seconded by Trustee Lanphear**, to approve the code as written.
Vote: Corby – yes, Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

**TYLIN – CONTRACT**

Trustee Galusha, Mayor Corby, and Scott Copp, from TYLIN, met to discuss the updated ‘General Code Compliance’ contract. Attorney Turner reviewed the contract and found no legal concerns. It was stated that TYLIN would be secured for larger projects. The smaller jobs would be reserved for our part time building inspector and Kelly Cline.

**Motion by Trustee Caraberis, seconded by Trustee Lanphear**, to approve the revised TYLIN contract for ‘General Code Compliance’ services ending December 31, 2021.
Vote: Corby – yes, Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

**5 STATE STREET – PERMITTED USES**

The Board tabled this discussion.

**MEMBER ITEMS**

In legal matters of 75 Monroe, Mayor Corby would like to authorize Hodgson Russ to proceed with the notice of appeal as advised by our counsel.

**Motion made by Mayor Corby, seconded by Trustee Caraberis** to proceed with the appeal.
Vote: Corby – yes, Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.
Trustee Galusha suggested to the Board to consider funds for repairing truck #12, 2008 Ford F450. Repair costs are estimated at $6,522. A new truck would cost the village approximately $150K. Repair bids were not sought. The procurement policy governing emergency repairs was cited. A write up will also be included with the voucher for payment to satisfy the requirements of the New York State Comptrollers.

**Motion by Trustee Galusha, seconded by Mayor Corby,** to approve the repairs needed for the 2008 Ford F450 truck based on the exceptions section of the procurement policy and auditor requirements.

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

Trustee Lanphear noted she is waiting on flower bids. The village has received a bid from Bundschuh’s for $4,340.

Trustee Lanphear also suggested re-enforcing a no-cell-phone policy during meetings.

**Motion by Trustee Lanphear, seconded by Mayor Corby,** to approve the no-cell-phone policy.

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

Trustee Keating inquired about the recent NYS AIM Funding cut for FY 2019-20. Ms. Marowski noted the Village will lose approximately $9,000 in funding.

Trustee Keating also mentioned the Blackwood Management letter from Donald Young regarding the Nano Brewery. Mayor Corby suggested that the board consult with Village Attorney Jeff Turner about a response.

Additionally, Trustee Keating brought up a discussion on open government training for the Board of Trustees. Mayor Corby suggested that we contact Bob Freeman from the Office on Open Government for an informal dialogue.

Trustee Keating noted the Martin Luther King Junior Day celebrations and their successes. He urged the Board to become more involved in the coming years.

Trustee Lanphear mentioned the Little-Big Spring be added as a program.

**DEPARTMENT REPORTS**

**DPW**

Trustee Galusha reported the successful brush and snow removal done by the Village DPW.

He added that the RG&E streetlights from Stonegate Lane to the bus loop have been scheduled to be fixed for the third week in February. The delay has been due to permit issues.

**TREASURER / CLERK**

The treasurer presented vouchers for approval and to have them charged to their appropriate accounts.

- General Fund (#465-#467, #469-#479, #481-#487): $17,874.14

**Motion by Trustee Caraberis, seconded by Trustee Galusha,** to pay the bills as presented and to charge them to their appropriate accounts.

Vote: Corby – yes, Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.
Village Treasurer, Mary Marowski, and the Board decided on Thursdays for budget workshops beginning January 31, 2019 from 5:30 pm to 7:30 pm.

MINUTES

Motion by Trustee Lanphear, seconded by Trustee Caraberis, to approve the minutes from January 8th Code Review workshop.
Vote: Corby – abstain due to absence, Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

Motion by Trustee Keating, seconded by Trustee Caraberis, to approve the December 11th Regular meeting minutes.
Vote: Corby – abstain due to absence, Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

ADJOURNMENT

Motion by Mayor Corby, seconded by Trustee Galusha, to adjourn at 8:05 PM.
Vote: Corby – yes, Lanphear – yes, Galusha- yes, Keating – yes, Caraberis – yes. Motion carried.

__________________________________________  ___________________________
Recording Secretary, Cara R. Farrell                    Recording Secretary, Mary A. Marowski