

**PROCEEDINGS OF A SPECIAL / BUDGET MEETING
OF THE VILLAGE BOARD OF TRUSTEES**

Wednesday, February 1, 2023, at 4:00 PM

PRESENT:

Mayor:	Alysa Plummer
Trustees:	Renee Stetzer
	Dan Keating
	Lili Lanphear
Attorney:	Jeffrey L. Turner
Recording Secretary:	Dorothea M. Ciccarelli

CALL TO ORDER

Motion by Mayor Plummer, and seconded by Trustee Stetzer, call the meeting to order.

Vote: Stetzer – yes, Keating – yes, Lanphear – yes, Plummer – yes. *Motion passed.*

CONFLICTS OF INTEREST DISCLOSURE

The Board members indicated that they had no conflicts of interest to report.

SEWER EXPENSE ALLOCATION

The accountant, Thomas Zuber, was present to discuss ways to properly allocate expenses to sewer and to create a Sewer Budget that can sustain and carry itself.

ASH TREE MANAGEMENT

Motion by Trustee Lanphear, and seconded by Trustee Stetzer, to approve expenditure for Bartlett Tree Experts for Borer Treatment.

Vote: Stetzer – yes, Keating – yes, Lanphear—yes, Plummer – yes. *Motion passed.*

CONSIDERATION OF RESERVE FUND RECOMMENDATIONS

Motion by Mayor Plummer, and seconded by Trustee Stetzer, to appropriately reallocate any existing reserve funds that may have been improperly created and to create the paperwork to outline the procedure for the new reserve funds, except the suggested building reserve funds in both categories (general and sewer). The Village Attorney and the Village Clerk are to work together on the reallocation outline.

Vote: Stetzer – yes, Keating – yes, Lanphear—yes, Plummer – yes. *Motion passed.*

DPW BUDGET

The Superintendent reviews the DPW needs and wants for 2023-2024.

Robert Corby, 7 Washington Avenue, regarding the tree compromising the retaining wall at 12-14 Elm St. - an option that may be worth investigating would be to shorten the wall with a graded slope to help reduce the cost and prevent a reoccurring situation.

DPW BUDGET – SEWER FUND

Will be discussed with Sewer at a later date.

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VILLAGE HALL

The Village Clerk reviews the current needs and wants of Village Hall.

Robert Corby, 7 Washington Avenue, requested more information on details of window repairs and offered contact information for contractors.

PROCLAMATIONS

Motion by Trustee Stetzer, and seconded by Trustee Keating, to approve the proclamation honoring the Pittsford Fire Department on the occasion of its 125th Anniversary.

Vote: Stetzer – yes, Keating – yes, Lanphear—yes, Plummer – yes. *Motion passed.*

Motion by Mayor Plummer, and seconded by Trustee Stetzer, to approve the proclamation honoring Matthew Payne for service to the Pittsford Fire Department.

Vote: Stetzer – yes, Keating – yes, Lanphear—yes, Plummer – yes. *Motion passed.*

EXECUTIVE SESSION

Motion by Mayor Plummer, and seconded by Trustee Keating, to go into Executive Session for an HR matter.

Vote: Stetzer – yes, Keating – yes, Lanphear—yes, Plummer – yes. *Motion passed.*

Motion by Mayor Plummer, and seconded by Trustee Stetzer, to leave Executive Session.

Vote: Stetzer – yes, Keating – yes, Lanphear—yes, Plummer – yes. *Motion passed.*

Motion by Trustee Lanphear, and seconded by Trustee Keating, to hire Meghan Arscott at \$23.50 per hour, with a six-month probationary period, effective January 30, 2023, as Deputy Clerk.

Vote: Stetzer – yes, Keating – yes, Lanphear—yes, Plummer – yes. *Motion passed.*

ADJOURNMENT

Motion by Mayor Plummer, and seconded by Trustee Stetzer, to adjourn the meeting.

Vote: Stetzer – yes, Keating – yes, Lanphear—yes, Plummer – yes. *Motion passed.*